

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
June 22, 2020

Meeting Call to Order: The meeting was called to order at 8:01 a.m. The meeting was conducted utilizing Zoom, a video conferencing online application, due to community restrictions caused by the COVID-19 virus.

Roll Call and Guests:

Present: Paul Boschert, Molly Dempsey, Ken Dobbins, Cory Elliott, Pastor Raymond Horry, Larry Marty, and Nancy Schneider

Staff: Bruce Sowatsky, Michelle McElfresh, and Jeanne Spencer

Absent: Allison Onder and Catherine Williams

Guests: Karen Englert and Jacquelynne McClelland (Boys & Girls Club of St. Charles County), Ben Chambers (CHADS Coalition for Mental Health), Sissy Swift and Christine TenEyck (The Child Center, Inc.), Todd Barnes (Community Council of St. Charles County), Sheri Wiltse (Community Living), Katrina McDonald Fuller (Compass Health Network), DiAnne Mueller (Crisis Nursery), Jessica Coulter and Nedra Tanksley (Epworth Children and Family Services), Rachel Svejkosky (F.A.C.T.), Melanie Sheetz and Claire Sabourin (Foster & Adoptive Care Coalition), Jennifer Vorachack (FamilyForward), Shima Rostami (Gateway Human Trafficking), Elizabeth Makulec (Kids Under Twenty One), Kathy Thompson (LINC St. Charles County), Courtney Knipp (Lutheran Family & Children's Services), Tina Meier (Megan Meier Foundation), Christine Patterson and Angela Berra (NAMI St. Louis), Melinda Monroe (Nurses for Newborns), Denise Fondren (Our Lady's Inn), Kelly Broeker and Megan Payton (Preferred Family Healthcare), Sandra Barker (Saint Louis Counseling), Juvaughn Baker, Felicia Linear, and Madronica Malone (ThriVe St. Louis), Denise Liebel (United Services for Children), and Cara Merritt (Youth In Need)

Approval of Minutes: A motion was made to approve the May 18, 2020 Board Minutes. (M.S.P.: Elliott/Dempsey) – Motion passed.

Partner Presentation:

- **Foster & Adoptive Care Coalition (FACC):** Melanie Sheetz, Executive Director, and Claire Sabourin, Family Specialist presented on services provided by the Foster & Adoptive Care Coalition in St. Charles County. FACC has three programs funded by the CCRB; Educational Advocacy, 30 Days to Family, and Family Works. Claire shared one client's success story after receiving Educational Advocacy services.
- **Kids Under Twenty One (KUTO):** Elizabeth Makulec, Executive Director, presented on how Kids Under Twenty One has been working to adapt their school-based prevention services due to COVID-19. Elizabeth reported KUTO staff have worked to adapt the program to virtual learning and also expects to expand their programming in the Francis Howell School District to include elementary students. Currently, the KUTO program services students in grades 7-12. Elizabeth shared their telephone helpline is still open and available to youth in need of support. KUTO staff is developing a virtual suicide

prevention conference in September, in partnership with the Greater St. Louis Regional Suicide Prevention Coalition.

- **Our Lady's Inn (OLI):** Denise Fondern, Program Director, and Kaitlyn Jones, Child Advocate, shared an overview of Our Lady's Inn services in St. Charles County. Kaitlyn presented the impact of COVID-19 on OLI's services and how they have adapted to continue serving the mothers and children residing at OLI.
- **ThriVe St. Louis:** Felicia Linear, Outreach and Community Relations, and Madronica Malone, Best Choice Program Director, presented on ThriVe's services in St. Charles County. ThriVe adapted their school-based prevention program to virtual and e-learning presentations in the Fort Zumwalt and St. Charles City school districts. The virtual programs have been well received and ThriVe served 3,098 St. Charles County youth in the first half of this year.

Public Comment: No Public Comment.

Report of the Chair: No Report of the Chair.

Report of the Treasurer: Cory Elliott reported on the five-month statement ending May 31, 2020. The Services Fund balance was \$1,225,059 and Current Assets were \$2,445,075. Actual tax revenues collected were \$533,230 on a budget amount of \$639,390. Miscellaneous Revenue was \$245 due to a Shower of Love donation. The Total Revenue was \$553,475 on a budget of \$640,640. Requests for May services totaled \$448,608 on a budget amount of \$701,537. Explanations of the 15 line items that were over the 5% variance and over \$1,000 included: Bethany Christian Services (respite), The Child Center (forensic interviews and advocacy), Epworth Children & Family Services (home-based services), FamilyForward (counseling), Foster & Adoptive Care Coalition (crisis interventions), Our Lady's Inn (teen parents), Saint Louis Counseling (counseling), The Sparrow's Nest (teen mothers), and UMSL Center for Behavioral Health (psychological assessments) were due to high demand. Compass Health Network (Pinocchio – individual), Megan Meier Foundation (counseling), Preferred Family Healthcare (Team of Concern – school-based services), and United Services for Children (school-based services) were over the variance due to school-based usage. Compass Health Network (Medicaid) was over due to multiple months of billing.

A motion was made to approve a wire-transfer for \$402,000 for the month of May. (M.S.P.: Elliott/Boschert) – Motion passed.

Bruce Sowatsky reported revenues have decreased 7% for the month of May, but are up 5.3% for the year.

All of CCRB invoices and bills paid were completed with 100% accuracy.

Report of Standing Committees:

- **Children's Trust Fund:** Bruce Sowatsky reported the Children's Trust Fund contract was renewed for 2021.
- **Finance:** No Finance Report.

- Personnel: Nancy Schneider reported Paul Boschert has joined the Personnel Committee.
- Executive – Policies and Procedures: Larry Marty reported Executive Policies and Procedures will be reported on in the Report of the Executive Director.

Report of Executive Director: Bruce Sowatsky reported:

- Fifteen CCRB partner agencies were selected to receive United Way grants.
- The Putting Kids First campaign was discontinued due to the impact of COVID-19 on the community.
- The CCRB's 2020 Needs Assessment is expected to be completed in July.
- The Shower of Love received additional donations during June, increasing the annual total to \$4,500. All donations have been distributed to Shower of Love partners.
- The CCRB staff has completed their review of the Finance and Personnel policies and revisions were distributed to the appropriate committees for review. Feedback can be submitted to Jeanne Spencer by July 10. A first reading of the Finance and Personnel policies will be held at the July Board meeting.
- The CCRB public website is now equipped with Google Translator, which improves website accessibility.
- The first draft the CCRB Community Impact Survey outcomes was received and Dr. Cyndi Berry will present on the findings in August.
- The Board has not selected priorities for 2021. A priority survey will be emailed to the agency executives for feedback. The Board will be given an opportunity to provide input through a survey distributed by the CCRB in early July. Priorities for 2021 will be decided on at the July Board meeting.
- The 2021 Application for Funding is being revised. Board members are requested to serve on an Ad Hoc committee to complete the revisions to the 2021 Application for Funding.
- Future investment in Ready by 21 will be held back due to a reduction in community involvement and staff for the effort.
- St. Charles County Government requested the CCRB update the 2015-16 Ferguson Commission recommendations for furthering equality for community youth. Agency partners may submit any data they have related to the recommendations to the CCRB by August 1.
- Bruce has reached out to the St. Charles County public school districts about co-sponsoring diversity training for students and/or staff.
- The CCRB staff is preparing for the 2021-2024 Strategic plan, which is scheduled to begin in September.
- The July Board meeting will be held at LINC St. Charles County in Wentzville. Masks and social distancing are required for all attendees. The meeting will be available via Zoom for those who cannot attend in person.

Old Business: No Old Business.

New Business:

- **Contract - Berry Organizational & Leadership Development (BOLD):**
A motion was made to authorize the contract for \$10,000 for Berry Organizational & Leadership Development for continuing work related to the CCRB's 2019 Community Impact report. (M.S.P.: Marty/Dempsey) – Motion passed.

- **Line Item Transfer Request** – FamilyForward requests a line item transfer to increase counseling services (\$35,000) and decrease respite services (\$35,000).

A motion was made to approve FamilyForward’s line item transfer request to increase counseling (280 units, \$35,000) and decrease respite (1,515 units, \$35,000).
(M.S.P.: Elliott/Dobbins) – Motion passed.

- **CCRB Office Lease:** Bruce reported the CCRB’s lease is due to be renewed in August, for a three (3) year term. The new lease will include a \$36 increase in rent for the second and third year.

A motion was made to approve the lease with Corporate Group for August 2020 through August 2023. (M.S.P.: Boschert/Marty) – Motion passed.

- **Conflict of Interest Policy Renewal:** Bruce reported the Missouri Ethics Commission requires the CCRB to approve and submit their Conflict of Interest policy every three years.

A motion was made to approve the Conflict of Interest policy renewal.
(M.S.P.: Elliott/Dobbins) – Motion passed.

Announcements:

Todd Barnes, Community Council of St. Charles County, announced the St. Charles City-County Library District branches will reopen for limited hours beginning on June 22. The Community Commons and meeting spaces will remain closed until the Library reaches Phase 3 of their re-opening, estimated to be in early September.

Kelly Broeker, Preferred Family Healthcare (PFH), announced PFH is providing half-day summer camps for youth in St. Charles County. Interested parties can contact the PFH Team of Concern for more information.

Karen Englert, Boys & Girls Club of St. Charles County, introduced their new Director of Development, Jacquelynne McClelland, and announced the BGCSTC is providing limited summer camps for their current members.

Adjournment: A motion was made to adjourn the meeting at 9:01 a.m.
(M.S.P.: Marty/Boschert) – Motion passed.