

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
October 26, 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, Nancy Schneider, and Catherine Williams

Staff: Bruce Sowatsky, Michelle McElfresh, and Jeanne Spencer

Absent: Allison Onder

Guests: Rapheal Ingram (Behavioral Health Response), Mark Halastik (Big Brothers Big Sisters), 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, Inc.), Katrina McDonald Fuller (Compass Health Network), DiAnne Mueller (Crisis Nursery), Heather Lytle and Rachel Svejkosky (Family Advocacy & Community Training – F.A.C.T.), Anne Zink (Foster & Adoptive Care Coalition), Shima Rostami (Gateway Human Trafficking), Elizabeth Makulec (Kids Under Twenty One), Courtney Knipp (Lutheran Family & Children's Services), Tina Meier (Megan Meier Foundation), Christine Patterson (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), Brittany Morgan (Sts. Joachim & Ann Care Service), Kirk Kasicki and Alyssa Hilburn (The Sparrow's Nest), Essence Robinson and Madronica Malone (ThriVe St. Louis), Nathan Harms and Amy Willard (TREE House of Greater St. Louis), Denise Liebel (United Services for Children), Cara Merritt (Youth In Need), and Cheri Thurman

**Approval of Minutes:** A motion was made to approve the September 28, 2020 and October 15, 2020 Board Minutes. (M.S.P.: Boschert/Williams) – Motion passed.

Nancy Schneider made a motion to add to the agenda in New Business, Contract with BOLD Consulting. (M.S.P.: Schneider/Williams) – Motion passed.

**Partner Presentation:**

- **Compass Health Network:** Katrina McDonald Fuller introduced the directors of the four programs funded by the CCRB; Partnership with Families, Pinocchio, School-Based Mental Health Specialists, and School-Based Violence Prevention. All programs have adapted to accommodate changes created by the COVID-19 pandemic. Susan Schragger presented on the School-Based Violence Prevention program, reporting the program has been more challenging for students without the in-person role play. Compass staff is working with the schools to continue to provide quality presentations in-school and virtually.

Jessica Covert, Director of the Pinocchio counseling program, which provides early identification and treatment of school adjustment difficulties in children grades K through 3. Jessica shared staff has been able to maintain pre-COVID service levels and are working to increase referrals for the fall. All services are provided virtually.

Katie Jones, Director of Partnership with Families (PWF) and School-Based Mental Health Specialists (SBMHS), presented on the multiple services provided by both programs for families and youth. Since January, staff has served 400 families and anticipates an increase for the fall. The SBMHS are serving students in the schools and homes, following safety protocols and virtual services have been successful for many families.

**Nurses for Newborns:** Melinda Monroe, CEO, presented on the nurse home visiting services funded by the CCRB. Melinda announced their program is in the process of being recognized nationally as a best practice. NFN moved to telehealth services for clients and have increased their direct support for items such as food and hygiene products. They have seen an increase in referrals recently and were able to provide technology for clients so they can connect for virtual visits. NFN is working toward resuming modified in-person visits.

**Saint Louis Counseling:** Saundra Barker, Chief Program Officer, presented on the Counseling, Crisis Intervention, and Outpatient Psychiatry services provided by SLC. For Counseling, they have served 155 families to date, and they are experiencing an increase in referrals for office-based counseling services. Their school-based crisis intervention service referrals are starting to increase and clients are seen virtually and in-person. Outpatient psychiatry clients are seen virtually and they are servicing existing clients only until in-person services resume.

**Public Comment:** No Public Comment.

**Report of the Chair:** No Report of the Chair.

**Report of the Treasurer:** Cory Elliott reported on the nine-month statement ending September 30, 2020. The Services Fund balance was \$2,165,599 and Current Assets were \$3,396,522. Actual tax revenues collected were \$626,099 on a budget amount of \$639,390. The Total Revenue was \$881,753 on a budget of \$640,640. Requests for September services totaled \$466,906 on a budget amount of \$699,097. Explanations of the 13 line items that were over the 5% variance and over \$1,000 included: Boys & Girls Clubs of St. Charles County (center-based services), The Child Center (forensic interviews and advocacy), Eleventh Circuit Family Court (supervised visitation), FamilyForward (psychological assessments), Our Lady's Inn (services to teen parents), Saint Louis Counseling (counseling), and UMSL Center for Behavioral Health (psychological assessments) were due to high demand. The Child Center (school-based prevention), Compass Health Network (Counseling – Pinocchio), Saint Louis Counseling (crisis interventions) and United Services for Children (specialized classroom instruction and behavioral services) were over the variance due to school-based usage.

A motion was made to approve a wire-transfer for \$467,000 for the month of September. (M.S.P.: Elliott/Boschert) – Motion passed.

Bruce Sowatsky reported revenues have increased 6.9% year to date.

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

**Report of Standing Committees:**

- Children's Trust Fund: Bruce Sowatsky reported the 2021 Children's Trust Fund application is available on the CCRB website and the deadline is by 2:00 p.m. on December 11. The CCRB anticipates they will have approximately \$12,000 available for grants.
- Finance: No Finance Report.
- Personnel: Nancy Schneider reported the Executive Director Evaluation forms were distributed to the Board and should be returned to Nancy by November 9.
- Executive – Policies and Procedures: No Executive – Policies and Procedures report.

**Report of Executive Director:** Bruce Sowatsky reported:

- On October 15, The Board and staff met to review the 2018-2020 CCRB Strategic Plan on and provided feedback for the 2021-2023 CCRB Strategic Plan. A draft of the new strategic plan will be available by year end.
- Michelle McElfresh and Jeanne Spencer have started agency site audits and will review 4 months of billing due to the delay of spring site audits to accommodate for COVID-19 restrictions.
- Bruce met with the 2021 funding applicants in preparation for the agency hearings before the Board in November.
- Dr. Cynthia Berry and Bruce presented at the 2020 Community Services Summit and hosted a live question and answer session with attendees.
- Bruce will discuss with Commerce Bank the options for electronic check payments in 2021. He will review the information with the Finance Committee.
- Bruce will meet with the County Finance Director to review revenue projections for 2021, in order to start creating the 2021 CCRB budgets.
- The CCRB's art contest call for submissions was sent out to all County high school art teachers. The deadline for submissions is December 1.

**Old Business:** No Old Business.

**New Business:**

- **Line Item Transfer Request – Megan Meier Foundation:** Bruce reported the Megan Meier Foundation (MMF) requested a line item transfer to increase Individual Counseling by 28.1 units (\$3,292.07) and decrease Group Counseling by 18.5 units (\$3,292.07) due to MMF being unable to provide group services due to COVID-19 restrictions.

A motion was made to approve the Megan Meier Foundation's request to increase Counseling by 28.1 units (\$3,292.07) and to decrease Group Counseling by 18.5 units (\$3,292.07). (M.S.P.: Elliott/Williams) – Motion passed.

- **Line Item Transfer Request – Foster & Adoptive Care Coalition:** Bruce reported the Foster & Adoptive Care Coalition (FACC) requested a line item transfer between programs to increase Family Works services by 75 units (\$7,740.00) and to decrease Educational Advocacy by 78.1 units (\$7,740.00) because they have utilized all Family Works funding and have experienced lower utilization in Educational Advocacy services, due to COVID-19.

A motion was made to approve the Foster & Adoptive Care Coalition’s request to increase Family Works services by 75 units (\$7,740.00) and to decrease Educational Advocacy by 78.1 units (\$7,740.00). (M.S.P.: Elliott/Boschert) – Motion passed.

- **Supplemental Funding:** Bruce reported errors were made with 2020 Supplemental funding for United Services for Children and Big Brothers Big Sisters.

United Services appeared to have more funding remaining so the CCRB reduced their Supplemental funding request for Specialized Instruction (IBIC) by 483 units. Bruce recommended granting the additional 483 units (\$2,246.29).

A motion was made to approve additional Supplement funding for United Services for Children for their Home & Community-based program, Specialized Instruction at 483 units (\$2,246.29) as presented. (M.S.P.: Marty/Dobbins) – Motion passed.

Big Brothers Big Sisters had fewer 2020 Mentoring units than was originally calculated. Bruce recommended the Board grant their Supplemental funding request for 80 units (\$2,476.80).

A motion was made to approve Supplemental funding for Big Brothers Big Sisters’ mentoring program for 80 units (\$2,746.80) as presented. (M.S.P.: Dobbins/Elliott) – Motion passed.

- **Contract with BOLD Consulting:** Bruce reported additional data on the Missouri Student Survey is available to be added to the CCRB Impact Report on Child Well-being, and he recommends increasing the contract with Dr. Cynthia Berry of BOLD Consulting by \$2,100 for a contract total of \$12,100. The additional fees will be used to update the data in the report Dr. Cynthia Berry was hired to provide.

A motion was made to approve the increase for BOLD Consulting’s contract to \$12,100.00 as presented. (M.S.P.: Dobbins/Williams) – Motion passed.

**Announcements:** Todd Barnes from the Community Council of St. Charles County announced the 2020 Community Services Summit in October had 200 participants for the all virtual presentations. The Summit went well and the Community Council looks forward to meeting in person for 2021.

**Adjournment:** A motion was made to adjourn the meeting at 8:48 a.m. (M.S.P.: Williams/Dobbins) – Motion passed.