

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
July 26, 2021

Meeting Call to Order: The meeting was called to order at 8:00 a.m.

Roll Call and Guests:

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

Absent: Larry Marty (vacation) and Allison Onder

Staff: Bruce Sowatsky, Michelle McElfresh, Jeanne Spencer

Guests: Jennifer Stenger and Mark Halastik (Big Brothers Big Sisters), Jacquelynne McClelland (Boys & Girls Club), Ben Chambers (CHADS Coalition for Mental Health), Julie Seymore and Christine TenEyck, (The Child Center, Inc.), Todd Barnes (Community Council of St. Charles County), Kristen Huggins (Community Living), Katrina McDonald Fuller (Compass Health Network), DiAnne Mueller (Crisis Nursery), Jessica Coulter, Paula Ellis, and Stephanie Klopfer (Epworth Children & Family Services), Traci Smith (Family Advocacy & Community Training), Anne Zink (Foster & Adoptive Care Coalition), Shima Rostami (Gateway Human Trafficking), Kathy Thompson (LINC St. Charles County), Courtney Knipp (Lutheran Family & Children's Services), Tina Meier and Will Wallis (Megan Meier Foundation), Melinda Monroe (Nurses for Newborns), Denise Fondren (Our Lady's Inn), Kelly Broeker and Megan Payton (Preferred Family Healthcare), Sandra Barker (Saint Louis Counseling), Katie Roam and Rebecca Ingle (The Sparrow's Nest), Brittany Morgan (Saints Joachim & Ann Care Service), Felicia Linear and Madronica Malone (ThriVe St. Louis), Nathan Harms (TREE House of Greater St. Louis), Denise Liebel (United Services for Children), and Cheri Thurman

Approval of Minutes: A motion was made to approve the June 28, 2021 Board minutes. (M.S.P.: Boschert/Dempsey) – Motion passed.

Partner Presentation:

- **Big Brothers Big Sisters:** Mark Halastik and Jennifer Stenger presented an overview of the mentoring services Big Brothers Big Sisters provides in St. Charles County. They are supporting 86 matches in St. Charles County. For the past year BBBS has been focused on uninterrupted support and stability for the youth, their families, and the adult volunteers. They created a care team to focus on the physical and mental health of the participating parties, and a resource team which helps ensure the youth's family has access to food, shelter, and other necessities vital to stability. BBBS started offering virtual recruitment and matching so they were able to continue to serve youth. Some matches have started to meet in person depending on the comfort level of all parties. Jennifer shared a success story about one of the matches in St. Charles County.

Public Comment: No Public Comment.

Report of the Chair: No Report of the Chair.

Report of the Treasurer: Cory Elliott gave the Report of the Treasurer and reported on the financial statement ending June 30, 2021. The following balances were reported:

Balance	Amount	Budget for Month
Services Fund	\$2,816,788.58	
Current Assets	\$4,059,674.39	
Actual tax revenues	\$858,031.16	\$684,741.00
Investment Income	\$7,344.64	
Fundraising	\$0.00	
Miscellaneous Revenue	\$0.00	
Total Revenue	\$865,375.80	\$684,706.67
Services Requests	\$432,818.41	\$719,611.18

Explanation of the 16 line items that were over the 5% variance and over \$1,000 included: Bethany Christian Services (respite), The Child Center (counseling), Community Council (Coordinated Entry), Compass Health Network (PWF psychiatry consultation), FamilyForward (psychological assessments), Gateway Human Trafficking (presentations), LINC St. Charles County (wraparound), Saint Louis Counseling (counseling), and Youth In Need (crisis interventions, student counseling, shelter counseling, and shelter room & board) were due to high demand. Compass Health Network (School-Based Mental Health Specialists), NAMI St. Louis (prevention) and United Services for Children (social work) were over the variance due to school-based usage. The Boys & Girls Clubs of St. Charles County (home & community-based) was over the variance due to multiple months of billing.

A motion was made to approve a wire-transfer for \$442,800 for the month of June. (M.S.P.: Elliott/Dempsey) – Motion passed.

Bruce reported revenues increased 9% over 2020 year-to-date.

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

Report of Standing Committees:

- Children’s Trust Fund: Bruce reported the CCRB received \$2,500 for the 4th quarter and has been granted an extension to use the money. A grant process will be used to distribute the amount; more details will be announced as they become available.
- Finance: The Finance Committee met virtually and to discuss making supplemental funds available. Their decision will be reported in Old Business.
- Personnel: No Personnel Committee report.
- Executive – Policies and Procedures: Bruce reported the CCRB staff has started reviewing the Governance section and the CCRB Bylaws and will submit revision recommendations to the Executive – Policies and Procedures Committee before the August meeting.

Report of Executive Director: Bruce Sowatsky reported:

- A review was conducted of finances and the supplemental funding process with revisions made to the application and scoring sheets to ensure a more efficient process.

- The CCRB analyzed the results of a survey sent out about agency staffing concerns. Bruce presented an overview of the survey results and plans to host a “think tank” meeting with agency partners in August. An email will be sent to the Board and agency partners with the full survey results.
- Bruce and Cory Elliott solicited a proposal from StratcommRx for Diversity, Equity, and Inclusion (DEI) training for the CCRB staff and a review of the CCRB’s marketing and data. A recommendation for action will be presented in Old Business.
- Bruce met with the Community Council regarding homelessness, and they reviewed the City of Refuge program as a potential model for St. Charles County.
- The CCRB staff conducted two trainings with agency partners to review changes to the mid-year report process. Agencies should reach out if they were unable to attend the training and need support.
- The CCRB is accepting bids for a three year audit contract beginning with the 2021 audit. An advertisement was placed in the St. Louis Business Journal and bids are due August 31.

Old Business:

- **Supplemental Funding:** Bruce reported revenues have continued to increase for the year and the CCRB’s reserve fund is over \$2.8 million, which is greater than policy requires. Bruce met with the Finance Committee, and they recommend beginning to spend down funds by approving \$300,000 for supplemental funding for 2021 agency partners. Currently 16 programs are predicted to utilize 100% of their 2021 before the end of the year. If the Board offers supplemental funding, applications will be made available following the meeting and must be submitted by August 6 for consideration.

A motion was made to approve \$300,000 for 2021 Supplemental funding as presented. (M.S.P.: Dempsey/Boschert) – Motion passed.

Diversity Consultant Contract: Bruce reported StratcommRx submitted a proposal for \$20,000 to review the CCRB’s marketing and data through a racial lens and to conduct Diversity, Equity, and Inclusion training for the CCRB staff. Their services would address goals in the 2021-2023 Strategic Plan regarding ensuring the CCRB’s funded services are inclusive and equitable to all populations in St. Charles County. The StratcommRx contract would be from August through December 2021.

A motion was made to approve a contract with StratcommRx for \$20,000 to provide Diversity, Equity, and Inclusion services as presented. (M.S.P.: Elliott/Boschert) – Motion passed.

New Business: No New Business.

Announcements:

Jacquelynn McClelland announced the Boys & Girls Clubs of St. Charles County will host a Back to School Bash for families on July 31 at the Boys & Girls Clubs’ St. Charles location. All in the community are invited to attend.

Todd Barnes announced the Community Council of St. Charles County's next network luncheon is on August 12 from 11:30 to 1:00 p.m. at the Community Commons at Spencer Road Library.

Adjournment: A motion was made to adjourn the meeting at 8:52 a.m.
(M.S.P.: Dobbins/Boschert) – Motion passed.