

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
September 27, 2021

**Meeting Call to Order:** The meeting was called to order at 8:03 a.m.

**Roll Call and Guests:**

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

Staff: Bruce Sowatsky, Michelle McElfresh, Jeanne Spencer

Guests: Jacquelynne McClelland (Boys & Girls Club), Kristin Wyninegar (CHADS Coalition for Mental Health), Julie Seymore and Amy Robins, (The Child Center, Inc.), Brian Martin (Compass Health Network), DiAnne Mueller (Crisis Nursery), Nicole Morris (Eleventh Circuit Family Court), Jessica Coulter, Paula Ellis, and Stephanie Klopfer (Epworth Children & Family Services), Heather Lytle and Rachel Svejkosky (Family Advocacy & Community Training), Shima Rostami (Gateway Human Trafficking), Kathy Thompson (LINC St. Charles County), Courtney Knipp (Lutheran Family & Children's Services), Tina Meier (Megan Meier Foundation), Melinda Monroe (Nurses for Newborns), Denise Fondren and Stephanie Merritt (Our Lady's Inn), Beth Sailors, Kelly Broeker, and Megan Payton (Preferred Family Healthcare), Saundra Barker (Saint Louis Counseling), Brittany Morgan (Sts. Joachim & Ann Care Service), Felicia Linear and Madronica Malone (ThriVe St. Louis), Nathan Harms (TREE House of Greater St. Louis), and Cheri Thurman

**Board Member Oath of Office:** Matt Pirtle was sworn in as a new Board member for the remainder of Allison Onder's term ending 12/31/2021.

**Approval of Minutes:** A motion was made to approve the August 23, 2021 Board minutes. (M.S.P.: Boschert/Marty) – Motion passed.

**Partner Presentation:**

- **CHADS Coalition for Mental Health:** Kristin Wyninger, Social & Emotional Well-Being Mentoring program manager, presented on the services provided by CHADS for St. Charles County youth, families, and professionals. Highlights for 2021 include:
  - 400+ Signs of Suicide prevention presentations to youth in four St. Charles County school districts.
  - The Family Support program served 53 students with 500 sessions in nine schools in Francis Howell and Wentzville school districts.
  - The school-based Social Emotional Well-being program is on target to serve 50 students. This is the newest CCRB-funded program.

Kristin reported they are witnessing an increased number of students experiencing and reporting suicidal ideation and they are working to ensure support services are available to all youth and their families.

- **Sts. Joachim & Ann Care Service:** Brittany Morgan, Director of Program Services, presented an overview of the Children and Family Development program, which supports families who are homeless or near homeless and have children under 18 years old. The Care Service has served 190 St. Charles County families to date in 2021 and expects to serve more before the end of the year. Brittany also shared the Care Service is celebrating 40 years of service and has hosted many celebratory activities for the community and staff.

**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 August 31, 2021. The following balances were reported:

<b>Balance</b>	<b>Amount</b>	<b>Budget for Month</b>
Services Fund	\$3,216,169.67	
Current Assets	\$4,467,439.35	
Actual Tax Revenues	\$709,581.29	\$684,741.00
Investment Income	\$0.00	
Fundraising	\$0.00	
Miscellaneous Revenue	\$0.00	
Total Revenue	\$709,581.29	\$684,706.67
Services Requests	\$421,844.96	\$753,356.57

Explanation of the 17 line items that were over the 5% variance and over \$1,000 included: Bethany Christian Services (respite), The Child Center (counseling, forensic interviews, and advocacy), Community Council (Coordinated Entry), Community Living (home-based), Epworth Children and Family Services (psychological assessments), FamilyForward (counseling), Foster & Adoptive Care Coalition (educational advocacy), Nurses for Newborns (home-based), Our Lady's Inn (teen parents), Preferred Family Healthcare (Outpatient – psychiatry), UMSL Center for Behavioral Health (psychological assessments), and Youth In Need (crisis interventions) were due to high demand. United Services for Children (behavioral services, social work, and specialized classroom) was over the variance due to school-based usage.

A motion was made to approve a wire-transfer for \$422,000 for the month of August. (M.S.P.: Elliott/Dempsey) – Motion passed.

Cory reported revenues have increased 8.9% over 2020 year-to-date and projected services utilization is 80% for the year.

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

**Report of Standing Committees:**

- Children's Trust Fund: Bruce reported the Children's Trust Fund will be discussed in New Business.
- Finance: No Finance Committee report.
- Personnel: No Personnel Committee report.
- Executive – Policies and Procedures: Larry Marty reported a Second Reading will be conducted in Old Business.

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

- Michelle McElfresh reported on the 2021 Mid-Year Reports from agency partners. The CCRB-funded programs have served 68,019 children in 2021 and achieved 93.1% of their clinical outcome goals (163 out of 175 goals.) Michelle shared the number of children served in from January to June 30, 2021 is the highest in the history of the CCRB mid-year reporting.
- The CCRB staff invited agency partners to participate in a Staffing meeting to discuss the shortages and turnover many agencies are experiencing. Feedback from the meeting was distributed to all agency directors following the meeting. The Board was emailed a summary of the meeting.
- Fifty-four Applications for Funding were received for the 2022-2023 funding cycle. The Board will receive the application summaries and score sheets in mid-October and applicants will present before the Board on November 17 and November 18.
- CCRB staff completed their first workshop with the Diversity consultant.
- Jeanne Spencer is working with a design company to create a new lobby sign for the CCRB office.
- Bruce will meet with the County Finance Director in October to discuss anticipated revenues for 2022.
- The CCRB will exhibit at the Community Services Summit on October 21. The CSS will take place virtually and in-person at Calvary Church in St. Peters.
- Bruce will meet with the County school districts to discuss trauma training for 2022. The Superintendents report they want to retrain all staff due to staff turnover and expansion since 2017.

**Old Business:** CCRB Policies – 2<sup>nd</sup> Reading. The Board reviewed the suggested revisions to the Governance policies and Bylaws presented in the 1<sup>st</sup> Reading. No other suggestions were received from Board members, the CCRB staff, or agency partners.

A motion was made to approve the amendments to the CCRB Governance policies and the CCRB Bylaws as presented. (M.S.P.: Marty/Dempsey) – Motion passed.

**New Business:**

- **Line Item Transfer Request – LINC St. Charles County:** Bruce reported LINC requests to reduce Case Management by 89 units (\$1,246.00) and to reduce Counseling by 100 units (\$6,000.00) and to increase Wraparound by \$7,246.00 to meet increased demand for services. LINC reports they have seen a more families in crisis due to COVID and the decrease of emergency assistance programs.

A motion was made to approve the request to approve LINC St. Charles County's line item transfer request to increase Wraparound services by \$7,246.00 and to decrease Case Management (89 units, \$1,246.00) and Counseling (100 units, \$6,000.00) as presented. (M.S.P.: Dobbins/Elliott) – Motion passed.

- **Children's Trust Fund Award:** The CCRB received \$2,500 for 4<sup>th</sup> quarter earnings. Two applications were received for CTF funding for remainder of 2021. Molly Dempsey reported the CTF Committee recommends awarding the money to Our Lady's Inn to purchase safety and baby equipment for the mothers and children residing at OLI.

A motion was made to approve Our Lady's Inn request for \$2,500 from the Children's Trust Fund to be used for safety and baby equipment. (M.S.P.: Dempsey/Elliott) – Motion passed.

- **2021-2023 Auditor Selection:** Bruce Sowatsky reported the Finance committee received one bid for 2021 to 2023. The Finance committee recommends accepting the bid from Sikich for 2021-2023. Sikich is the current auditor and the bid totaled \$21,600.00

A motion was made to accept the bid from Sikich for the 2021-2023 audit contract for \$21,600.00 as presented. (M.S.P.: Dobbins/Elliott) – Motion passed.

- **Supplemental Funding:** Bruce reported the CCRB's reserve fund is higher than required, even after granting Supplemental funding in August. Bruce recommends the Board use \$200,000-\$250,000 for a second Supplemental grant. The deadline for applying would be October 8 and the Board would make the final decision at the October 25 Board meeting.

A motion was made to offer \$250,000 for Supplement services funding in October as presented. (M.S.P.: Boschert/Marty) – Motion passed.

### **Announcements:**

Denise Fondren of Our Lady's Inn introduced their new Child Advocate, Stephanie Merritt. Stephanie replaces Kaitlyn Ashen, who has moved to a new position.

Todd Barnes of the Community Council of St. Charles County announced the Community Services Summit (CSS) on October 21. The CSS be hybrid with 14 remote sessions and participants can attend the Exhibitor Hall in person at Calvary Church. Registration is available for attendees and exhibitors until October 8. The Community Council has also been working with a housing task force which will meet with Bruce Deel and the Atlanta City of Refuge program on October 12.

Jacquelynn McClelland of the Boys & Girls Clubs of St. Charles County announced their Trunk or Treat events on October 29 (St. Charles) from 6-8 p.m. and October 30 (O'Fallon) from 5-7 p.m. They are seeking community partners to hand out treats and information to families.

**Adjournment:** A motion was made to adjourn the meeting at 8:54 a.m. (M.S.P.: Dobbins/Pirtle) – Motion passed.