

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
**February 26, 2024**

**Meeting Call to Order:** The meeting was called to order at 8:05 a.m.

**Roll Call and Guests:**

Present: Molly Dempsey, Cory Elliott, Ken Dobbins, Dave Beckering, Jon Cunningham, Larry Marty, Jim Schaberg, Nancy Schneider, and Catherine Williams

Staff: Michelle McElfresh, Jeanne Spencer, and Anna Muhm

Guests: Rapheal Ingram (Behavioral Health Response, Inc.); Aleisha Mulnix (Boys & Girls Clubs of St. Charles County); Jim Wallis (Chestnut Health Systems Inc.); Todd Barnes (Community Council of St. Charles County); Sheri Wiltse (Community Living, Inc); Katrina McDonald-Fuller (Compass Health Network); Sally Hornstra (Cornerstones of Care); Rebecca McNulty (Edward Jones); Kari McAvoy (EMD Consulting); Rachel Svejkosky and Christine Vaccarro (Family Advocacy and Community Training - F.A.C.T); Jennifer Vorachack (FamilyForward); Andrew Berhorst (Foster & Adoptive Care Coalition); Kathy Thompson and Melba Thompson (LINC St. Charles County); Courtney Knipp (Lutheran Family and Children's Services of Missouri); Tina Meier (Megan Meier Foundation); Jessie Brown (NAMI St. Louis); Melinda Monroe (Nurses for Newborns); Denise Fondren (Our Lady's Inn); Angela Casimere (Saint Louis Counseling); DiAnne Mueller (St. Louis Crisis Nursery); Brittany Morgan (Sts. Joachim and Ann Care Service); Julie Seymore (The Child Advocacy Center); Rebecca Ingle and Katie Lyczak (The Sparrows Nest); Juvaughn Baker, Kaylah Griffith, and Jaleesa King (ThriVe St. Louis, Inc.); and Leslie Tucker (United Services for Children)

**Approval of Minutes:** A motion was made to approve the January 22, 2024 Board Minutes. (M.S.P.: Cunningham/Schneider) – Motion passed.

**Board Member Oath of Office:** Dave Beckering was sworn in as a new board member. His term ends December 31, 2025.

**Partner Spotlight:**

- **ThriVe St. Louis:** Juvaughn Baker, Best Choice Director of Programs, presented on the need to meet students where they are online and to educate parents, and teachers on social media and through a podcast. Jaleesa King, Best Choice Educator, reported in 2023, over 4,000 students have been reached by the Best Choice program and 1,300 by the Date Safe/ Stay Safe program. Kayla Griffith, Best Choice Educator, reported some social media data showing that many Best Choice followers on social media are from St. Charles County and announced an upcoming newsletter for parents, teachers and teens.

**Public Comment:** No Public Comment.

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

**Report of the Treasurer:**

- **Approval of Amended December 2023 Report:** There was a change to the December 31, 2023 financial statements: Missouri Eating Disorders Association was previously excluded from the report.

A motion was made to approve the revised December 31, 2023 financial statements.  
(M.S.P.: Dobbins/Cunningham) – Motion passed.

- **Report of the Treasurer:** Ken Dobbins gave the Report of the Treasurer and reported on the financial statement ending January 31, 2024. The following balances were reported:

| Balance             | Amount          | Budget for Month |
|---------------------|-----------------|------------------|
| Services Fund       | \$ 6,095,783.00 | \$ 848,900.00    |
| Current Assets      | \$ 7,593,229.53 | \$ 16,250.00     |
| Actual tax revenues | \$ 820,745.62   | \$ 50.00         |
| Investment Income   | \$ 0.00         |                  |
| Fundraising         | \$ 0.00         |                  |
| Refund of Taxes     | \$ 0.00         | \$ (3,750.00)    |
| Total Revenue       | \$ 820,745.62   |                  |
| Services Requests   | \$ 1,065,693.32 |                  |
| ARPA Funds          | \$ 288,200.32   |                  |

A motion was made to approve a wire-transfer for expenditures of \$1,065,700.00 for the month of January 2024. (M.S.P.: Dobbins/Beckerling) – Motion passed.

A motion was made to approve a wire-transfer for ARPA expenditures of \$288,200.32 the month of January 2024. (M.S.P.: Dobbins/Elliott) – Motion passed.

- **5% Variance Report:** Bruce Sowatsky reported the 5% variance and over \$1,000.00 report is now based on the overall program expenses, rather than each line item.

Explanations of the 21 programs that were over the 5% variance and over \$1,000 included: CHADS Coalition for Mental Health (Mentoring); Compass Health Network (Pinocchio, Prevention, and School-Based MHS); PreventEd; The Child Advocacy Center (Prevention); and United Services for Children were due to school-based usage. Bethany Christian Services; Big Brothers Big Sisters of Eastern Missouri (Mentoring); CHADS Coalition for Mental Health (Family Support); Community Living, Inc. (Respite); Department of Mental Health (Medicaid Match); Foster & Adoptive Care Coalition (30 Days to Family, Educational Advocacy, and Family Works); LINC St. Charles County; Megan Meier Foundation (Counseling); Our Lady's Inn; St. Louis Crisis Nursery (Respite); Sts. Joachim and Ann Care Service; and Youth In Need, Inc. (Transitional Living) were due to high demand.

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

**Report of Standing Committees:**

- **Finance:** No report.
- **Personnel:** No report.
- **Executive – Policies and Procedures:** Governance policies will be under review in 2024.

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

- **Site Audit Report:** Michelle McElfresh reported on the 2023 Fall site audits. Overall, 96.6% of files reviewed achieved 100% accuracy in billing, age, and residency requirements.
- **2023 Annual Reports:** Annual reports from agency partners were due on February 22. Staff will begin to process those to develop the CCRB 2023 Annual Report and Outcome measures.
- **2024 Planning Schedule:** Staff spent several days over the past month planning for 2024.
- **Audit Update:** Bruce reported the contract with the new auditor, CliftonLarsonAllen, has been signed. Through shared portal information, the process will be more streamlined. Meetings with CliftonLarsonAllen begin later today.
- **Succession Planning:** Planning for Bruce's retirement is proceeding.
- **2024 Needs Assessment:** Bruce will complete the needs assessment with Dr. Cynthia Berry from Berry Organizational & Leadership Development (BOLD) before his retirement.
- **Final ARPA Cycle:** Staff has reported there are approximately \$100,000.00 to \$110,000.00 in ARPA funds that will need to be allocated before the end of 2024. The focus for these funds will be on capital projects rather than services and grants due to the small amount available.
- **Hearings/Showcase and 2024-25 Funding Meeting Review:** Surveys will be sent to partner agencies requesting feedback on the new Zengine portal, and the grant review process. Several suggestions were made by the board for ways to have both hearings and showcases. A survey will be sent to the board to gather responses.

**Old Business:** No Old Business.

**New Business:** No New Business.

**Announcements:**

- Jeanne Spencer (CCRB) announced there are Shower of Love blankets, and Easter Eggs available for agencies to take at the meeting today.
- Todd Barnes (Community Council of St. Charles County) announced the monthly luncheon on March 7 at the St. Charles County Ambulance District located at 200 Salt River Road in St. Peters. The topic will be Trauma Informed Care presented by Kristin Meyers from Compass Health Network. He also announced a meeting with the CAPS students on February 29, to develop a pipeline of workers into the mental health field along.
- Katrina McDonald-Fuller (Compass Health Network) requested that agencies advertise that the 988 hotline is available for all ages. Promotional materials are available upon request.
- Leslie Tucker (United Services for Children) announced their *Exploring the Spectrum* conference, on April 6 with Mandy Nola from F.A.C.T. and Dr. Robert Fitzgerald presenting. Register online at <https://unitedservicesforchildren.org/>
- DiAnne Mueller (St. Louis Crisis Nursery) thanked everyone for their support throughout the years as she leaves the Crisis Nursery. She also announced the Razzle Dazzle Ball on April 6. Register online at <https://www.crisisnurserykids.org/events/razzle-dazzle-2024>

**Adjournment:** A motion was made to adjourn the meeting at 8:55 a.m.  
(M.S.P.: Dobbins/Schneider) – Motion passed.