

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
February 27, 2023

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

**Roll Call and Guests:**

Present: Molly Dempsey, Ken Dobbins, Cory Elliott, Larry Marty, Matt Pirtle, Nancy Schneider, and Catherine Williams

Staff: Bruce Sowatsky, Michelle McElfresh, and Jeanne Spencer

Guests: Aleisha Mulnix (Boys & Girls Club), Kristin Wyninegar (CHADS Coalition for Mental Health), Jim Wallis (Chestnut Health), Christine TenEyck (The Child Advocacy Center of Northeast Missouri), Todd Barnes (Community Council of St. Charles County), Katie Corrigan (Community Living), Katrina McDonald Fuller (Compass Health Network), DiAnne Mueller (Crisis Nursery), Kim Mims, Paula Ellis, and Stephanie Klopfer (Epworth Children & Family Services), Heather Lytle and Rachel Svejkosky (Family Advocacy and Community Training – F.A.C.T.), Alisha Acosta (FamilyForward), Kathy Thompson (LINC St. Charles County), Courtney Knipp (Lutheran Family & Children's Services), Tina Meier (Megan Meier Foundation), Denise Fondren (Our Lady's Inn), Kelly Broeker (Preferred Family Healthcare), Zane Maus (Saint Louis Counseling), Brittany Morgan (Sts. Joachim & Ann Care Service), Rebecca Ingle (The Sparrow's Nest), Suz Entzeroth (Thrive St. Louis), Lori Kohrs (United Services for Children), and Cara Merritt (Youth In Need)

**Approval of Minutes:** A motion was made to approve the January 23, 2023 Board Minutes. (M.S.P.: Schneider/Dobbins) – Motion passed.

**Partner Presentation:**

- **CHADS Coalition for Mental Health:** Kristin Wyninegar, Social Emotional Well-being Program Director, shared an overview of their CCRB-funded programs. CHADS has grown their Social Emotional Well-being Mentoring program to include all public school districts and at the Juvenile Justice center in the County. Kristin shared several “sunburst moments,” which are direct feedback from students they worked with in the schools.
- **Thrive St. Louis:** Juvaughn Baker, Best Choice Program Manager, and Suz Entzeroth, Stay Safe Program Manager, presented an overview of their CCRB-funded programs.

**Public Comment:** No Public Comment.

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

**Report of the Treasurer:** Ken Dobbins gave the Report of the Treasurer and reported on the financial statement ending January 31, 2023. The following balances were reported:

Balance	Amount	Budget for Month
Services Fund	\$6,055,056.56	
Current Assets	\$7,251,855.44	
Actual tax revenues	\$871,096.70	\$828,600.00
Investment Income	\$10,666.68	\$6,000.00
Fundraising	\$0.00	\$50.00

Refund of Taxes	\$0.00	(\$3,000.00)
Total Revenue	\$881,763.38	\$831,650.00
Services Requests	\$937,417.90	\$1,119,992.44
ARPA Funds	\$90,335.39	\$83,554.00

Explanations of the 30 line items that were over the 5% variance and over \$1,000 included: CHADS Coalition for Mental Health (home-based), The Child Advocacy Center (advocacy, counseling, forensic interviews), Community Council of St. Charles County (Coordinated Entry), Compass Health Network (Partnership with Family-Care Coordination), FamilyForward (counseling), Foster & Adoptive Care Coalition (30 Days to Family), Gateway Human Trafficking (presentations, program specialist, and video), LINC St. Charles County (wraparound), Lutheran Family and Children's Services (counseling), Megan Meier Foundation (individual counseling), Our Lady's Inn (teen parents), Preferred Family Healthcare (Outpatient Substance Use Treatment – assessments and group counseling), UMSL Center for Behavioral Health (psychological assessments), and Youth In Need (Counseling - counseling-student) were due to high demand. CHADS Coalition for Mental Health (mentoring), The Child Advocacy Center (prevention), Compass Health Network (School-based Mental Health Specialists-therapy and School-based prevention), NAMI St. Louis (prevention), Preferred Family Healthcare (Team of Concern-intakes), and United Services for Children (social work) were over the variance due to school-based usage. Compass Health Network (Pinocchio-individual and Medicaid) were over the variance due to multiple months of billing.

A motion was made to approve the Financial Report and a wire transfer for Core Services for \$937,400.00 for the month of February. (M.S.P.: Dobbins/Pirtle) – Motion passed.

A motion was made to approve a wire transfer for ARPA payments of \$90,335.39 for the month of February. (M.S.P.: Dobbins/Williams) – Motion passed.

Bruce reported revenues have increased 20% year-to-date.

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

**Report of Standing Committees:**

- Finance: No Finance report.
- Personnel: No Personnel report.
- Executive – Policies and Procedures: No Executive – Policies and Procedures report.

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

- Staff managed daily operations while Bruce was on vacation in February. They focused on implementing the restructured program management system with agency partners.
- CCRB staff began working on the 2023-2025 strategic plan and met with consultant Wendy Dyer. Two executive director feedback sessions are scheduled for March 7 and March 8. Agency executives have signed up and post-session surveys will be sent out in March.
- Progress is being made on implementing the grants management solution. The estimated completion date is in April.
- The part-time Administrative Assistant job description has been updated and the opening will be posted on Indeed and through media channels in early March.

- Pastor Raymond Horry did not request re-appointment to the Board. He submitted his resignation to the County Executive.

**Old Business:** No Old Business.

**New Business:** Bruce requested the Board authorize the CCRB to offer supplemental funding throughout the year, to be responsive to agency needs. Supplemental applications would be due monthly, and agencies should request enough to fund services through the remainder of their contract. Applications will be made available beginning in March. The Board retains final approval for any request.

A motion was made to offer supplemental funding throughout the year as presented.  
(M.S.P.: Pirtle/Marty) – Motion passed.

**Announcements:**

Katrina McDonald Fuller, Compass Health Network, announced their event Team Up for Mental Health on May 13 at the Boys & Girls Clubs' St. Charles location.

Kelly Broeker, Preferred Family Healthcare, announced their 5k run on May 5, 2023 at 6 p.m. at Frontier Park in St. Charles.

Todd Barnes, Community Council of St. Charles County, announced Karen Englert will present at their Network Luncheon on Thursday, March 2 at the Spencer Road Library. He also announced the Community Council has been searching for a new agency location and they have multiple options to consider.

A motion was made to move into Closed Session. (M.S.P.: Schneider/Dobbins) – Motion passed.

A motion was made to move into Open Session. (M.S.P.: Dobbins/Pirtle) – Motion passed.

Molly Dempsey announced the Board approved the changes to Epworth's contract for their Transitional Living Program as presented.

**Adjournment:** A motion was made to adjourn the meeting at 9:03 a.m. (M.S.P.: Schneider/Pirtle) – Motion passed.