

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
April 24, 2023

**Meeting Call to Order:** The meeting was called to order at 8:02 a.m.

**Roll Call and Guests:**

Present: Molly Dempsey, Ken Dobbins, Larry Marty, Matt Pirtle, Jim Schaberg, and Nancy Schneider

Absent: Cory Elliott (work) and Catherine Williams (personal)

Staff: Bruce Sowatsky, Michelle McElfresh, Anna Muhm, and Jeanne Spencer

Guests: Dan Guest (Behavioral Health Response); Aleisha Mulnix (Boys & Girls Club); Julie Seymore (The Child Advocacy Center); Todd Barnes (Community Council); Katie Corrigan (Community Living); Katrina McDonald Fuller (Compass Health Network); DiAnne Mueller, Nicole Dulle, and Penny Valvero (Crisis Nursery); Rachel Svejkosky (Family Advocacy & Community Training – F.A.C.T.); Alisha Acosta (Family Forward); Shima Rostami (Gateway Alliance Against Human Trafficking); Kathy Thompson (LINC); Courtney Knipp (Lutheran Family & Children's Services); Tina Meier (Megan Meier Foundation); Melinda Monroe (Nurses for Newborns); Denise Fondren (Our Lady's Inn); Kelly Broeker (Preferred Family Healthcare); Kim Sherony (PreventEd); Zane Maus and Christopher Seigel (Saint Louis Counseling); Brittany Morgan (Sts. Joachim & Ann Care Service); Rebecca Ingle (The Sparrow's Nest); Javaughn Baker (ThriVe St. Louis); Leslie Tucker (United Services for Children); and Cara Merritt (Youth in Need)

**Swearing in of New Board Member:** Jim Schaberg was sworn in as a new board member. His term ends December 31, 2025.

**Approval of Minutes:** A motion was made to approve the March 27, 2023 Board Minutes. (M.S.P.: Schneider/Pirtle) – Motion passed.

A motion was made to approve the March 27, 2023 Strategic Plan Meeting Minutes. (M.S.P.: Schneider/Marty) – Motion passed.

**Partner Presentation:**

- **St. Louis Crisis Nursery:** DiAnne Mueller, CEO of Crisis Nursery, presented on bringing the play therapy program to daycare centers, Nicole Dulle presented on their 30 neighborhood canvassing efforts, and Penny Valvero presented on the Family Empowerment Program, which served 190 families through 1,940 sessions.
- **Sts. Joachim & Ann Care Service:** Brittany Morgan, Director of Program Services, presented a successful case study on the impact of the transitional housing services; where a former client was able to purchase their own home.

**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 March 31, 2023. The following balances were reported:

<b>Balance</b>	<b>Amount</b>	<b>Budget for Month</b>
Services Fund	\$ 5,784,818.27	
Current Assets	\$ 6,989,027.29	
Actual tax revenues	\$ 643,255.85	\$ 828,600.00
Investment Income		\$ 600.00
Fundraising		\$ 50.00
Refund of Taxes		\$ (3,000.00)
Total Revenue	\$ 643,255.85	\$ 831,650.00
Services Requests	\$ 860,215.26	\$ 1,127,512.09
ARPA Funds	\$ 73,692.45	\$ 83,554.00

Explanations of the 36 line items that were over the 5% variance and over \$1,000 included: CHADs (Mentoring); Child Center (Prevention); Compass (SBMH Therapy, SBMHS, Pinocchio Individual, and Pinocchio Group); Foster & Adoptive Care (Educational Advocacy); NAMI (CIT and Prevention); Preferred Family (TOC Intakes); Saint Louis Counseling (Crisis Intervention); Thrive (Self Defense); United Services (Social Work and Behavioral Services) were due to school based programs. Boys & Girls Club (Center Based); CHADs (Home Based); Child Advocacy Center (Advocacy, Counseling, and Forensic Interviews); Community Council (Coordinated Entry); Compass (Care Coordination, Parent Partner and Psychiatry); Foster & Adoptive Care (30 Days to Family); Gateway Human Trafficking (Program Specialist); LINC (Wraparound); Lutheran Family (Counseling); Megan Meier Foundation (Individual Counseling); Our Lady's Inn (Teen Parents); Preferred Family (O/P Group Counseling); Treehouse (Equine Assisted Therapy); UMSL-CBH (Psych Assessments); and Youth In Need (Group Counseling and Student Counseling) were due to high demand. Preferred Family (O/P Meds & Labs) occurred over multiple months.

A motion was made to approve a wire-transfer for ARPA funds of \$73,692.45 for the month of March. (M.S.P.: Dobbins/Schneider) – Motion passed.

A motion was made to approve a wire-transfer for \$860,200 for the month of March. (M.S.P.: Dobbins/Dempsey) – Motion passed.

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 Procedure: The committee meet in May or June to review the policies procedures that are scheduled for updates.

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

- The new Administrative Assistant, Anna Muhm, began on April 10<sup>th</sup>.
- Strategic Plan Development will be read in New Business.
- Michelle McElfresh reported on Year End Outputs and Outcome from the agency partners.
  - 90.2% of the agency clinical goals were met in 2022.
- Jeanne Spencer reported on the Data System Update and demonstrated the process of setting up a profile.
- ASPEN Update: Bruce is following up with several school districts and has had meetings with ASPEN. Three school districts have expressed interest in this effort to create an online program to help direct families and students to resources within the community and assess students at risk.
- Missouri Ethics Commission PFDs have been completed by everyone present.
- CAPS Emergency App: Michelle is working with the CAPS program students to create a CCRB app for students to have access to emergency mental health phone numbers. We are hoping to launch the app in the fall.
- The CCRB was selected to present at the CAPS Innovation Summit. The CCRB will be presenting on how to build the “pipeline” for mental health professions on May 8.
- ARPA applications are due by 2:00pm today, April 24.

**Old Business:** No Old Business.

**New Business:**

**2023-25 Strategic Plan – First Reading:** The plan was read. Hearing timeline, line-item transfer removal, reduction of the reserve fund, COLA increases at the midpoint of the contract, and changes to the hearings, were among the changes proposed by the board. An idea was presented to alter the timeline for school-based program funding so those programs could be approved by September and ready for implementation. Updates and comments will be accepted for the next three weeks so the plan can be finalized and voted on at the May Board Meeting.

A motion was made to approve the first reading of the strategic plan.  
(M.S.P.: Dobbins / Schaberg) – Motion passed.

**Announcements:**

- **Community Council** will move to their new location June 1<sup>st</sup>; 2528 Highway K Suite 204 in O’Fallon. The next luncheon is May 4 at the Spencer Library Commons on food insecurity; luncheons after that will be held at various St. Charles County locations.
- **Bridgeway’s** the Force Be With You Domestic Violence/Sexual Assault 5K run will be at Frontier Park on May 5.
- **United services for Children** had an autism event Saturday with 170 attendees; their annual golf tournament is May 19.
- **F.A.C.T.’s** Speakeasy Gala is May 20.
- **Sparrow’s Nest’s** gala is May 12.

**Adjournment:** A motion was made to adjourn the meeting at 9:15 a.m.  
(M.S.P.: Schneider/Schaberg) – Motion passed.