

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
June 27, 2022

**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, Matt Pirtle, and Nancy Schneider, and Catherine Williams

Absent: Pastor Raymond Horry (personal) and Larry Marty (vacation)

Staff: Bruce Sowatsky, Michelle McElfresh, and Jeanne Spencer

Guests: Jacquelynne McClelland (Boys & Girls Club), Julie Seymore (The Child Advocacy Center of Northeastern Missouri), Todd Barnes (Community Council of St. Charles County), Katie Corrigan (Community Living, Inc.), Katrina McDonald Fuller (Compass Health Network), DiAnne Mueller (Crisis Nursery), Nicole Morris (Eleventh Circuit Family Court), Jessica Coulter, Paula Ellis, and Stephanie Klopfnor (Epworth Children & Family Services), Traci Smith (Family Advocacy & Community Training – F.A.C.T.), Elizabeth Makulec (Kids Under Twenty One), Kathy Thompson (LINC St. Charles County), Krystal Skipper (Lutheran Family & Children's Services), Tina Meier (Megan Meier Foundation), Angela Berra (NAMI St. Louis), Melinda Monroe (Nurses for Newborns), Denise Fondren (Our Lady's Inn), Kelly Broeker and Megan Payton (Preferred Family Healthcare), LaTrece Smith (Saint Louis Counseling), Brittany Morgan (Sts. Joachim & Ann Care Service), Rebecca Ingle (The Sparrow's Nest), Juvaughn Baker, Suz Entzeroth, Felicia Linear, and Madronica Malone (ThriVe St. Louis), and Denise Liebel (United Services for Children)

**Approval of Minutes:** A motion was made to approve the May 23, 2022 Board Minutes. (M.S.P.: Boschert/Elliott) – Motion passed.

**Partner Presentation:**

- **Kids Under Twenty One:** Elizabeth Makulec, Executive Director, presented on suicide prevention services provided to youth and professionals in St. Charles County. Elizabeth reported they are seeing an increased connection to school counselors in their 5<sup>th</sup> grade program and that approximately 80% of middle school students are aware of suicide warning signs. Kids Under Twenty One has served 3,000 St. Charles County students since January.
- **Epworth Children & Family Services** will be rescheduled.
- **ThriVe St. Louis:** Juvaughn Baker, Program Manager and Facilitator, presented an overview of the Best Choice sexual risk avoidance program for youth in St. Charles County. Suz Entzeroth, Date Safe & Stay Safe Coordinator, presented an overview of the newly-funded Stay Safe program, which is a self-defense course for ages 12 and older. Currently, Stay Safe has been presented to 117 students in the 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 May 31, 2022. The following balances were reported:

<b>Balance</b>	<b>Amount</b>	<b>Budget for Month</b>
Services Fund	\$4,204,741.96	
Current Assets	\$5,410,510.41	
Actual tax revenues	\$695,693.22	\$775,000.00
Fundraising	\$544.29	\$50.00
Total Revenue	\$696,237.51	\$774,550.00
Services Requests	\$680,307.53	\$921,152.74

Explanations of the 19 line items that were over the 5% variance and over \$1,000 included: CHADS Coalition for Mental Health (home-based), The Child Advocacy Center (counseling), Community Council of St. Charles County (Coordinated Entry), FamilyForward (counseling), LINC St. Charles County (Wraparound), Lutheran Family and Children’s Services (counseling), Megan Meier Foundation (counseling-individual), Our Lady’s Inn (teen parents), Preferred Family Healthcare (Outpatient Substance Use Treatment – assessments, drug tests, and group counseling), Saint Louis Counseling (counseling), and UMSL Center for Behavioral Health (psychological assessments) were due to high demand. CHADS Coalition for Mental Health (mentoring), Compass Health Network (Pinocchio-group and -individual, and School-based Mental Health Specialists), Saint Louis Counseling (crisis interventions), ThriVe St. Louis (prevention), and United Services for Children (social work) were over the variance due to school-based usage.

A motion was made to approve a wire-transfer for \$680,300.00 for the month of May. (M.S.P.: Elliott/Pirtle) – Motion passed.

Bruce Sowatsky reported revenues are up 7.9% year-to-date over 2021 and for 2022 the projected agency utilization is 79%.

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

**Report of Standing Committees:**

- Finance: The Finance committee will meet in August to discuss 2023 budgets.
- Personnel: The Personnel committee will meet in July to discuss staff expansion.
- Executive – Policies and Procedures: Bruce requested the Executive – Policies and Procedures committee meet in mid-August to discuss recommended revisions to the Finance policies.

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

- The CCRB received 20 concept papers for 2023 New Program funding and 18 programs were invited to submit a full application. The total requested from all programs is \$2 million. The budget for new programs will be discussed during the Finance committee meeting.

- The CCRB will host Open Office Hours on Thursdays from 9 to 11 a.m. beginning July 14 through September 8. Participants can ask questions about applications and funding.
- Michelle McElfresh and Jeanne Spencer have been conducting Spring Audits and audits will be completed by June 30. Michelle will report to the Board at the meeting on July 25.
- Bruce has written approximately 50% of the 2022 Needs Assessment and plans to have it complete in August.
- Staff met with ATB Technologies on June 22 for the first discovery session in selecting a grants database system.
- Bruce discussed strategic planning with Wendy Dyer for fall 2022. The tentative agenda items are succession planning, mission and vision, and funding schedules. Board members should send agenda suggestions to Bruce by July 31.
- Staff will begin planning a CCRB 25<sup>th</sup> anniversary event for August.

#### **Old Business:**

- **Approval of ARPA, Supplemental, and 2023 Applications for Funding:** Copies of drafts for applications for funding for ARPA, Supplemental, and 2023 New Program and Existing 1 Year Contracts were emailed to the Board for review. The Board discussed the applications.

On the ARPA application a question was raised about increasing the threshold for capital project bids from \$1,000 to \$10,000. The Board also requested the addition of a question asking for details about additional ARPA and ESSER funds an agency receives or has received.

- A motion was made to increase the threshold for ARPA capital project bids from \$1,000.00 to \$10,000.00. (M.S.P.: Dobbins/Elliott) – Motion passed.

**New Business:** No New Business.

#### **Announcements:**

Jacquelynne McClelland, Boys & Girls Clubs of St. Charles County, announced their Back to School Bash at both locations in July. They are seeking vendors to host a table at the event. Interested parties may contact Desmond Niboh at 636-946-6255.

DiAnne Mueller, Saint Louis Crisis Nursery, announced their 30<sup>th</sup> Birthday party on June 28 at the St. Charles Crisis Nursery.

Todd Barnes, Community Council of St. Charles County, announced the Community Services Summit at Calvary Church in St. Peters on October 25. Register at [www.communitycouncilstc.org](http://www.communitycouncilstc.org).

**Adjournment:** A motion was made to adjourn the meeting at 8:49 a.m. (M.S.P.: Dobbins/Dempsey) – Motion passed.