

THE COMMUNITY AND CHILDREN’S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
December 19, 2022

Meeting Call to Order: The meeting was called to order at 8:01 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 and Tavana Darris

Guests: Gabrielle Grundy-Lester (Behavioral Health Response), Aleisha Mulnix (Boys & Girls Club of St. Charles County), Marian McCord and Colleen Pace (CHADS Coalition), Julie Seymore (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), Andrea Riganti (Epworth Children & Family Services), Heather Lytle and Traci Smith (Family Advocacy & Community Training – F.A.C.T.), Jennifer Vorachack and Alisha Acosta (FamilyForward), Shima Rostami (Gateway Human Trafficking), Courtney Knipp (Lutheran Family & Children’s Services), Tina Meier (Megan Meier Foundation), Sue King and Brittany Graham (Mental Health America of Eastern Missouri), Lisa Iken (Missouri Eating Disorders Association), Denise Fondren (Our Lady’s Inn), Nichole Dawsey (PreventEd), Zane Maus (Saint Louis Counseling), Nickie Steinhoff (St. Charles County Juvenile Justice), Rebecca Ingle and Kirk Kasicki (The Sparrow’s Nest), Lisa Wenger (SSM Healthcare), Juvaughn Baker (ThriVe St. Louis), Steve Bourne and Greg Dahl (UMSL Center for Behavioral Health) and Denise Liebel (United Services for Children)

Approval of Minutes: A motion was made to approve the November 21, 2022 Board Minutes. (M.S.P.: Pirtle/Dempsey) – Motion passed.

Partner Presentation: No Partner Presentations.

Public Comment: No Public Comment.

Report of the Chair: Nancy Schneider announced her resignation as Board chair on December 31, 2022.

Report of the Treasurer: Cory Elliott gave the Report of the Treasurer and reported on the financial statement ending November 30, 2022. The following balances were reported:

Balance	Amount	Budget for Month
Services Fund	\$5,610,342.77	
Current Assets	\$6,793,097.13	
Actual tax revenues	\$745,482.07	\$775,000.00
Miscellaneous	\$0.00	\$0.00
Refund of Taxes	\$0.00	(\$2,000.00)
Total Revenue	\$745,482.07	\$774,550.00
Services Requests	\$579,910.69	\$951,145.82

Explanations of the 25 line items that were over the 5% variance and over \$1,000.00 included: CHADS Coalition for Mental Health (home-based), The Child Advocacy Center of Northeast Missouri (advocacy and forensic interviews), FamilyForward (psychological assessments), Foster & Adoptive Care (educational advocacy), Gateway Human Trafficking (program specialist and presentations), Kids Under Twenty One (ASIST training and prevention), Megan Meier Foundation (counseling-individual), Saint

Louis Counseling (psychiatry) and TREE House of Greater St. Louis (equine-assisted therapy) were due to high demand. CHADS Coalition for Mental Health (mentoring and prevention), The Child Advocacy Center of Northeast Missouri (prevention), Compass Health Network (psychiatry-consultation, Pinocchio-individual, school-based mental health therapy, and prevention), Preferred Family Healthcare (Team of Care-intakes) and United Services for Children (social work and specialized classroom) were over due to school-based usage. Preferred Family Healthcare (outpatient assessments and outpatient group counseling) and Youth In Need (student counseling) were over due to billing for multiple months of services.

A motion was made to approve a wire-transfer for \$680,000.00 for the month of November.
(M.S.P.: Elliott/Williams) – Motion passed.

Report of Standing Committees:

- Finance: The Finance committee did not meet. They will provide information regarding the 2023 budgets during New Business.
- Personnel: The Personnel committee will meet during Closed Session.
- Executive: The Executive committee did not meet and plan to review the next policy section in Summer 2023.

Report of Executive Director: Bruce Sowatsky reported:

- The CCRB's office expansion is progressing and should be completed by the end of December.
- Budget models were created to assist the Finance committee in creating the 2023 services and administration budgets.
- Bruce met with Bob Schnur with St. Charles County about the ARPA funds. A sample of the ARPA contract has been sent to the attorney for approval.
- Reimbursement deadlines for ARPA funds will follow the same schedule as the CCRB's program reimbursement schedule.
- Jeanne Spencer met with software vendor WizeHive about the CCRB's grant management system and implementation is expected to begin in January 2023.

Closed Session

A motion was made to move into Closed Session to discuss the Executive Director Review and The Sparrow's Nest contract. (M.S.P.: Dobbins/Dempsey) – Motion passed.

A motion was made to end the Closed Session meeting and resume the Open Session.
(M.S.P.: Dobbins/Elliott) – Motion passed.

Bruce reported The Sparrow's Nest requested to amend their 2022-2023 contract to accommodate changes to their program which occurred because of the impact of COVID on their agency. They requested to move from Services to Teen Parents service category to Home and Community-based services, with the intent to provide Case Management services to young parents with children enrolled in their new Childcare Cooperative. Services will be billed for a maximum of 4,000 units at a rate of \$28.10 per hour, for a total of \$112,400.00. Clinical outcome goals will be updated for the program model. The Sparrow's Nest presented to the Board during Closed Session.

Nancy announced the Board approved the changes to The Sparrow's Nest contract as presented.

Old Business:

ARPA Funding for UMSL Center of Behavioral Health: At the October meeting, the Board tabled UMSL Center for Behavioral Health's ARPA funding proposal, requesting additional information and county approval to use the funds for CBH's St. Louis facility, which serves St. Charles County clients. The County approved the use of ARPA funds for the proposed purpose, requiring the request be prorated for the percentage of St. Charles County youth served, which is 32%.

A motion was made to approve UMSL Center for Behavioral Health's ARPA request for \$50,625.00 for the purpose of office renovations. (M.S.P. Dempsey/Dobbins) – Motion passed.

New Business:

- **Election of Officers:** Nancy Schneider nominated Molly Dempsey for the position of Chair for 2023. Molly was willing to accept the nomination.

A motion was made to approve Molly Dempsey as Chair for 2023.
(M.S.P.: Schneider/Elliott) – Motion passed.

Molly Dempsey nominated Cory Elliott for the position of Vice Chair for 2023. Cory was willing to accept the nomination.

A motion was made to approve Cory Elliott for the position of Vice Chair for 2023.
(M.S.P.: Dempsey/Horry) – Motion passed.

Cory Elliott nominated Ken Dobbins for the position of Treasurer for 2023. Ken was willing to accept the nomination.

A motion was made to approve Ken Dobbins for the position of Treasurer for 2023.
(M.S.P.: Elliott/Boschert) – Motion passed.

Members of the Executive Committee will have electronic payment approval privileges for 2023.

- **Approval of 2023 Services Budget:** Bruce reported that he and the Finance committee did not meet, but via email and phone, they discussed the 2023 CCRB Services budget for new programs. Remaining funds for contracted programs will be included in the 2023 services budget. The Finance committee recommended a maximum of \$815,000 to use for funding new program proposals.

A motion was made to approve \$815,000 for 2023 new program funding.
(M.S.P.: Elliott/Pirtle) – Motion passed

- **Approval of 2023 Services Funding:** The CCRB received 12 new program applications for 2023. The following agencies submitted requests to be considered for approval.

A motion was made to approve Crisis Nursery's new program request for counseling – art and play therapy to fund \$52,998.00 for 1,100 units at a rate of \$48.18 per hour.
(M.S.P.: Dobbins/Elliott) – Motion passed.

A motion was made to approve Big Brothers Big Sisters of Eastern Missouri's new program request for home and community-based services – group mentoring to fund \$36,660.00 for 1,040 units at a rate of \$32.25 per hour. (M.S.P.: Dempsey/Dobbins) – Motion passed.

A motion was made to table FamilyForward's new program request for counseling – early childhood education. (M.S.P.: Dobbins/Elliott) – Motion passed.

A motion was made to table FamilyForward's new program request for counseling – occupational therapy. (M.S.P.: Elliott/Dobbins) – Motion passed.

A motion was made to approve FamilyForward's new program request for counseling – presentations to fund \$300.00 for 2 units at a rate of \$150.00 per hour. (M.S.P.: Elliott/Dobbins) – Motion passed.

A motion was made to approve PreventEd's new program request for school-based prevention – presentations to fund \$14,999.36 for 152 units at a rate of \$98.68 per hour. (M.S.P.: Elliott/Dobbins) – Motion passed.

A motion was made to approve Family Advocacy and Community Training's new program request for home and community-based services – educational advocacy to fund \$89,618.04 for 1,356 units at a rate of \$66.09 per hour. (M.S.P.: Dempsey/Boschert) – Motion passed.

A motion was made to approve CHADS Coalition for Mental Health's new program request for school-based prevention services – mentoring to fund \$60,107.70 for 573 units at a rate of \$104.90 per hour. (M.S.P.: Dobbins/Marty) – Motion passed.

A motion was made to table SSM Health St. Joseph Hospital - Wentzville's new program request for counseling. (M.S.P.: Elliott/Dempsey) – Motion passed.

A motion was made to approve Mental Health America of Eastern Missouri's new program request for counseling for a total of \$39,765.00 to fund \$4,125.00 for 33 units of assessments at a rate of \$125.00 per hour; \$35,310.00 to fund 330 units of home-based services at a rate of \$107.00 per hour; and \$330.00 to fund 33 units of phone at a rate of \$10.00 per hour. (M.S.P.: Dempsey/Horry) – Motion passed.

A motion was made to table Compass Health Network's new program request for home and community services. (M.S.P.: Elliott/Boschert) – Motion passed.

A motion was made to approve Missouri Eating Disorders Association's new program request for school-based prevention for a total of \$37,978.68 to fund \$1,900.80 for 180 units of case management at a rate of \$10.56 per hour; \$24,040.80 for 180 units of presentations at a rate of \$133.56 per hour; and \$12,046.08 for 96 units of school-based therapy at a rate of \$125.48 per hour. (M.S.P.: Williams/Dempsey) – Motion passed.

A motion was made to not approve Good Day's Journey Mental Health Services program request for home and community-based services – assessments, counseling, and psychiatry. (M.S.P.: Williams/Dobbins) – Motion passed.

The Board reconsidered all tabled motions.

Lisa Wenger representing SSM Health St. Joseph Hospital – Wentzville requested to reduce their proposal amount by 25% because the program will not be able to start in January as anticipated.

A motion was made to approve SSM Health St. Joseph Hospital – Wentzville's new program request for counseling for a total of \$204,091.81 to fund \$25,647.60 for 134 units of assessments at a rate of

\$191.40 per hour; \$145,789.21 for 2,633 units of group therapy at a rate of \$55.37 per hour; \$975.00 for 15 units of medication administration at a rate of \$65.00 per hour; and \$31,680.00 for 176 units of psychiatry at a rate of \$180.00 per hour. (M.S.P.: Elliott/Williams) – Motion passed.

A motion was made to approve FamilyForward’s new program request for counseling – early childhood education to fund \$84,000.00 for 400 units at a rate of \$210.00 per day and for counseling – occupational therapy to fund \$60,000.00 for 400 units at a rate of \$150.00 per hour. (M.S.P.: Elliott/Dempsey) – Motion passed.

A motion was made to approve Compass Health Network’s new program request for home and community services for a total of \$99,950.40 to fund \$9,150.40 for 80 units of ABA Therapy at a rate of \$114.38 per hour; \$52,000.00 for 400 units of assessments at a rate of \$130.00 per visit; and \$38,800.00 for 400 units of case management at a rate of \$97.00 per hour. (M.S.P.: Elliott/Horry) – Motion passed.

A motion was made to approve additional units for FamilyForward’s counseling – early childhood education (80 units; \$16,800.00) and additional units for counseling – occupational therapy (80 units; \$12,000.00). (M.S.P.: Elliott/Horry) – Motion passed.

Announcements:

Heather Lytle, Family Advocacy and Community Training (F.A.C.T.) announced their trivia night on February 4, 2023 from 7:00 to 10:00 PM at the Boys & Girls Clubs in St. Charles.

Adjournment: A motion was made to adjourn at 9:48 a.m. (M.S.P.: Dempsey/Boschert) – Motion passed.