



THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
October 27, 2025

**Meeting Location:** Preferred Family Healthcare located at 2120 Parkway Drive, St. Peters, MO 63376

**Meeting Called to Order:** The meeting was called to order at 8:31 a.m.

**Roll Call and Guests:**

Present: Molly Dempsey, Jon Cunningham, Robert Freund, Jr., Vicky Huesemann, Daniel Ploesser, Nancy Schneider, and Catherine Williams

Absent: Ken Dobbins and Larry Marty

Staff: Melinda McAliney, Michelle McElfresh, Taylor Carson, Jeanne Spencer, and Anna Muhm

Guests: Scott Myers (Boys & Girls Clubs of St. Charles County); Lori Epley and Jim Wallis (Chestnut Health Systems, Inc.); Samara Mitchell (Community Council of St. Charles County); Cathi Bornhop and Brittney Moss (Community Living, Inc.); Jessica Coulter, Paula Ellis, and Stephanie Klopfer (Epworth Children and Family Services); Karen Gatherer and Heather Lytle (Family Advocacy and Community Training); Cassie Esswein (FamilyForward); Staci Graves (Gateway Alliance against Human Trafficking); Kathy Thompson (LINC St. Charles County); Courtney Knipp (Lutheran Family and Children's Services of Missouri); Tina Meier and Andrea Partney (Megan Meier Foundation); Andrew Loiterstein (NAMI St. Louis); Melinda Monroe (Nurses for Newborns); Denise Fondren (Our Lady's Inn); Greg Dahl and Janet Kwan (Partners In-Kind); Kelly Broeker and Megan Payton (Preferred Family Healthcare); Katie Corrigan (St. Louis Crisis Nursery); and Dayna Vassalle (UMSL Center for Behavioral Health)

**Approval of the Minutes:** A motion was made to approve the September 22, 2025 Board Minutes. (M.S.: Schneider/Cunningham) - Motion passed unanimously.

### **New Business:**

- **School Survey Results** – Dr. Cynthia Gandolfo, Ph.D. (formerly Cynthia Berry) of Berry Organizational and Leadership Development (BOLD) presented an overview of results from the School Staff Survey: Evaluating Mental & Behavioral Health Supports for Students in St. Charles County. She highlighted gaps in needed services, barriers to services, and resources currently in schools. Each school district and Partner Agency with a school based program will receive a report of the findings for their agency. CCRB staff will hold separate meetings with school and Partner Agencies to review findings.

### **Partner Spotlights:**

- **Chestnut Health Systems:** Jim Wallis, Director of Business Development, and Lori Epley, Director of Project Access, presented an overview of the services provided, including CCRB-funded programs, and impact data. They highlighted the challenge of launching the new program, including the stigma of receiving mental health treatment in the private schools they serve. However, in the last thirty days, referrals by staff, students, and parents have substantially increased.
- **Partners In-Kind:** Greg Dahl, Executive Director, and Janet Kwan, Clinical Psychologist, presented an overview of the services provided, including CCRB-funded programs, and impact data. They highlighted increasing trends of truancy, children with numerous diagnoses, emotional dysregulation, trauma, poor grades, and requests for testing for Autism Spectrum Disorder.
- **Preferred Family Healthcare, Inc.:** Megan Payton, Program Director, and Kelly Broeker, Program Funding Administrator, presented an overview of the services provided, including CCRB-funded programs, and impact data. Their CCRB-funded programs served 6,500 youth last year. They highlighted a concerning trend of increased rates of substance use during community violence where offenders have substances in their systems, which they attribute to the increase in prevalence of cannabis and lack of knowledge concerning the effects of alcohol among youth.

**Public Comment:** No Public Comment.

**Report of the Chair:** Molly Dempsey reported that the CCRB's contract with Thrive St. Louis was terminated as of August 11, 2025 and was not appealed.

**Financial Report:** Melinda McAliney, on behalf of Ken Dobbins, Treasurer, reported on the financial statement ending September 30, 2025. The following balances were reported:

<b>General Fund</b>		
<b>Revenue</b>		<b>Actual</b>
Actual tax revenues	\$	856,457.79
Investment Income	\$	-
Refund of Taxes	\$	-
<b>Total Revenue</b>	<b>\$</b>	<b>856,457.79</b>
<b>Expenses</b>		<b>Actual</b>
Admin. & Acctg Exp.	\$	45,101.61
Services Requests	\$	939,931.56
<b>Total Expenses</b>	<b>\$</b>	<b>985,033.17</b>
Transfer to ARPA Fund	\$	1,185.00

<b>Balance Sheet</b>	
Total Current Assets	\$ 5,804,646.04
Fund Balance	\$ 4,848,410.51

<b>ARPA Fund</b>		
<b>Revenue</b>		<b>Actual</b>
ARPA Revenue	\$	10,000.00
<b>Total ARPA Revenue</b>	<b>\$</b>	<b>10,000.00</b>
Transfer from Gen. Fund	\$	1,185.00
-		-
<b>Expenses</b>		<b>Actual</b>
Admin. & Acctg Exp.	\$	1,185.00
Services Requests	\$	10,000.00
<b>Total ARPA Expenses</b>	<b>\$</b>	<b>11,185.00</b>

A motion was made to approve a wire-transfer for \$986,218.00 for the month of September 2025. (M.S.: Schneider/Ploesser) – Motion passed unanimously.

A motion was made to approve a wire-transfer for ARPA for \$9,562.69 for the month of September 2025 (M.S.: Ploesser/Fruend, Jr.) – Motion passed unanimously.

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

Melinda McAliney noted that utilization rates for the month of September 2025 increased slightly to 78% compared to 77% in the same month in 2024. Year-to-date utilization rates remained steady, with both September 2025 and September 2024 at 79%. Year-end utilization is expected to be approximately 76%. Year-to-date revenue is still behind projections at only 1.5%, while the CCRB’s budget was based on a four percent (4%) increase in revenue.

**Report of Standing Committees:**

- Executive and Finance Committees: Molly Dempsey reported the Executive and Finance Committees met to prepare for today’s meeting.
- Personnel: No report.
- Policies and Procedures: Melinda McAliney reported on behalf of Larry Marty that the Second Reading of Finance Policy changes will be voted on today.

**Report of Executive Director:** Melinda McAliney reported:

- **New Funding Process:** The Partner Agencies in Group 1 have successfully submitted their applications for 2026 funding consideration, with a total of twenty (20) applications received. The total funding requested amounts to \$5.3 million, which is \$1.2 million above the current contract levels. CCRB staff are currently meeting with each applicant to review submissions and request necessary revisions. Preparations continue for Group 2 programs; Group 3 meetings have been scheduled for December. Additionally, staff have revised the application summary format used by CCRB Board subcommittees to include more detailed information. This enhancement is intended to support Board members in making well-informed funding recommendations.
- **Current Contracts:** Contract extensions have been sent to Partner Agencies for signatures.
- **ARPA:** St. Charles County recently completed its audit of CCRB's ARPA funds. The audit yielded no negative findings. The County did recommend that future contracts between the County and CCRB include clearly defined monitoring requirements. A calculation error was identified in one agency's 2023 reimbursement request, but it was resolved to the County's satisfaction.
- **Administration:** Melinda is continuing work on budget planning and contract award projections for the next three years with assistance from Ken Dobbins, Treasurer. Recommendations will be presented to the Board in November. Melinda also completed third-quarter staff reviews and attended the required Trustee training for CCRB's retirement plan.
- **Community Engagement:** Staff engaged in a variety of community meetings and events.

**Old Business:**

- Finance Policies Changes – Second Reading

A motion was made to approve the Finance Policies Changes as presented.

(M.S.: Cunningham/Fruend, Jr.)

Jon Cunningham amended his motion to include a change in Finance Policy – Accounting Policy F2 to standardize the phrase “outsourced accountant” when referring the CCRB’s accountant as suggested by Vicky Huesemann. Robert Fruend, Jr. seconded the amendment.

A roll call vote was taken on the amended motion. Motion passed.

<b>Dempsey</b>	Yay	<b>Freund, Jr.</b>	Yay	<b>Ploesser</b>	Yay
<b>Cunningham</b>	Yay	<b>Hueseemann</b>	Yay	<b>Schneider</b>	Yay
<b>Dobbins</b>	Absent	<b>Marty</b>	Absent	<b>Williams</b>	Yay

**New Business:**

- **Transfer of Funds Request – CHADS Coalition for Mental Health:** The CCRB Finance Committee recommended that the Board approve the Transfer of Funds Request between contracted programs for CHADS Coalition for Mental Health as follows:
  - Transfer \$30,000 from the Signs of Suicide (SOS) program to the Social Emotional Wellbeing (SEW) program

As a result of this transfer of funds, the Finance Committee recommends that CHADS Contract Agreements amounts be amended as follows:

- Signs of Suicide (SOS) - \$150,702.20
- Social Emotional Wellbeing (SEW) program - \$725,579.67

A motion was made to approve the Transfer of Funds Request between contracted programs for CHADS Coalition for Mental Health as presented.  
(M.S.: Schneider/Ploesser) – Motion passed.

- **Utilization Report:** Michelle McElfresh presented the Utilization Report. As of August 31, 2025, nineteen (19) programs were experiencing high utilization. Reasons included higher demand for services, severity of client needs, and timing of services. All of the programs expect to exhaust CCRB funds by the end of 2025. Conversely, thirty-three (33) programs were experiencing low utilization because of staff challenges, lower demand, new CCRB-funded programs, lower levels of referrals, timing of services, low community awareness, and hopelessness of lack of housing. Fourteen (14) agencies expect to utilize sixty percent (60%) or more of their CCRB funding.

**Announcements:**

- Samara Mitchell from Community Council of St. Charles County, announced they are hosting a No Place to Go: Conversations on Crisis Shelter on Thursday, November 6, from 9:00 a.m. to 10:30 a.m. at The Care Service. RSVP is required.
- Kelly Broeker from Preferred Family Healthcare, Inc. announced their partner Addiction is Real is seeking volunteers for an event at the Amazon warehouse in January 2026.

- Kathy Thompson from LINC St. Charles County announced the Emergency Weather Response hotline is 636-344-0177 will open in mid-November on days when the temperature is predicted to be 20 degrees Fahrenheit or below overnight. She further announced their program for rental and utility assistance, holiday store, and turkey meals are available.

**Closed Session:** A motion was made for this meeting to be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed for the following purposes:

- Discuss sealed bids and proposals and related documents or any documents related to a negotiated contract pursuant to Missouri Revised Statutes, Section 610.021 (12).
- Discuss hiring, firing, disciplining or promoting of particular employees, pursuant to Missouri Revised Statutes, Section 610.021 (3) and/or Section 610.021 (13).

(M.S.: Ploesser/Cunningham) – A roll call vote was taken to move into Closed Session at 10:03 a.m.

<b>Dempsey</b>	Yay	<b>Freund, Jr.</b>	Yay	<b>Ploesser</b>	Yay
<b>Cunningham</b>	Yay	<b>Hueseemann</b>	Yay	<b>Schneider</b>	Yay
<b>Dobbins</b>	Absent	<b>Marty</b>	Absent	<b>Williams</b>	Yay

**Open Session:** Open Session: The Board moved back into Open Session at 10:46 a.m.

**Adjournment:** A motion was made to adjourn the meeting at 10:47 a.m.

(M.S.: Ploesser/Fruend, Jr.) – Motion passed unanimously.

The next Board Meeting will be held at 8:30 a.m. on Monday, November 17, 2025 (third Monday due to Thanksgiving) at St. Charles County Ambulance District located at 2000 Salt River Road, St. Peters, MO 63376.