



THE COMMUNITY AND CHILDREN'S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
March 24, 2025

Meeting Location: F.A.C.T. located at 2240 Bluestone Drive, St. Charles, MO 63303

Meeting Called to Order: The meeting was called to order at 8:30 a.m.

Roll Call and Guests:

Present: Molly Dempsey, Ken Dobbins, Jon Cunningham, Jim Schaberg, and Catherine Williams

Absent: Larry Marty and Nancy Schneider

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

Absent: Jeanne Spencer

Guests: Kristen Zelle (Bethany Christian Services); Keryn Shipman (Boys & Girls Clubs of St. Charles County); Todd Barnes (Community Council); Cathi Bornhop, John Ditch, Brittney Moss, and Sheri Wiltse (Community Living, Inc.); Katrina McDonald-Fuller (Compass Health Network); Stacy Johns and Rachel Svejkosky (F.A.C.T.); Alisha Acosta and Cassie Esswein (FamilyForward); Kathy Thompson and Jasmine Wright (LINC St. Charles County); Courtney Knipp (Lutheran Family and Children's Services of Missouri); Jordan Blaine (Megan Meier Foundation); Andrew Loiterstein (NAMI St. Louis); Melinda Monroe (Nurses for Newborns); Heather Ward (Our Lady's Inn); Kelly Broeker (Preferred Family Healthcare); Zane Maus (Saint Louis Counseling); Katie Corrigan (St. Louis Crisis Nursery); Cheri Thurman (System of Care); Brittany Morgan (The Care Service); Freda Clemons and Michelle Stille (The Child Advocacy Center); Dawn Becker and Katie Lyczak (The Sparrow's Nest); Madronica Malone and Kevin Pliego (ThriVe St. Louis); and Julie Turner (United Services for Children)

Approval of the Minutes: A motion was made to approve the February 24, 2025 Board Minutes. (M.S.: Cunningham/Schaberg) – Motion passed.

Partner Spotlights:

- **Bethany Christian Services** Kristen Zelle, Branch Director, presented an overview of the respite and case management services provided, including CCRB-funded programs, and impact data. A key challenge identified is that many families in crisis are transient and do not have a permanent address within St. Charles County.
- **Community Living, Inc.** Sheri Wiltse, President and CEO; Cathi Bornhop, Director of Respite Services; and Brittany Moss, Director of Recreation Services, presented an overview of the respite services provided, including CCRB-funded programs, and impact data. Thanks to CCRB funding, a second location was established within the Francis Howell School District, enabling the program to accommodate seven children from the waiting list.
- **FamilyForward** Cassie Esswein, Contracts Manager, presented an overview of the services provided, including CCRB-funded programs, and impact data. One challenge highlighted was the difficulty in recruiting participants from St. Charles County who are willing to travel to their office locations for services.

- **Thrive St. Louis** Madronica Malone, Interim CCO, and Kevin Pliego, Educator, presented an overview of the services provided, including CCRB-funded programs, and impact data. A story from the field was shared to highlight the impact and importance of the program in addressing safety concerns.

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 February 28, 2025. The following balances were reported:

General Fund	
Revenue	Actual
Actual tax revenues	\$ 778,514.77
Investment Income	\$ 28,754.52
Refund of Taxes	\$ -
Total Revenue	\$ 807,269.29
Expenses	Actual
Admin. & Acctg Exp.	\$ 51,497.44
Services Requests	\$ 1,124,252.04
Total Expenses	\$ 1,175,749.48

Balance Sheet	
Total Current Assets	\$ 6,640,161.29

ARPA Fund	
Revenue	Actual
ARPA Revenue	\$ 1,185.00
Total ARPA Revenue	\$ 1,185.00
Expenses	Actual
Admin. & Acctg Exp.	\$ 1,185.00
Services Requests	\$ -
Total ARPA Expenses	\$ 1,185.00

A motion was made to approve a wire-transfer for \$1,175,750.00 for the month of February 2025. (M.S.: Dobbins/Cunningham) – Motion passed.

A motion was made to approve a wire-transfer for ARPA for \$1,185.00 for the month of February 2025 (M.S.: Dobbins/Williams) – Motion passed.

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

Report of Standing Committees:

- Finance: No report.
- Personnel: No report.
- Executive – Policies and Procedures: Melinda McAliney reported of behalf of Larry Marty that staff will be working on policies and procedures to present to the committee in May, with a tentative first reading scheduled for the June Board meeting. Personnel policies are expected to be addressed in the fall.

Report of Executive Director: Melinda McAliney reported:

- **Contract Administration/Compliance:** The onboarding of new programs continues, and agencies have begun submitting reimbursement requests. CCRB staff are currently conducting an initial review of the 2024 Year-End data and will be reaching out to agencies as necessary for clarification or corrections.
- **New Funding Process:** All Partner Agencies have been notified of the approved changes to the funding process. A communications plan has been developed, and the rollout to the broader community has begun. A timeline has been established to guide the transition work over the next several months. Application materials are currently being reviewed.
- **Administration:** The new bill payment system, BILL, will be used to process all payments this month. CCRB staff are reviewing the final drafts of the Needs Assessment, which will be presented to the Board in April. A survey to understand mental health needs and services will be distributed to St. Charles County school Districts next month. Construction to reconfigure the CCRB office space has commenced.
- **Community Engagement:** Melinda participated in the Department of Mental Health's Upstream Mapping event, which focused on assessing available resources for youth in St. Charles County,. She also attended the Economic Development Council's STEM Awards which honored St. Charles County high school students who have demonstrated high achievement in STEM subjects academically or in their extracurricular pursuits. Melinda will also be participating in the annual Child Advocacy Day in Jefferson City, MO, on April 2nd.

Old Business:

- None

New Business:

- **System of Care Overview:** Cheri Thurman, SOC President and Michelle McElfresh, SOC Secretary provided a detailed overview of the St. Charles County System of Care (SOC), a community collaboration that has earned statewide recognition as a model for other Systems of Care.

The System of Care approach has shifted the service delivery paradigm from a professional-centered model—where experts define needs, family deficiencies, and treatment options—to a family-centered model. In this approach, families identify their own needs, and services are tailored to enhance their capabilities, recognizing and respecting each family's unique circumstances.

The CCRB provides administrative support to the SOC and has a contract with Cheri Thurman, President, to spearhead the SOC meetings and District System of Care process throughout St. Charles County.

Announcements:

- Katie Lyczak, The Sparrow's Nest, announced a partnership with Preferred Family Healthcare that will allow them to expand their program from five children to 28 children. The facility will be moving in April to a new location.
- Todd Barnes, Community Council of St. Charles County, announced their upcoming Network Lunch on April 3, 2025 with school superintendents at the St. Charles County Ambulance District. On May 1, 2025, the Network Lunch topic will be the Impact of Child Abuse and Neglect on the Developing Brain at the Lincoln County R3 School District central office.
- Kelly Broeker, Preferred Family Healthcare, Inc., announced their Star Wars themed "The Force" 5K and Family Fun Run on Friday, May 2, 2025, starting at 6:30 p.m. at Frontier Park in St. Charles to benefit their Bridgeway Domestic Violence Shelter.
- Heather Lytle, Family Advocacy And Community Training (F.A.C.T.), announced their Kentucky Derby themed Gala Saturday April 12, 2025, starting at 6:00 p.m. at the Ameristar Casino Discovery Ballroom.
- Kathy Thompson, LINC St. Charles County, announced the warming shelters have been open for 25 nights in 2025 and served 500 people and 47 dogs. For next year, LINC is looking for more volunteers and locations.
- Julie Turner, United Services for Children, announced their Rewind to 1975 themed trivia night on Friday, April 4, 2025, starting at 6:30 p.m. at the Elks Lodge in O'Fallon.

Adjournment: A motion was made to adjourn the meeting at 9:34 a.m.
(M.S.: Dobbins/Cunningham) – Motion passed.