

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
February 28, 2022

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

**Board Member Oath of Office:** Ken Dobbins, Larry Marty, and Matt Pirtle were sworn in for a new term ending 12/31/2024.

**Roll Call and Guests:**

Present: Paul Boschert, Molly Dempsey, Ken Dobbins, Cory Elliott, Larry Marty, Matt Pirtle, Nancy Schneider, and Catherine Williams

Absent: Pastor Raymond Horry and Bruce Sowatsky (vacation)

Staff: Michelle McElfresh and Jeanne Spencer

Guests: Gabrielle Grundy-Lester (Behavioral Health Response), Jacquelynne McClelland (Boys & Girls Club), Julie Seymore (The Child Center, Inc.), Todd Barnes (Community Council of St. Charles County), Sheri Wiltse (Community Living), Katrina McDonald Fuller (Compass Health Network), DiAnne Mueller (Crisis Nursery), Nicole Morris (Eleventh Circuit Family Court), Jessica Coulter, Paula Ellis, and Stephanie Klopfer (Epworth Children & Family Services), Courtney Knipp and Julia Pickup (Lutheran Family & Children's Services), Kelly Broeker and Megan Payton (Preferred Family Healthcare), Sandra Barker and LaTrece Smith (Saint Louis Counseling), Brittany Morgan (Sts. Joachim & Ann Care Service), Juvaughn Baker (ThriVe St. Louis), and Lori Kohrs (United Services for Children)

**Approval of Minutes:** A motion was made to approve the January 24, 2022 Board Minutes. (M.S.P.: Pirtle/Marty) – Motion passed.

**Partner Presentation:**

- **Community Council of St. Charles County:** Todd Barnes, Executive Director, presented on the services provided to youth and families in St. Charles County. Todd reported the Council has seen a 5% increase in family homelessness for 2021, however homelessness in the county has decreased 31% in the past five years. There has been a 25% increase in assessments for families, with 19% of families being moved to the housing prioritization list, and they saw 602 families move into stable long-term housing in 2021.

Todd announced the Council is offering quarterly Network Luncheons on community-focused topics. The Council is working with The St. Louis Foodbank to increase the number of mobile food markets in the County to meet increased demand for food resources. Their goal is to add 700,000 more meals for individuals in the County.

- **Lutheran Family and Children's Services:** Julia Pickup and Courtney Knipp presented an overview of the counseling services provided in St. Charles County. They were able to expand to Lutheran High School in 2022 as a result of additional CCRB funding. They are fully staffed and use contract and part-time therapists to serve clients. LFCS hired a

Spanish-speaking therapist and they have been well-received with in-person and telehealth clients. Courtney shared a client success story to emphasize the impact CCRB funding has on youth.

**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 January 31, 2022. The following balances were reported:

<b>Balance</b>	<b>Amount</b>	<b>Budget for Month</b>
Services Fund	\$4,250,281.74	
Current Assets	\$5,450,044.42	
Actual tax revenues	\$663,416.68	\$775,000.00
Investment Income	\$10,585.87	\$1,500.00
Total Revenue	\$674,002.55	\$774,550.00
Services Requests	\$737,314.11	\$921,152.74

Explanations of the 20 line items that were over the 5% variance and over \$1,000 included: Community Council of St. Charles County (Coordinated Entry), Eleventh Circuit Family Court (supervised visitation), Foster & Adoptive Care Coalition (30 Days to Family), Lutheran Family and Children's Services (counseling), Megan Meier Foundation (counseling), Our Lady's Inn (teen parents), Preferred Family Healthcare (Outpatient Substance Use Treatment – assessments and group counseling), Good Days Journey Mental Health Services (psychiatry), and Youth In Need (Counseling - counseling-student) were due to high demand. The Child Center (prevention), Compass Health Network (Pinocchio-individual, prevention, Pinocchio-group), Kids Under Twenty One (prevention), Saint Louis Counseling (crisis interventions), and United Services for Children (behavioral services) were over the variance due to school-based usage. Compass Health Network (Medicaid) was over the variance due to multiple months of billing.

A motion was made to approve a wire-transfer for \$737,300.00 for the month of January. (M.S.P.: Elliott/Boschert) – Motion passed.

All of 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 Procedures: Michelle McElfresh reported a policy revision will be discussed in New Business.

**Report of Executive Director:** Michelle McElfresh reported in Bruce's absence:

- Agencies have submitted their 2021 Year-End Reports and Michelle is processing them. She plans to present on them at the April meeting.
- Sikich completed the field work for the CCRB's 2021 financial audit and are waiting on year-end documents. There are no expected errors or recommendations from the Auditor

and they will advise the CCRB on audit procedures for the impending funds from the American Rescue Plan Act (ARPA).

- The National Suicide Hotline (988) is scheduled to open in July and the hotline will accept suicide crisis calls and divert them to mental health professionals.
- Bruce Sowatsky met on January 26 with the County government and Peg Capo to discuss the agencies possibly coordinating on a common application for ARPA funds. He will meet with the school district superintendents in April.
- The CCRB is exploring the idea of creating a Youth Advisory Board, potentially beginning with the St. Charles County Center for Advance Professional Studies (CAPS) program for high school students. Michelle will present to the CAPS Healthcare students in March.
- Bruce is monitoring Senate Bill 649 (Eigel) which would eliminate personal property taxes in St. Charles County and would impact a number of taxing districts that assist children and youth.
- The cities of St. Peters and St. Charles have use-tax measures on the April 5<sup>th</sup> ballot in order to collect sales taxes on internet purchases made from customers in those areas. These taxes are in response to the passage of the Wayfair Tax. Similar taxes have been passed in O'Fallon, Lake St. Louis, Wentzville, Foristell, and the County.
- Bruce is working with the regional funders to determine if Medicaid will consider expanding services such as school-based prevention and add providers to increase services available to youth.
- The CCRB has installed a new sign in the lobby featuring the agency partners and their mission, vision, and values. They plan to have an open house in late April.
- The CCRB will be honored by the Child Advocacy Center at their annual gala on April 30 at Ameristar.

**Old Business:** No Old Business.

**New Business:**

- **2021 Board Minutes:** Michelle McElfresh reported the auditor discovered discrepancies in the Wire Transfer amounts in four months of Board minutes; January, May, November, and December. After a discussion, the Board requested a new format for amending the minutes. The Board agreed to take up the discussion at the March meeting.
- **Program Monitoring and Site Audits Policy:** Michelle explained proposed changes to the Management Policy, Program Monitoring and Site Audits Policy, M5 to include changes to the procedure for site audits. Currently, agencies that score 80% or lower on a CCRB site audit are required to conduct an internal audit of billing. The proposed changes would lower the threshold to under 80% and give auditors the option to waive the internal audit when the errors are typographical or human error. The Board discussed the proposed changes. The Board requested additional language be added to the procedure section of the policy.

A motion was made to table the Management Policy, Program Monitoring and Site Audits Policy, M5 as proposed. (M.S.P.: Schneider/Williams) – Motion passed.

- **Berry Organizational and Leadership Development (BOLD) Contract:** Michelle recommended a new contract be approved to hire Dr. Cynthia Berry to update the Community Impact report and Missouri Student Survey Data, which has not been updated since 2019. Dr. Berry will also assist Bruce in evaluating the racial data collected in the agency year-end clinical outcome reports. The contract will include a maximum of 215 hours or \$23,650.00 for 2022.

The Board discussed BOLD's contract and agreed to take up the discussion at the March meeting.

- **StratcommRx Contract:** Michelle requested the approval of a 2022 contract with StratcommRx for Diversity, Equity, and Inclusion consultation for \$9,550.00. This amount includes \$4,000 worth of training and assessment of forms that were originally scheduled for 2021 and will be completed in 2022. The contract also includes up to 30 hours of consultation for StratcommRx assist in the review of CCRB data reports and how the results are interpreted and communicated.

The Board discussed StratcommRx's contract and agreed to take up the discussion after additional information is provided.

#### **Announcements:**

Julie Seymore, The Child Advocacy Center, announced their gala at Ameristar on April 30. She also announced their parent summit at the Community Commons at Spencer Road Library in St. Peters on March 24 at 6 p.m. The parent summit will focus on keeping kids safe on social media apps will be held as part of April's Child Abuse Prevention month.

Jacquelynn McClelland, Boys & Girls Clubs of St. Charles County, announced their gala at Ameristar on April 2nd. A portion of the program will highlight finalists from the Junior Youth of the Year competition held at both Club units. She also announced their 2022 BGCTSC Back-to-School Bash on July 23<sup>rd</sup> in O'Fallon and July 30<sup>th</sup> in St. Charles. Community partners interested in participating can contact Desmond Niboh at [dniboh@bgcstc.org](mailto:dniboh@bgcstc.org) to register.

**Adjournment:** A motion was made to adjourn the meeting at 9:20 a.m. (M.S.P.: Dobbins/Dempsey) – Motion passed.