

THE COMMUNITY AND CHILDREN’S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
March 28, 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, Pastor Raymond Horry, Larry Marty, Matt Pirtle, Nancy Schneider, and Catherine Williams

Absent: Ken Dobbins (vacation) and Cory Elliott (vacation)

Staff: Bruce Sowatsky, Michelle McElfresh, and Jeanne Spencer

Guests: Gabrielle Grundy-Lester (Behavioral Health Response), Karen Englert (Boys & Girls Club), Christine TenEyck (The Child Advocacy Center of Northeastern Missouri), Todd Barnes (Community Council of St. Charles County), Katrina McDonald Fuller (Compass Health Network), DiAnne Mueller (Crisis Nursery), Paula Ellis and Stephanie Klopfer (Epworth Children & Family Services), Rachel Svejkosky (Family Advocacy & Community Training – F.A.C.T.), Rhonda Liming (Gateway Human Trafficking), Krystal Skipper (Lutheran Family & Children’s Services), Tina Meier (Megan Meier Foundation), Melinda Monroe (Nurses for Newborns), Kelly Broeker and Megan Payton (Preferred Family Healthcare), Brittany Morgan (Sts. Joachim & Ann Care Service), Katie Roam (The Sparrow’s Nest), and Denise Liebel (United Services for Children)

Approval of Minutes: A motion was made to approve the February 28, 2022 Board Minutes. (M.S.P.: Boschert/Williams) – Motion passed.

Partner Presentation:

- **Behavioral Health Response:** Gabrielle Grundy-Lester, Grants and Contracts Manager, presented on the Youth Connection Helpline services funded by the CCRB. She also updated the Board on the Cops and Clinicians and 911 Diversion programs piloted in St. Louis, which are improving community access to mental health services.

Public Comment: No Public Comment.

Report of the Chair: No Report of the Chair.

Report of the Treasurer: Bruce Sowatsky gave the Report of the Treasurer in Cory Elliott’s absence and reported on the financial statement ending February 28, 2022. The following balances were reported:

Balance	Amount	Budget for Month
Services Fund	\$5,032,528.93	
Current Assets	\$6,206,321.56	
Actual tax revenues	\$782,247.19	\$775,000.00
Miscellaneous Revenue	\$1,959.77	\$1,959.77
Total Revenue	\$784,206.96	\$774,550.00
Services Requests	\$608,253.55	\$921,152.74

Explanations of the 14 line items that were over the 5% variance and over \$1,000 included: The Child Advocacy Center (forensic interviews), Council of St. Charles County (Coordinated Entry), Gateway Human Trafficking (presentations), Lutheran Family and Children's Services (counseling), Our Lady's Inn (teen parents), Preferred Family Healthcare (Outpatient Substance Use Treatment – assessments and group counseling), and Youth In Need (Counseling - counseling-student) were due to high demand. CHADS Coalition for Mental Health (prevention), The Child Advocacy Center (prevention), Compass Health Network (prevention), NAMI St. Louis (prevention), ThriVe St. Louis (prevention), and United Services for Children (behavioral services) were over the variance due to school-based usage.

A motion was made to approve a wire-transfer for \$608,200.00 for the month of February. (M.S.P.: Pirtle/Dempsey) – 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: Larry Marty reported he will meet with Bruce in the summer to review the Finance policies. He reported additional Board members are needed to serve on the committee.

Report of Executive Director: Bruce Sowatsky reported:

- Agencies have submitted their 2021 Year-End Reports and Michelle will present on them at the April meeting.
- Jeanne Spencer has been working on the 2021 Annual Report and it is expected to be complete in April.
- Agency partners and Board members completed a survey on how to best use the ARPA funds for 2022-2023. Bruce reported on the results.
- Staff is working to revise the 2023 Application for Funding – New Programs and Bruce will distribute a draft to the Board in April.
- Jeanne Spencer has been consulting with Tracker Designs to update and redesign the CCRB's public website.
- Financial Disclosure forms are due to the Missouri Ethics Commission by May 2 and they can be filed electronically.
- Agency spring site audits will begin in April.

Old Business:

- **2021 Board Minutes:** Bruce reminded the Board the auditor discovered discrepancies in the Wire Transfer amounts in 2021. Jeanne Spencer met with the St. Charles County Council about their procedure for amending Board minutes and their process has been adopted. Updated amended minutes were distributed to the Board for review.

A motion was made to approve the amended January 25, 2021 Board Minutes.
(M.S.P.: Williams/Pirtle) – Motion passed.

A motion was made to approve the amended May 24, 2021 Board Minutes.
(M.S.P.: Williams/Pirtle) – Motion passed.

A motion was made to approve the amended November 18, 2021 Board Minutes.
(M.S.P.: Williams/Marty) – Motion passed.

A motion was made to approve the amended December 20, 2021 Board Minutes.
(M.S.P.: Williams/Boschert) – Motion passed.

- **Program Monitoring and Site Audits Policy:** Bruce explained the proposed changes to the Management, Program Monitoring and Site Audits Policy, M5 to include changes to the procedure for site audits. Additional language was added to the procedure section of the policy as requested. The updated policy was distributed to the Board for review prior to the meeting.

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

- **Berry Organizational and Leadership Development (BOLD) Contract:** Bruce reviewed the contract with Dr. Cynthia Berry to update the Community Impact report and Missouri Student Survey Data. The contract will include a maximum of 155 hours (\$18,150.00) for 2022.

A motion was made to approve the contract with Berry Organizational and Leadership Development for \$18,150.00 as presented. (M.S.P.: Pirtle/Williams) – Motion passed.

New Business: No New Business.

Announcements:

Kelly Broeker, Preferred Family Healthcare, announced their 5K run at Frontier Park in St. Charles on May 6. Proceeds benefit their domestic violence and sexual assault programs.

DiAnne Mueller, Saint Louis Crisis Nursery, announced their free professional conference on April 29 which will feature topics such as diversity, equity, and inclusion and resilience.

Karen Englert, Boys & Girls Clubs of St. Charles County, announced they were awarded the national 2021 Hero for Youth award by the Boys & Girls Clubs of America. She also shared Bruce Sowatsky will participate in their strategic planning process.

Rachel Svejkosky, F.A.C.T., announced tickets are available for their gala at Ameristar Casino on April 23.

Adjournment: A motion was made to adjourn the meeting at 8:53 a.m.
(M.S.P.: Williams/Dempsey) – Motion passed.