

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
July 24, 2023

Meeting Call to Order: The meeting was called to order at 8:03 a.m.

Roll Call and Guests:

Present: Molly Dempsey, Cory Elliott, Ken Dobbins, Matt Pirtle, Jim Schaberg, Nancy Schneider, and Catherine Williams

Absent: Larry Marty (personal)

Staff: Bruce Sowatsky, Michelle McElfresh, and Anna Muhm

Absent: Jeanne Spencer (personal)

Guests: Nikki Edwards (Behavioral Health Response); Kristen Slaughter, Mark Halastik, Jennifer Stenger, and Kaelan Mayfield (Big Brothers Big Sisters); Aleisha Mulnix (Boys & Girls Club of St. Charles); Kristin Wyninegar (CHADS Coalition for Mental Health); Dottie Kastigar (Community Council of St. Charles County); Katie Corrigan (Community Living); Katrina McDonald Fuller (Compass Health Network); Traci Smith (Family Advocacy & Community Training – F.A.C.T.); Jennifer Vorachack (FamilyForward); Kathy Thompson (LINC); Courtney Knipp (Lutheran Family & Children's Services); Tina Meier (Megan Meier Foundation); Jessi Brown (NAMI St. Louis); Megan McLane (Our Lady's Inn); Kelly Broeker, Megan Payton, Hannah McNiff, and Kaitylyn Snider (Preferred Family Healthcare); Angela Casimere and DiAnne Mueller (Saint Louis Crisis Nursery); Trisha Campbell (St. Charles County Juvenile Justice); Rebecca Ingle (The Sparrow's Nest); Javaughn Baker (ThriVe St. Louis); and Cara Merritt (Youth in Need).

Approval of Minutes: A motion was made to approve the June 26, 2023 Board Minutes. (M.S.P.: Schneider/ Dobbins) – Motion passed.

Partner Presentation:

- **Big Brothers Big Sisters of Eastern Missouri:** Mark Halastik, Senior Manager of Grants; Jennifer Stenger, Director, 1:1 Mentoring; and Kaelan Mayfield, Associate Regional Director of Group Mentoring presented on the services funded by the CCRB, including mentoring, home visits, and expansion of programs to St. Charles County.
- **Preferred Family Healthcare, Inc.:** Kelly Broeker, Grant Manager; Megan Payton, Director of Adolescent Prevention and Treatment for St. Charles and Warren Counties, Kaitlyn Snider, Team of Concern Supervisor; and Hannah McNiff, Outpatient Supervisor presented on the programs funded by the CCRB including virtual parent nights, offering alternatives locations and activities for suspended students, and prevention presentations.

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 June 30, 2023. The following balances were reported:

Balance	Amount	Budget for Month
Services Fund	\$ 5,515,303.79	
Current Assets	\$ 7,586,533.02	
Actual tax revenues	\$ 819,500.33	\$ 828,600.00
Investment Income	\$ 0.00	\$ 6,000.00
Fundraising	\$ 0.00	\$ 50.00
Refund of Taxes	\$ 0.00	\$ (3,000)
Total Revenue	\$ 778,859.83	\$ 831,650.00
Services Requests	\$ 703,303.50	\$ 1,138,809.01
ARPA Funds	\$ 147,064.41	\$ 173,627.08

Explanations of the 18 line items that were over the 5% variance and over \$1,000 included: CHADS Coalition for Mental Health (School-Based Mentoring) was due to school-based programming. Community Council Of St. Charles County (Coordinated Entry); Community Living, Inc. (Respite); Compass Health Network (Care Coordination, Parent Partner, and Psychiatry); Eleventh Judicial Circuit Court (Supervised Visitation); FamilyForward (Counseling, and Psych Assessments); Foster & Adoptive Care Coalition (30 Days to Family); Gateway Alliance Against Human Trafficking (Program Specialist); LINC St. Charles County (Wraparound); Megan Meier Foundation (Individual Counseling); Boys & Girls Clubs of St. Charles County (Center-Based); The Child Center, Inc. (Advocacy and Counseling); and Youth In Need, Inc. (Counseling) were due to high demand. Our Lady's Inn (Teen Parents) was due to multiple months of billing being submitted.

A motion was made to approve a wire-transfer for \$740,00.00 for the month of June. (M.S.P.: Dobbins/ Elliott) – Motion passed.

A motion was made to approve a wire-transfer for ARPA for \$47,064.41 for the month of June. (M.S.P.: Dobbins/ Pirtle) – 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: Larry Marty reported a review of the policies and procedures due for updates will occur in August.

Report of Executive Director: Bruce Sowatsky reported:

- Audit – The auditor completed the fieldwork in June and will present it to the finance committee, followed by a presentation at the August 28 Board meeting. Michelle McElfresh managed the audit process while Bruce was on sabbatical.
- Succession Planning – The Board will create a selection committee by the August meeting. Additionally, Bruce has created a Request for Proposal (RFP) for the Board to review to use to begin the search for an executive search consultant.
- Application Deadline – The deadline for applications is August 15th at 2:00 p.m.
- Spring Site Audit Report – Michelle McElfresh will provide the spring site audit report at the August 28 meeting.
- CAPS Students Follow-Up – In May 2023, the CAPS students presented ideas about how to promote careers in the mental health field. Suggestions included an expo, reviewing curriculum at schools, and building relationships with career counselors at the schools. Bruce will coordinate steps to move this process forward.
- MINDREACH Mental Health App – Anna Muhm introduced MindReach, an emergency mental health app which will launch in August.

Old Business: No Old Business.

New Business:

- Access to Services Providing Essential Needs (ASPEN)– Orchard Farm and St. Charles City School Districts have agreed to participate in the ASPEN program. A resource directory will be built for the ASPEN website, and then staff at the schools will be trained in its use. The school districts will be contributing a total of \$175,000 towards building the resource directory and training staff in the use of ASPEN. Bruce recommended the Board approve \$25,000 for ASPEN.
The Board moved to app approve the contribution of \$25,000 for ASPEN.
(M.S.P.: Dobbins/ Williams) – Motion passed.
- Line-item Transfer – Compass Health Network requested a decrease of 1,425 units of Home & Community-Based Services - Partnership with Families-Family Assistance totaling \$150,081.00 and an increase in Home & Community-Based Services – School-Based Mental Health Therapy for 1,400 units totaling \$150,081.00. The transfer request is due to staffing issues in the Partnership with Families program and increased demand in School Based Mental Health. A motion was made to approve the line-item transfer totaling \$150,081.00 from Home & Community-Based Services - Partnership with Families-Family Assistance to Home & Community-Based Services – School-Based Mental Health Therapy.
(M.S.P.: Dobbins/ Williams) – Motion passed.

Announcements:

- DiAnne Mueller from Saint Louis Crisis Nursery announced Dine Out to Keep Kids Safe Night August 17 at Prasino.
- The Eleventh Circuit Court welcomes Trisha Campbell as the new program director.

Adjournment: A motion was made to adjourn the meeting at 8:54 a.m.
(M.S.P.: Schaberg/ Williams) – Motion passed.