



Meeting Call to Order: The meeting was called to order at 8:05 a.m. by Melba Houston, Chairman.

Roll Call and Introduction of Guests: The Trustees and other guests introduced themselves.

Present: Melba Houston (Chairman), David Thompson (Treasurer), Christine Heintzelman, Charles (Pheeze) Kemper, Nancy Behlmann, Rod Barnhill, Margie Beckmann, Adam Burkemper, Glenda Fitzgerald, Michele Neblock, Kristin Gentry and Cheri Winchester (Executive Director).

Absent: Kathy Boessen and Jim Price.

Guests: Kelly Broeker (PFH), Brittany Pursfull (PFH), Meghan Hastings (PFH), Lauri Cross-Fink (CFS), Mark Grezeskowiak (PCHAS), Sarah Neuman (SJA), Meghan Henkelman (SJA), Kimberly Hewlett (SJA), Victoria Walker (CHC), Nicole Dulle (CNW-Family Empowerment Program), Heather Lytle (F.A.C.T.), Ellen Teller (TCC), Sissy Swift (TCC), Barb Skelton (TCC), Robyn Booker (TCC), Brenda Petruso (ThriVe), Renee Headrick (LCHD-WIC) and Barb Wehde (Lincoln County Deputy Treasurer, LCRB Board of Trustees candidate).

Approval of Minutes: *A motion was made to approve the minutes of the January 22, 2014, meeting as printed. (M.S.P.: Kemper, Burkemper)*

Monthly Financial Report:

Ms. Winchester reviewed several financial documents that included:

- Balance Sheet as of January 31, 2013
- Profit & Loss Budget vs. Actual January 31, 2013
- Sales Tax History from 2013 to Present
- LCRB 2014 Funding Summary
- LCRB 2014 Schedule of Units

The balance of the Peoples Bank & Trust account on 2_25_2014 was \$50,000.00 in the Main Account and \$288,628.13 in the Money Market Account for a total balance of **\$338,628.13**.

The Balance Sheet as of January 31, 2014 showed \$24,156.89 in the prepaid tax match fund and \$102,000 in the LCRB Reserve Fund. Assets and equity were in balance at \$353,440.58.

A total of \$82,167.71 was received in January 2014 (103.79% of monthly budget) and a total of \$91,629.94 (89.3% of monthly budget) was paid out in expenditures, resulting in net income of -\$9,462.23.

The January 2014 sales tax revenue (deposited on 2-7-2014) was \$65,316.45 (-\$4,691.05 or -6.70% less than January 2013).

In February 2014, \$103,940.05 was paid to our providers. The outstanding 2014 contract commitment is \$1,014,259.82. The usage rate of our contracted services through January 31, 2014 was 11.64%.

A motion was made to file the financial report for audit as presented. (M.S.P.: Kemper, Beckmann)

Correspondence & Announcements:

- Cheri Winchester announced the “Provider Brief” agenda item, reporting the briefs will allow providers and the LCRB Board of Trustees to learn of program/service updates and timely activities from the field.

Provider Brief: Preferred Family Healthcare (PFH) and D.A.R.T., Brittany Pursifull reported:

- PFH provides services to all Lincoln County School Districts.
- In 2013, Preferred served 70 students through its Team of Concern prevention/early intervention program and 40 youth with its outpatient services.
- Last year, PFH made more than 10,000 community contacts to generate awareness of issues and services.
- Team of Concern works with youth identified as high risk, stemming from risk factors including divorce, substance use in the family/household, family’s legal troubles, and more.
- The outpatient program offers individual counseling, group therapy, family counseling and additional services.
- Currently, PFH is working with the Lincoln County Sheriff’s Department regarding an outreach program for at-risk youth, connecting them with inmates who can share their stories and lessons to encourage positive choices.
 - Also working with the Sheriff’s Department in converting the D.A.R.E. Camp to the D.A.R.T. Camp for summer 2015.
- Planning is underway for several community events, including an end-of-school-year night swim or similar social activity for youth and another fall event, such as dodge ball, volleyball or a bonfire.

Children’s Trust Fund Report, Kristin Gentry reported:

- No additional revenues were recorded for the second quarter, as expected with personalized plates ordered/processed during the first quarter of each year. The ending balance remains \$5,769.66.

Old Business:

• Needs Assessment

Ms. Winchester reported the LCRB has received three proposals to complete the 2014 Needs Assessment. The proposals reflect submissions from:

- **Cynthia Berry, Ph.D.**, and her company the Berry Organizational & Leadership Development, LLC (BOLD), **total cost \$10,200**, which matches the LCRB 2014 budget for needs assessment development.
- **The Public Policy Research Center, University of Missouri-St. Louis**, **total base cost \$30,457**, optional telephone survey of parents **additional \$13,345**, optional telephone survey of registered voters **additional \$15,100**.
- **Institute of Public Policy, University of Missouri-Columbia**, **total cost \$25,932.51**.

A motion was made that the LCRB accept Dr. Cynthia Berry’s proposal at a cost of \$10,200. (M.S.P.: Thompson, Fitzgerald)

Ms. Winchester noted plans to replace the “Current state of children’s services in Lincoln County” section, providing instead program profiles based on an electronic provider survey and the 2013 Annual Report of Services. The goal, as in years past, is to identify the highest priority needs without asking providers to submit duplicate reports. The profiles will also provide the LCRB with a resource guide to leverage during community presentations, etc.

• Strategic Communications

Ms. Winchester reported the finance committee, during its Feb. 18 committee meeting, voted to recommend the LCRB Board of Trustees consider partnering with the Troy Area Chamber of Commerce on leasing billboard space off South Lincoln Drive in Troy, MO, to support a “Shop Local” awareness campaign at a cost of \$1,726.60.

A motion was made that the LCRB partner with the Troy Area Chamber of Commerce on “Shop Local” billboard leasing space off South Lincoln Drive at a total projected cost of \$1,723.60. (M.S.P.: Burkemper, Kemper)

Ms. Winchester also reported the 2014 LCRB brochures are available for attendees to take and distribute/display at their places of work. The website modernization project is underway; the *Lincoln County Journal* will feature the LCRB and its therapeutic mentoring program through Presbyterian Children’s Homes and Services (telling one student’s story) in its March 25 Progress special section; the *Explor-III* annual publication of the Lincoln County R-III School District will feature a LCRB-submitted story on the Youth Mental Health First Aid training.

New Business:

- Trustee Recommendation

Melba Houston presented LCRB Board of Trustee member candidate Barb Wehde for board approval.

A motion was made that LCRB request the Lincoln County Commissioners appoint Barb Wehde to serve the vacant two-year term representing the area of Winfield. (M.S.P.: Thompson; Behlmann)

- Annual Narrative Reports 2013

Ms. Winchester reported she provided the LCRB Board of Trustees with hard copy summaries of the 2013 annual service reports, along with a binder providing the comprehensive reports and testimonials. Ms. Winchester noted most programs met or exceeded clinical outcomes; providers actively referred as needs warranted within the LCRB provider system; and funded agencies implemented innovative tactics to enhance referrals, utilization and outcomes. She'll share the summaries/outcomes as part of the LCRB's spring report to the Lincoln County Commissioners and will leverage the utilization data for an article in the *Lincoln County Journal*.

Executive Director's Report:

Ms. Winchester reported:

- She has met with guidance counselors from Silex, Winfield and Elsberry (rescheduled for March 4) school districts. As part of the meetings, she's working to solidify attendance at the April 9 Youth Mental Health First Aid training, earning commitments from all districts thus far.
- She'll ask Melba Houston to sign a contract modification for Preferred Family Healthcare regarding its use of a new assessment tool.
- Yesterday, the Children, Families, and Persons with Disabilities Committee held a hearing on HB1695, sponsored by Representative Courtney Curtis, Democrat, District 73 from Berkeley. Annie Schulte, Director of the Franklin County Franklin County Children and Families Community Resource Board, testified against the bill, which proposes a "Missouri Youth Funds Legislative Oversight Committee." The LCRB will continue to consult with the regional directors regarding talking points; has offered to submit letters to the committee members; and will continue to monitor the bill's progress, which is not, at this time, expected to pass committee.
- She will be in touch with providers to schedule spring site visits and audits.

Committee Reports:

A. Finance Committee:

- David Thompson reiterated the need to shop local and said the January sales tax deficit is most likely a result of the harsh winter weather and expects sales tax revenues to rebound.

B. Personnel Committee:

- Committee Chair Margie Beckmann reported:

The Personnel Committee solicited three bids for manual review and updating, receiving a local bid from Gina Bueneman-Cooper, Cooper Management Training & Consulting, Inc., for \$65/hour with an estimated three hours of work; a non-local HR consultant at a cost of \$500; and an employer's association at \$2,520.

A motion was made that the LCRB employ Gina Bueneman-Cooper, Cooper Management Training & Consulting, Inc., at a rate of \$65/hour to update and finalize the Personnel Policy Manual. (M.S.P.: Kemper, Fitzgerald)

C. Selection & Review Committee: No further report.

Comments for the Good:

- Margie Beckmann introduced her colleague Renee Headrick, who serves as the Lincoln County Health Department's Breastfeeding Peer Counselor and will now assume the additional role of a Resource/Referral Coordinator in the WIC program. Headrick looks forward to making future referrals to LCRB providers.
- Ellen Teller with The Child Center reported:
 - Pinwheels for Prevention Gala scheduled for Saturday, April 26 at Lake Forest Country Club and they are looking for event sponsors
 - The Child Center is selling t-shirts at \$10 to raise funds.
 - The next breakfast tour will take place on Tuesday, March 11 from 7:30-8:30 a.m.
 - This week, Sissy Swift will take over as executive director for Ellen Teller who is retiring but will serve in some capacity with The Child Center, supporting its fund development efforts.

- Sarah Neumann with Sts. Joachim and Ann Care Service (SJA) introduced Kimberly Hewlett, SJA's new social services assistant for Lincoln County. Kimberly has completed her training and is now servicing Lincoln County consumers.

Adjournment: The meeting was adjourned at 8:55 a.m. by Melba Houston, Chairman. (M.S.P.: Kemper, Price)

Next Meeting: The next Lincoln County Resource Board meeting is scheduled for **8:00 a.m. on Wednesday, March 26, 2014, at the Lincoln County Health Department (Community Room), #5 Health Department Drive, Troy, MO.**

Minutes respectfully submitted by: Cheri Winchester, Executive Director