



**Meeting Call to Order:** The meeting was called to order at 8:10 a.m. by Melba Houston, Chairman.

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

**Present:** Melba Houston (Chairman), Glenda Fitzgerald, Kathy Boessen, Jim Price, Christine Heintzelman, Charles (Pheeze) Kemper, Margie Beckmann, Kristin Gentry, Barb Wehde, Rod Barnhill, Michele Neblock and Cheri Winchester (Executive Director).

**Absent:** Adam Burkemper, Nancy Behlmann and David Thompson.

**Guests:** Kelly Broeker (PFH), Beth Sailors (PFH), Brittany Pursifull (PFH), Meghan Hastings (PFH), Mark Schillinger (PFH), Lauri Cross-Fink (CFS), Saundra Barker (CFS), Tom Evans (CFS), Barb Skelton (TCC), Robyn Booker (TCC), Mark Grezeskowiak (PCHAS), Kathy Morrison (PCHAS), Henry Diamant (PCHAS), Sarah Neuman (SJA), Meghan Henkelman (SJA), Susan Schragger (CHC), Brittany McDonnell (CNW), Brenda Petruso (ThriVe), Renee Headrick (LCHD-WIC) and Laura Bickford (F.A.C.T.).

**Approval of Minutes:** *A motion was made to approve the minutes of the May 28, 2014, meeting as printed. (M.S.P.: Kemper, Beckman)*

#### **Monthly Financial Report:**

Ms. Winchester reviewed several financial documents that included:

- Balance Sheet as of May 30, 2014
- Profit & Loss Budget vs. Actual May 30, 2014
- 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 6-24-2014 was \$50,000.00 in the Main Account and \$147,313.83 in the Money Market Account for a total balance of **\$197,313.83**.

The Balance Sheet as of May 31, 2014, showed \$22,447.07 in the prepaid tax match fund and \$102,000 in the LCRB Reserve Fund. Assets and equity were in balance at \$223,981.83.

A total of \$81,330.74 was received in May 2014 (102.74% of monthly budget) and a total of \$119,321.75 (116.28% of monthly budget) was paid out in expenditures, resulting in net income of -\$37,991.01.

As of May 31, 2014, a total of \$402,118.23 (or 101.59% of budget to date) had been received in revenue and a total of \$541,677.21 (or 105.58% of budget to date) had been paid out for expenses. The net ordinary income to date was -\$139,558.98.

The May 2014 sales tax revenue (deposited on 6-7-2014) was \$96,297.80 (\$546.11 or 0.57% more than May 2013).

In May 2014, \$101,904.20 was paid to our providers. The outstanding 2014 contract commitment totaled \$601,136.27. The usage rate of our contracted services through May 31, 2014, was 50.13%.

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

### **Correspondence & Announcements:**

Cheri Winchester reported that she attended the Sts. Joachim & Ann Care Service grand opening celebration, along with LCRB board member Glenda Fitzgerald and several LCRB-funded agencies, including representative from Presbyterian Children's Homes and Services, Crisis Nursery and Nurses for Newborns. Ms. Winchester employed Mooney Marketing for creation of signage for the event and new office space, upon the invitation of Care Service Director Miriam Mahan, reporting LCRB as a funding source for the Care Service's Lincoln County programs.

### **D.A.R.T. Report:**

- Beth Sailors reported D.A.R.T. hosted a mud volleyball tournament for Lincoln County middle and high school students on May 30 at the Lincoln County Fairgrounds from 3 to 7 p.m. The event attracted nearly 200 students and 300 people total with volunteers, reaching students as far as St. Dominic High School.
- D.A.R.T. members met with Ben Burkemper, former Lincoln County judge and drug court advocate and current legislative liaison for Missouri Attorney General Chris Koster, on June 19. D.A.R.T. members shared timely local concerns with Mr. Burkemper, exploring opportunities for a local-state partnership to address issues, such as retail sales of synthetic drugs, prescription drug abuse/monitoring and abuse and use laws.
- D.A.R.T. and S.A.F.E. are currently planning a back-to-school event. Details to come.
- D.A.R.T./PFH presented prevention-related information to students at the 2014 D.A.R.E. summer camp. The prevention effort included hosting a morning activity with the kids, such as using the fatal vision goggles with remote-control car and other activities.

### **Children's Trust Fund Report:**

None

### **Old Business:**

- Self-harm program request  
Ms. Winchester reported she reached out to experts at CenterPointe Hospital and S.A.F.E. Alternatives to discuss opportunities for self-harm programs and staff trainings per Winfield Middle School's request. She is confirming associated costs for comparison against information gathered last month with CHADS Coalition, a self-harm and suicide prevention program. She'll present the confirmed programs/costs to the finance committee in July for LCRB-funding consideration.

### **New Business:**

- CY15 Funding Applications  
Ms. Winchester will post the CY15 funding applications and spreadsheets via the LCRB website by June 30. The LCRB board did not enact any major funding application changes since CY14.
- Update: Needs Assessment  
Ms. Winchester reported she has completed two reviews of the draft assessment and remains extremely pleased with the quality of the content and data presented. As noted in previous board meetings, portions of this year's assessment were restructured to more accurately ascertain highest priority needs by conducting a targeted analysis separating need from cost projections.

Ms. Winchester added that she's developing a supporting community outreach plan to share the findings of this report and extend its utility and investment with community stakeholders.

The report's final draft is scheduled for board review in July.

- Legislative Update  
Ms. Winchester said she met with directors from the Missouri children's resource boards earlier this month regarding proactive legislative initiatives to protect the merits of our legislation, local voters' voice and, most of all, the local children and youth who need and rely on our funded programs and services. Proposed tactics include hosting regional legislative events and supporting legislation that would require local voter consent to change the merits of the original statute.

*A motion was made that the LCRB Board of Trustees support a regional Community Children's Services Funds' initiative to promote legislation that would require local voter consent to change the merits of the original county-voter-approved statute. (M.S.P.: Price, Fitzgerald)*

- Consultant Contract

Ms. Winchester reported she corresponded with Becky Hoskins regarding her contract expiration set for June 30, 2014. Ms. Hoskins and Winchester are prepared for the effective termination and have notified accountant Sarah Burkemper of pending payroll changes for July.

#### **Executive Director's Report:**

Ms. Winchester reported she:

- Supported the Youth Mental Health First Aid (YMHFA) trainers, Jennifer Lescher and Kristi Gregory, on their SAMHSA federal grant submission to expand the YMHFA program in Lincoln County, providing a LCRB letter of support, soliciting support letters from providers and routing relevant data.
- Coordinated and led the special D.A.R.T. meeting with Attorney General Chris Koster's legislative liaison Ben Burkemper to discuss local-state collaborations to address timely issues, including synthetic and prescription drug abuse.
- Met with directors from the St. Charles and Franklin counties resource boards to discuss proactive legislative strategies for next session.
- Conducted research/outreach to identify prospective self-harm prevention programs to address need at Winfield Middle School.
- Conducted outreach to R-III guidance counselors to facilitate LCRB/provider presence at August open houses.
  - Kathy Boessen: Offered board member attendance to support open houses.
- Conducted outreach to Lincoln County's Victim's Assistance Coordinator, in Prosecuting Attorney's office, to ensure utilization of LCRB-funded programs as relevant.
- Drafted communications plan to support external communications of 2014 Needs Assessment findings.
- Will be inducted as a member of the Troy Rotary Club.
- Is working to complete Q2 2014 tax filings and Form 990 submission with support from accountant Sarah Burkemper.

Ms. Winchester noted the mid-year narrative reports for CY14 funded services (January 1 through June 30, 2014) are due July 31, 2014.

#### **Committee Reports:**

- A. Finance Committee: Kemper reported the finances for the LCRB remain sound.
- B. Personnel Committee: Margie Beckmann asked board members to take home the distributed draft personnel manual for review and edits. Beckmann said the committee will add various employment forms to the manual and, once approved by the board, the committee will review the manual annually for needed updates. Beckmann noted the manual differentiates between the roles of director, who will operate per an annual contract with specific terms, to a future LCRB employee(s), allowing the manual to serve current needs and future growth.
- C. Selection & Review Committee: Kathy Boessen reported she's setting dates for the committee meetings, which will commence in September after the CY15 RFPs are received. Boessen said the committee will reference the 2014 needs assessment as a tool to support funding allocations. She also shared the committee may change the hearing schedules from 2014 to be held on an as-needed basis.

#### **Comments for the Good:**

- Brett Siefert, Lincoln County Health Department, reported on the health department's role of identifying and designing public health interventions and ensuring patients can access the health-related services they need. Siefert commended the LCRB for its concentrated collection of mental health providers and services, asking for LCRB-funded provider feedback regarding the feasibility of a structure to house mental health services for Lincoln County residents on property the Lincoln County Health Department owns, adjacent to its current location. Providers were asked to respond to the health department's online survey within 30 days to validate the need for such a structure and report potential interest (or lack thereof) in leasing space.

**Adjournment:** The meeting was adjourned at 9:09 a.m. by Melba Houston, Chairman. (M.S.P. Pheeze, Price)

**Next Meeting:** The next Lincoln County Resource Board meeting is scheduled for **8:00 a.m. on Wednesday, July 23, 2014, at the Lincoln County Health Department (Community Room), #5 Health Department Drive, Troy, MO.**

Minutes respectfully submitted by: Cheri Winchester, Executive Director