



**Meeting Call to Order:** The meeting was called to order at 8:05 a.m. by Kathy Boessen, acting chair.

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

**Present:** Glenda Fitzgerald, Kathy Boessen, Jim Price, Christine Heintzelman, Charles (Pheeze) Kemper, Margie Beckmann, Rod Barnhill, Michele Neblock, Nancy Behlmann and Cheri Winchester (Executive Director).

**Absent:** Melba Houston (Chairman), Adam Burkemper, Kristin Gentry, David Thompson and Barb Wehde.

**Guests:** Kelly Broeker (PFH), Brittany Pursifull (PFH), Lauri Cross-Fink (CFS), Barb Skelton (TCC), Sissy Swift (TCC), Mark Grezeskowiak (PCHAS), Meghan Henkelman (SJA), Laura Heebner (CHC), Victoria Walker (CHC), Brenda Petruso (ThriVe), Renee Headrick (LCHD-WIC) and Heather Lytle (F.A.C.T.).

**Approval of Minutes:** *A motion was made to approve the minutes of the June 25, 2014, meeting as printed. (M.S.P.: Kemper, Fitzgerald)*

### **Monthly Financial Report:**

Ms. Winchester reviewed several financial documents that included:

- Balance Sheet as of June 30, 2014
- Profit & Loss Budget vs. Actual June 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 7-22-2014 was \$50,000.00 in the Main Account and \$196,894.47 in the Money Market Account for a total balance of **\$246,894.47**.

The Balance Sheet as of June 30, 2014, showed \$19,200.21 in the prepaid tax match fund and \$102,000.00 in the LCRB Reserve Fund. Assets and equity were in balance at \$211,997.03.

A total of \$96,450.47 was received in June 2014 (121.84% of monthly budget) and a total of \$108,435.27 (105.67% of monthly budget) was paid out in expenditures, resulting in net income of -\$11,984.80.

As of June 30, 2014, a total of \$498,568.70 (or 104.96% of budget to date) had been received in revenue and a total of \$650,112.48 (or 105.59% of budget to date) had been paid out for expenses. The net ordinary income to date was -\$151,543.78.

The June 2014 sales tax revenue (deposited on 7-7-2014) was \$116,208.31 (\$25,186.34 or 27.67% more than June 2013).

In June 2014, \$79,294.76 was paid to our providers. The outstanding 2014 contract commitment totaled \$521,841.51. The usage rate of our contracted services through June 30, 2014, was 57.85%.

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

### **Correspondence & Announcements:**

Barbara Skelton with The Child Center reported that the prevention program has been modernized. Now called the Body Safety Steps program, the presentation follows Common Core Standards for the school districts and provides age-appropriate content and revised testing to promote more accurate measurement. The corresponding proposed updates to the clinical objectives agreement have been sent to Ms. Winchester for board approval.

Ms. Winchester reported that she recently met with R-III curriculum director Dr. Mary Ingmire to review LCRB-funded programs and services. One of the meeting outcomes included an invitation for the LCRB-funded providers to present at the August 13 professional development day, offering a three-hour training session for the guidance counselors. Ms. Winchester asked providers who are interested in providing training for the counselors to contact her for coordination and planning.

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

- Brittany Pursifull reported D.A.R.T. will meet later this morning to discuss upcoming initiatives.

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

None

#### **Old Business:**

- Self-harm program request

Ms. Winchester reported that she presented proposals from two highly referred self-harm prevention/intervention specialists, S.A.F.E. Alternatives and the CHADS Coalition, to the finance committee at their meeting held on July 17. The proposals were secured to meet the request of Winfield Middle School, which has seen a spike in students who are committing self-harm. The estimates were written to fund a full day of service at Winfield Middle School, including classroom presentations and staff training. Ms. Winchester noted the St. Louis and Franklin County Children's Services Funds partner with CHADS Coalition, which also provides suicide prevention programming.

At the Finance Committee, the members voted to recommend to the board that the LCRB fund the CHADS Coalition to provide a day of prevention and intervention services, to include classroom presentations and a staff training, addressing the timely self-harm need at a one-time cost of \$720 per provided estimate.

Discussion included a question regarding self-harm programs for the other school districts and ability to fund additional requests. Ms. Winchester reported this request was presented during an inner-agency meeting with the guidance counselors. Ms. Winchester said she participates in the other districts' inner-agency meetings and has met with the guidance counselors separately to review needs. According to Ms. Winchester, no other requests for self-harm programs have emerged.

*A motion was made that the LCRB fund the CHADS Coalition to provide a day of prevention and intervention services, to include classroom presentations and staff training, addressing the timely self-harm need at a one-time cost of \$720 per provided estimate. (M.S.P. Kemper, Behlmann)*

- R-III Open Houses

Ms. Winchester reported that we have board members and providers scheduled to participate in the open houses at R-III School District's Cuivre Park, Boone and William Cappel Elementary Schools. The open houses will provide a forum for the LCRB and its funded partners to engage with Lincoln County parents, reduce stigma associated with mental health disorders and promote awareness/education. Ms. Winchester said the providers will share a table with the LCRB outfitted with agency and resource board materials.

#### **New Business:**

- Needs Assessment

Dr. Cynthia Berry presented the 2014 Needs Assessment to the board and guests reviewing report navigation; key sections of analysis; and data interpretation for funding allocations and/or grant writing. Dr. Berry also shared supporting spreadsheets, highlighting the additional data sources and county comparisons to validate needs, progress and to use for public education and outreach. She noted the 2014 report was written to delineate needs from costs, assess program strengths and serve as a "living document" to gauge performance against third-party data.

- Proposed 2015 Budgets

Ms. Winchester presented the draft 2015 general and administrative budgets to the committee, reviewing each expense category and proposed budget for CY 2015 program operations. The proposed budget keeps administrative costs to 6.1%.

*A motion was made to approve the 2015 LCRB budgets as presented. (M.S.P.: Kemper, Price)*

**Executive Director's Report:**

Ms. Winchester reported she:

- Attended the R-III inner-agency meeting, announcing Catholic Family Services upcoming Love and Logic parenting and teen anger management classes and distributing the Health Department's resource guide.
- Coordinated/met with R-III curriculum director Dr. Mary Ingmire regarding LCRB-funded programs, services and partnership opportunities. Prepared requested hard-copy file of discussed data and statistics for post-meeting reference.
- Secured presentation of needs assessment findings with Healthy Communities for January 2015.
- Coordinated meeting with Chantelle Smith, unit supervisor with the State of Missouri's Department of Corrections Board of Probation and Parole, regarding LCRB programs and services and future opportunities, such as organizing a small women's group to connect consumers to LCRB-funded resources.
- Met with Victoria Ayers, victim advocate with the Prosecuting Attorney's office, regarding LCRB-funded resources.

**Committee Reports:**

- A. Finance Committee: Pheeze Kemper reported the finance committee has received and reviewed a supplemental funding request from Presbyterian Children's Homes and Services. The committee voted to table the request until next month to learn if outside funding sources materialize and to better gauge the board's funding capacity.
- B. Personnel Committee: Margie Beckmann presented the final version of the personnel manual for board approval, noting the manual's effective date is written for August 1, 2014. The committee will review and update the manual annually.

*A motion was made to approve the personnel manual as presented. (M.S.P.: Beckman, Behlmann)*

- C. Selection & Review Committee: Kathy Boessen requested that the committee members fully review the 2014 needs assessment prior to CY 2015 grant review.

**Comments for the Good:** None

**Adjournment:** The meeting was adjourned at 9:15 a.m. by Kathy Boessen. (M.S.P. Kemper, Price)

**Next Meeting:** The next Lincoln County Resource Board meeting is scheduled for **8:00 a.m. on Wednesday, August 27, 2014, at the Lincoln County Health Department (Community Room), #5 Health Department Drive, Troy, MO.**

Minutes respectfully submitted by: Cheri Winchester, Executive Director