



Meeting Call to Order: The meeting was called to order at 8:02 a.m. by LCRB Chair Kathy Boessen.

Roll Call and Introduction of Guests:

Present: Kathy Boessen, Margie Beckmann, Nancy Behlmann, Glenda Fitzgerald, Katrina Grasshoff, Christine Heintzelman, Dr. Elaine Henderson, Melba Houston, Scott Hufty, Cheri Winchester and Hally Wells

Absent: Sheriff John Cottle, Kristin Gentry, Jim Price and Dr. Brandi Street

Guests: Jen Kaiser (Compass), Cathi Bornhop (F.A.C.T.), Heather Lytle (F.A.C.T.), Mark Grzeskowiak (PCHAS), Madronica Malone (ThriVe – Best Choice), Kim Hewlett (SJA), Sandra Barker (SLC), Sissy Swift (TCC), Christine TenEyck (TCC), Porscha Thorpe (TCC), Heidi Hubbard (YIN), Kristi Machica (YIN) and Brittany McDonnell (Crisis Nursery – Wentzville).

Approval of Minutes: *A motion was made to approve the October 28, 2020, meeting minutes. (M.S.P.: Henderson, Fitzgerald)*

Monthly Financial Report:

Ms. Winchester reviewed several financial documents, including:

- Balance Sheet as of October 31, 2020
- Profit & Loss Budget vs. Actual October 31, 2020
- Sales Tax History from 2019 to Present
- LCRB 2020 Funding Summary
- LCRB 2020 Schedule of Units

The balance of the Peoples Bank & Trust account on 11-24-2020 was \$194,991.05 in the Main Account and \$442,587.16 in the Money Market Account for a total balance of \$637,578.21.

The Balance Sheet as of October 31, 2020 shows \$80.95 in the prepaid tax match fund and \$120,000 in the LCRB Reserve Fund. October's Balance Sheet also reflects an entry for the CARES ACT Grant; the balance, at the end of October, was \$140,698.23. Assets and equity are in balance at \$746,323.36.

A total of \$133,485.39 was received in October 2020 (122.04% of the monthly budget). The CARES Act grant total is reflected as an income category listing, per the recommendation of Charles Montgomery, CPA, which reflects an investment of \$186,806.03. A total of \$173,525.45 (138.92% of the monthly budget) was paid out in expenditures, resulting in a net income of \$146,765.97. Payments to providers for services rendered under the CARES Act Grant accounted for \$61,276.90 as provided under the expense category of CARES Act Grant disbursements.

The October 2020 sales tax revenue (deposited on 11-6-2020) was \$121,220.56 (\$18,518.58 or 18.03% more than October 2019).

In November 2020, \$105,940.27 was paid to our providers for October services. The outstanding 2020 contract commitment is \$416,475.02. The usage rate of our contracted services through October 31, 2020 is 69.46%.

CARES Act grant reimbursements for the month of October were reviewed. The balance remaining for reimbursement is \$75,698.33.

A motion was made to approve the monthly financial reports as printed, submitted, and explained. (M.S.P.: Heintzelman, Hufty)

Correspondence & Announcements:

Ms. Winchester announced that the LCRB has terminated all contracts with Preferred Family Healthcare. She expressed appreciation to Presbyterian Children's Homes & Services, Saint Louis Counseling and Youth in Need for accepting additional referrals to ensure continuity of care for Lincoln County children and youth. Additionally, Ms. Winchester shared that Compass Health Network has been contracted to provide Outpatient Substance Use Disorder services for

Lincoln County students. County schools have been made aware of these changes in service so appropriate referrals and access to care is sustained.

Old Business:

- **LCRB FY 2021-22 Funding Allocations**

Selection & Review Committee Chair Christine Heintzelman addressed the board and referenced the committee's allocation spreadsheet, which was emailed to board members in advance of the board meeting, which outlines the committee's program funding and recommendations. Mrs. Heintzelman reported that the Selection & Review Committee recommends that LCRB fund providers \$1,271,891.01 over the course of 2021 and \$635,945.51 for the first six months of 2022. This represents a total of \$1,907,836.51 for the 2021-22 18-month funding cycle. The recommendations leaves \$134,761.59 of funding currently unallocated to consider future proposals for substance use disorder prevention and early intervention services. Mrs. Heintzelman asked for a motion from the board to approve the Selection & Review Committee's funding recommendations.

*A motion was made to approve the proposed 2021-22 funding allocation recommendations as presented.
(M.S.P.: Behlmann, Henderson)*

- **2020 Bridges out of Poverty Workshop: 03 Follow-Up/Needs Assessment Key Findings**

Ms. Winchester reported that after considering the current COVID environment, the holiday season and discussing the planned Bridges meeting with Dr. Cynthia Berry, she is postponing the Bridges "Follow-Up" session until the beginning of 2021. Dr. Cynthia Berry will present "Key Findings" from the 2020 Needs Assessment Report, as well as data gathered and interpreted from the 2020 Missouri Student Survey. These reporting tools help identify and validate needs as the community considers grassroots initiatives based on the Bridges out of Poverty learnings. The event will be held virtually or in a hybrid (virtual and in-person) manner, depending on COVID developments. Ms. Winchester will keep the board and community informed of potential meeting dates and plans as they evolve.

New Business:

- Ms. Winchester and Mrs. Boessen announced that the December meeting will be held a week earlier due to the Christmas holiday. Traditionally, this meeting is held at Mrs. Boessen's home. Due to COVID, the meeting will now be held via Zoom at 8:00 a.m. on Wednesday, December 16, 2020. The Finance Committee will meet electronically to approve the financials in advance of the December meeting.

Executive Director's Report:

Ms. Winchester shared that she will email the board her complete written report at the end of the month and highlighted a few items, including:

- Ms. Winchester reminded providers that **C.A.R.E.S. Act Grant** funding dollars must be spent by the end of the calendar year. Remaining funds will be applied toward LCRB's balance on the purchase of CaseWorthy.
- Dr. Cynthia Berry will be providing LCRB with a proposal for services to take a deeper look at data gathered by the **Missouri Student Survey**. If approved, Dr. Berry will dissect the mental health and substance use disorder issues at each grade level and incorporate information from the optional "Toxic Stress and Sexual Harassment" module, if the local districts elected to participate and approve data sharing. Ms. Winchester said she will also collaborate with Dr. Berry on the **Mid-Year School Assessment**, which will be sent to schools in late December or early January.
- **LCRB provider audits** are currently underway. Ms. Winchester reported that the process is going well, no billing or other discrepancies found, and all audits should be concluded by early December.
- Ms. Winchester shared that the **2021-22 Contracts** are being reviewed by attorney Adam Burkemper. LCRB has contracted with Mr. Burkemper to update the documents as needed, given that the contracts have not been updated since the fund was established.
- Ms. Winchester stated that **LCRB's 2019 tax returns** have been completed and electronically filed by Sarah Burkemper, CPA.
- Ms. Winchester announced that **two board members** whose terms expire on December 31, 2020, have agreed to continue serving: Jim Price and Margie Beckmann.

Committee Reports

- A. Finance Committee: None
- B. Personnel Committee: None

C. Selection & Review Committee: Mrs. Heintzelman thanked board members and providers for their participation and patience as the Selection & Review Committee worked through the process of making funding allocation recommendations.

Comments for the Good: None

Adjournment: *The meeting was adjourned at 8:35 a.m. by Kathy Boessen. (M.S.P.: Fitzgerald, Behlmann)*

Next Meeting: The next Lincoln County Resource Board meeting is scheduled for **8:00 a.m.** on **Wednesday, December 16, 2020.**

Minutes respectfully submitted by: Cheri Winchester, Executive Director