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# LINCOLN COUNTY RESOURCE BOARD

"Putting Kids First in Lincoln County"



## Lincoln County Resource Board Meeting Minutes of October 24, 2007

**Meeting Call to Order:** The meeting was called to order at 8:00 a.m. by Adam Burkemper, Chairman.

**Roll Call and Guests:** Present: Adam Burkemper, Rod Barnhill, Kathy Boessen, Margie Cappel, Melba Houston, Pheeze Kemper, Jim Price, David Thompson and Executive Director, Becky Hoskins.

Guests: Lauri Cross-Fink (CFS), Janice Mills (SJA), Mary Jones (Bridgeway Counseling Center) and Annie Schulte (CHC).

Absent: Nancy Behlmann. Dr. David Easterday, Kristin Gentry, Billie Lamb, Gary Sheller

**Approval of Minutes:** *A motion was made to approve the minutes of the September 26, 2007 meeting as distributed. (M.S.P.: Price, Thompson)*

### **Financial Report:**

David Thompson, LCRB Treasurer, presented the financial report. Mr. Thompson reviewed the *General Ledger*, dated October 22, 2007, with the Board. The bank balance was \$410,081.35.

The estimated vs. actual income spreadsheet indicated that the LCRB has received \$476,618.09 in sales tax revenues this year, which is \$77,718.09 more than the original estimate. Mr. Thompson noted that the slower economy impacts the amount of sales tax revenues and that the 2005 estimates being used reflect a time when car sales were bringing in much more sales tax. The LCRB checking account has yielded \$1,710.65 in interest thus far in 2007. The checking account is in a money market account that is earning the highest available interest rate.

A final payment of \$3778.00 for the contract to maintain the Wellness Center (9-01-07 to 9-30-07) was sent to Preferred Family Healthcare, Inc. on 10-16-07. With our previous payment of \$38,915.00 (1-01-07 to 8-31-07), the total paid to PFH was **\$42,693.00**. This total amount was **\$6,564.00 less than the original projected budget of \$49,257.00.**

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

**Wellness Center Report:** Mrs. Hoskins reported that Mr. Wallis was unable to attend due to a business meeting in Kansas City. Mr. Wallis informed Mrs. Hoskins that he would submit a final report to the Board concerning the Wellness Center by 10-31-07 for the period of service from 1-1-07 through 9-30-07.

Mrs. Hoskins stated that Mr. Wallis has continued to talk to Catholic Family Services and to the other interested agencies concerning the continuation of the Wellness Center until a request for additional funding can be submitted to the Board for 2009.

**Correspondence/Marketing:** Mrs. Hoskins circulated thank you notes to the Board from Catholic Family Services for their funding awards and from Kathy Juergens (Crider Health Center) for the flowers sent to her as a thank you for her administrative services to the Board.

Board members were also asked to display the Children's Trust Fund posters and/or brochures that were distributed in their place of business or at their church, civic center or other public location.

**Board Meeting Refreshments:** Mrs. Cappel told the Board that she will provide breakfast items and that Board members are asked to make a donation to defray the cost of the food, beverages and paper products.

**Old Business:**

- A. Since the Board has not received updated financial information from Preferred Family Healthcare, Inc. concerning the expansion proposal for the Wellness Center, the discussion remained tabled.
- B. Mrs. Hoskins reported that the Children's Trust Fund is now officially under the auspices of the LCRB. Lincoln County had a balance of \$10,038.48 in the CTF as of 6-30-07. After expenditures of \$4,281.60 to purchase "reality babies" and supplies, there was a balance of \$6,281.88 in the CTF as of 9-30-07. An additional manual and software was purchased on 10-22-07 in the amount of \$131.00. The LCRB pays for these expenditures and then submits for reimbursement from the CTF. The debits and credits for the CTF will be managed in the LCRB accounting system as a sub-account.

**New Business:**

- A. Mrs. Hoskins stated that the Board needs to decide what their position will be concerning policy about agencies submitting for reimbursements for either medical co-pay or deductibles for insured clients.

Mrs. Cross-Fink noted that in the past the CFS has served both insured and non-insured clients. Mrs. Cross-Fink also said that CFS does collect a co-pay from the client if the insurance company requires it, but most of the time the clients served have had *MC Plus*, which is the state insurance that does not have a co-pay.

Mr. Thompson said that he thought that the LCRB funding could and should be used to assist families with either the co-pay or deductible or, in other words, what their insurance does not pay. He stated that some families, even with insurance, may not be able to afford to pay a large deductible. On the other hand, Mr. Thompson does not want to see families that can afford to pay, abuse the system.

Mrs. Cross-Fink agreed that many people cannot afford to pay the deductibles and she said that most of the time with children they are covered by the *MC Plus*.

Mr. Burkemper stated they he has clients that have to declare bankruptcy because they cannot afford their medical co-pays and deductibles.

Mr. Thompson said that employers have been forced to decrease the amount of coverage for their employees, which has caused the deductibles for the individuals to increase. For instance, the family may have to pay 20% of their total medical costs that can put them into a financial crisis. Mr. Thompson stated that, in his opinion, the agencies should be allowed to use their funding to pay for what the client's insurance will not cover.

Mr. Burkemper asked if Mrs. Hoskins had spoken to Bruce Sowatsky of the CCRB. Mrs. Hoskins said that the CCRB does allow the agencies to use their funding in this manner.

Mrs. Boessen agreed that even insured families may not be able to afford the services unless their portion of the cost is covered. Mrs. Boessen also noted that it is important for services to be provided in Lincoln County so that families do not have to travel so far to receive assistance. Mrs. Houston noted that with services being provided in the schools, there may be more privately insured families using the locally provided services.

*A motion was made to allow LCRB funding to be used by the agencies to cover the co-pay and deductible for insured clients using the funded services. (M.S.P.: Thompson, Houston)*

- B. Mrs. Hoskins presented an informational sheet showing the original purpose and mission statement for the LCRB and some possible enhancements and extensions to that statement i.e. mission statement, vision, purpose, function, values. Mrs. Hoskins asked Mr. Burkemper to assign a task force committee to work on this project for the Board. Mrs. Boessen, Mrs. Cappel and Mrs. Houston volunteered to serve on this task force. This task force committee will present their recommendations to the Board at the November 2007 meeting.

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

Mrs. Hoskins reviewed the Executive Director's written report with the Board. She highlighted that she has completed transferring all of the financial information into *QuickBooks 2006* software, allowing the preparations of financial reports and the keeping of financial records. A new email account for the Executive Director has been established which is [becky@lincolncountykids.org](mailto:becky@lincolncountykids.org). In the next month the LCRB website will be designed and created at [www.lincolncountykids.org](http://www.lincolncountykids.org). Mrs. Hoskins will soon complete a *PowerPoint* presentation to present to the county service groups and organizations to publicize the work of the LCRB and how the tax dollars are being utilized. The LCRB brochures will be distributed when Mrs. Hoskins presents to these groups. Mrs. Hoskins will meet with Bruce Sowatsky to find out how the CCRB tracks their financial transactions.

Mrs. Hoskins asked the Board about scheduling an audit for the year 2007. She plans to use a Lincoln County accounting firm to complete an audit. The Board was not sure about whether or not an audit is needed for 2007, so Mr. Burkemper will find out if an audit is necessary for 2007.

Mrs. Hoskins will continue to send press releases to the local newspapers and publications.

Mrs. Houston reported concerning the All LCRB-Funded Agencies Meeting held at the LCHD on Monday, October 22, 2007. Three LCRB Trustees were present: Margie Cappel, Billie Lamb and Melba Houston. Mrs. Hoskins and Mr. Wallis, PFH, facilitated the meeting. There was at least one representative present from each funded agency and in most cases there were several people from the agency. Each agency presented information about the services that will be provided in Lincoln County, as well as, an overview of their agency. Mrs. Houston stated that she was impressed with the manner in which these agencies collaborate and are careful to not duplicate services. She concluded by stating that it was a very beneficial meeting and that the agencies appreciated the opportunity to meet. Mrs. Houston also told the Board that some of the agencies are allowing the schools to make final selections from a pool of 2 or 3 applicants for the school-based positions, so that the school has some input into the people that will work in their buildings.

Janice Mills (SJA) said that she is pleased that the agencies plan to meet at least quarterly to continue the collaborative dialogue to be sure that the needs of the children and youth of Lincoln County are met.

A discussion followed about the need to publicize the availability of these services in the schools. Mrs. Schulte suggested that the agencies include the LCRB logo with their marketing materials. Mrs. Boessen suggested that information about the available services be include in the school newsletters, so that the parents are informed. Mrs. Schulte stated that most agencies usually send home a letter/brochure to the parents and/or a permission form.

Mr. Thompson said that the parents need to be reminded that these services are available because of the ¼ cent sales tax in Lincoln County and that if more people shop at home, there will be more money for additional services.

Mrs. Hoskins said that the LCRB could send out a blurb that incorporates the "Putting Kids First" slogan to the schools for their newsletters concerning the importance of shopping in Lincoln County to support these services. Mrs. Schulte suggested that the LCRB partner with the Troy Chamber of Commerce in campaigning for people to shop in Lincoln County.

Mr. Burkemper suggested that a monthly newsletter be published in the local newspapers to reinforce what the LCRB does. Mrs. Hoskins suggested that information about a different agency and/or program be highlighted each month with the newsletter having a similar format. Mrs. Houston suggested that the repeat of the LCRB logo and/or picture would catch the reader's eye and that personal stories about the clients being served would be well-received by the public.

Mrs. Schulte invited the Board to the Open House for the new primary care facility at the Crider Health Center in Wentzville on October 30, 2007 from 4-6 p.m.

### **Committee Reports:**

Personnel Committee: Mrs. Cappel reported that the Personnel Committee will continue to work on the LCRB Personnel Handbook.

Finance Committee: Mr. Thompson reported that the Finance Committee had given approval for acquiring a corporate credit card for the LCRB. This corporate credit card will be used for on-line and store purchases with a credit limit of \$1000. Mrs. Hoskins and Mr. Thompson will each have a card.

It was also reported that the Finance Committee will meet with the Lincoln County Commissioners in November. One purpose of this meeting will be to update the commissioners on the financial picture of the Board. The members of the Finance Committee also want to present the idea of the county obtaining a low-interest construction loan from "Rural Development" to construct a Wellness Center-type facility to house the various agencies providing family services in Lincoln County.

The members of the Board discussed this proposal of the county building such a facility.

Selection & Review Committee: Mrs. Boessen reported that the Selection & Review Committee will meet as soon as Jim Wallis provides revised numbers concerning the expansion of the Wellness Center.

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

The Board members stated that they much preferred the meeting arrangement at the LCHD and that they enjoyed the appreciated continental breakfast provided by Mrs. Cappel. The Board also expressed their appreciation for the well-organized and succinct business meeting.

### **Next Meeting:**

***The next monthly meeting is scheduled for 8:00 a.m. Wednesday, November 28, 2007 at the Lincoln County Health Department.***

**Adjournment:** *A motion was made to adjourn the meeting at 8:50 a.m. (M.S.P.: Kemper, Price)*