

LINCOLN COUNTY RESOURCE BOARD
Lincoln County, Missouri

Meeting Minutes of March 26, 2008

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

Introductions: The Trustees and other guests introduced themselves. New board member, Ms. Carol Ricks, and prospective board member, Dr. Don Buenger were introduced.

Roll Call and Guests: Present: Adam Burkemper, Nancy Behlmann, Margie Cappel, Kristin Gentry, Charles Kemper, Billie Lamb, Jim Price, Gary Sheller, ~~Dr. Don Buenger~~, Carol Ricks, Becky Hoskins, Executive Director and Christy Hall, clerical assistant.

Guests: Jim Wallis, Janet Ossie (SJA), Ann Winkelmann, Jean Thomas, Annie Schulte (CHC). Dr. Don Buenger

Absent: Rod Barnhill, Kathy Boessen, Melba Houston and David Thompson.

Approval of Minutes:

Always state the motion in italics with a space before and after to set the motions apart from the rest of the narrative.

A motion was made to approve the minutes of the February 27, 2008 meeting as printed. (M.S.P.: Price, Kemper)

Christy, you can follow this format for the financial report for most of our meetings.

Financial Report:

Becky Hoskins, Executive Director, presented the financial report. Mrs. Hoskins reviewed the "*Statement of Revenues and Expenditures*" dated February 29, 2008. The February revenue was \$70,564 and expenditures were \$85,868.69, resulting in a monthly deficit of \$15,304.69. To date, 14.8% of the budgeted revenues have been received and 12.25% of the budgeted expenses have been paid.

The "*Profit and Loss Standard*" from Jan 1 through March 21, 2008 indicated a net profit of \$19,099.86.

Mrs. Hoskins reviewed the *General Ledger*, dated March 26, 2008. Mrs. Hoskins explained the \$25,000 payment to the *Dept. of Mental Health—Local Tax Matching Fund*. This matching fund is part of an agreement with the DMD, CHC and the Board in providing School-Based Mental Health

Specialists in the Lincoln County school districts. The matching fund has a ceiling of \$100,000 and does not affect the total amount of the contract with CHC. Mr. Price explained this matching fund in more detail. Mrs. Hoskins also explained the contracts being paid out and the amount of units. The PB&T checking account balance on March 26, 2008 was \$520,812.77.

Mrs. Hoskins presented the "*Funding Summary*" and "*Schedule of Units*" through March 2008. To date during this funding cycle \$282,941.43 has been paid to the providers with 4,971.91, or 19.96%, of the 24,904.32 contracted units being used.

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

Wellness Center Report:

Jim Wallis reported that the Lincoln County Wellness Center moved into its new location on March 7, 2008. Mr. Wallis stated that even though the new facility is only slightly larger at 1874 square feet, the space is more conducive to their needs providing 4 offices, 2 consultation rooms, a conference room, a large group room and a kitchen. On May 8, 2008 the grand opening and ribbon cutting will be held from 11 a.m. - 1:00 p.m. Regular business hours are M,W,F 8 a.m. - 5 p.m. and Tues. & Thurs. 8 a.m. - 7:30 p.m.

Old Business:

Carol Ricks was appointed by Adam Burkemper to be the LCRB Historian. Ms. Ricks asked Board members to save newspaper articles about LCRB.

New Business:

- A.** Dr. Don Buenger expressed his desire to become a LCRB Trustee. ~~Dr. Don Buenger will join the board.~~ Mrs. Hoskins went over the terms of office for both Ms. Ricks and Dr. Buenger. She recommended that term of Ms. Ricks expire in 2010 and that Dr. Buenger complete the term of Dr. Easterday which expires at the end of December 2008. Dr. Buenger be reappointed in January of 2009 for a three year term. This arrangement would provide for the terms of 5 trustees to expire at the end of 2008, of four trustees at the end of 2009 and of four trustees at the end of 2010.

A motion was made to recommend Dr. Don Buenger to the Lincoln County Commissioners to complete the term of Dr. David Easterday as

the medical doctor representative for the LCRB. (M.S.P.: Sheller, Kemper).

B. Mr. Price stated that the *Finance Committee* would like to recommend a change to LCRB bank account to make it a “sweep account”. Mr. Price explained that ~~this was to maintain~~ a certain balance would be maintained in the LCRB account and the balance of funds would go into another account **to earn** a higher interest rate.

A motion was made to revise the LCRB bank account features to create a “sweep account” to take advantage of higher interest rates. (M.S.P.: Ricks, Sheller)

C. Mrs. Hoskins went over the bids for the Board liability and worker’s compensation coverage. **Mr. Sheller expressed the importance of** going over the amounts of this policy and checking to make sure we have enough coverage. **Asking the LCRB’s providers to list the LCRB as “additional insured” on their liability policies** was also discussed as something we need to look into. Mrs. Hoskins will get the **rest of the quotes** and present them at the next meeting. Property insurance coverage may **need to** be considered in the future.

D. The modifications to the *Preferred Family Healthcare* Contracts were explained by Jean Thomas.

A motion was made to approve the modifications to the Preferred Family Healthcare contracts as presented. (M.S.P.: Kemper, Price)

E. Jim Wallis reported that his agency had been contacted about offering services to Lincoln County students that attend at Clopton. He asked the opinion of the Board concerning providing services to Lincoln County students that are residents of our County but attend out-of-county schools that Lincoln County kids may attend, such as Clopton, Wright City and St. Dominic. The Trustees discussed the pros and cons of providing these services.

A motion was made for the LCRB to authorize their funded providers to offer services to Lincoln County students regardless of where they attend school, at the discretion of the providers based upon the established criteria for the programs and the availability of staff and resources. (M.S.P.: Lamb, Cappel)

E. The LCRB Personnel Policy Manual was approved. The manual may be updated ~~Changes to the manual may be made~~ each year or as they are needed.

A motion was made to approve the LCRN Personnel Policy Manual as printed. (M.S.P.: Kemper, Behlmann)

Executive Director's Report:

Mrs. Hoskins reviewed the written report. She reported that the tax documents for the preparation of the 990 Tax Form for 2007 were taken to Larry Webb and the payroll procedures are in place. All of her site visits have been scheduled and should be completed by the end of April 2008. Presentations to various Lincoln County groups have also been scheduled.

The Needs Assessment Task Force will meet again on April 7, 2008. They want to do a public opinion poll. Newspaper articles will be coming out next month in the Lincoln County Journal.

Committee Reports

A. David Thompson was not present to give the *Finance Committee* Report.

B. Mrs. Cappel did not have a report for the *Personnel Committee* since they have not met since the last Board meeting.

C. Melba Houston was not present to give the *Selection and Review Committee* Report. Mrs. Cappel reported that the committee would meet to revise the application for funding for the 2009 funding cycle.

Comments for the Good:

Kristin Gentry said she took the *Reality Babies* to Silex School. She needs diaper bags and car seats to make the experience more "life-like".

Annie Schulte reported on the progress of other "Putting Kids First" campaigns. She stated that St. Louis County is working on a petition drive that is due in June. Franklin County may not have to do a petition drive, since the county commissioners are considering putting the proposition on the ballot.

Ms. Hoskins will be doing a presentation at the Troy Chamber of Commerce meeting on April 7, 2008. It starts at 11:45 a.m. and should adjourn at 1:00 p.m. Some of the providers will have information booths set up. Lunch is \$10.00. All Board members are encouraged to attend.

Next Meeting:

The next monthly meeting is scheduled for 8:00 a.m. on Wednesday, April 23, 2008, at the *Lincoln County Health Department*. A light breakfast will be served at 7:30 a.m. for the Board and all guests.

Adjournment:

A motion was made to adjourn the meeting at 9:20 a.m. (M.S.P.: Sheller, Price)