



**LINCOLN COUNTY RESOURCE BOARD**  
**Lincoln County, Missouri**

**Meeting Minutes of February 4, 2009**

**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.

**Roll Call and Guests:** Present: Adam Burkemper; Rod Barnhill, Nancy Behlmann; Donald Buenger; Margie Cappel; Kristin Gentry; Melba Houston; Charles Kemper; Jim Price; Carol Ricks; David Thompson; Becky Hoskins, Executive Director; and Christy Hall, Clerical Assistant.

**Guests:** Jim Wallis (PFH); Ellen Teller (TCC); Lauri Cross-Fink (CFS); Janice Mills (SJA); Jean Thomas (PFH); Teresa Wall (SJA); Karen Shatto (SJA); Gabriela Wooldridge (Wellness Center Receptionist)

**Absent:** Kathy Boessen; Billie Lamb; Gary Sheller

**Approval of Minutes:** *A motion was made to approve the minutes of the December 17, 2008 meeting as printed. (M.S.P. Kemper, Houston)*

**Financial Report:**

Becky Hoskins, Executive Director, presented the financial report. As of 2-2-09 the LCRB had \$50,000 in the main account and \$516,903.82 in the money market account for a total of \$566,903.82. The December 2008 sales tax revenue was \$95,146.54 and the December 2008 interest was \$1,127.25 for a total income of \$96,273.79. Administrative expenses for December 2008 were \$4,065.91 and \$53,772.90 for the year. Expenses paid in December were \$78,840.84. The cash balance brought forward to 2009 from 2008 is \$575,519.30 (this amount includes the \$100,000 reserve fund).

The funding summary indicated that the reimbursements for December 2008 were \$86,357.77. Total reimbursements for 2008 were \$1,052,247.64. The balance of contracts not paid for the 07-08 funding cycle was \$246,781.36. About 83% of the contracted units were used during the 07-08 funding cycle.

Mrs. Cappel complimented Mrs. Hoskins on doing a good job with the finances. Mr. Thompson stated that it was good to have some money left over in case it is needed this year due to the sluggish economy.

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

**Correspondence:**

Mrs. Hoskins reviewed the correspondence that the LCRB has received. She commented on the articles that have been published in the Lincoln County Journal that include the Silex SAFE Project, the Sibshop ad, the article of success for 2007-2008 and the ad that will run every week in the Lincoln County Journal that advertises the services of the providers. She shared thank you letters from the children in Crider's *Pinocchio Program*. She passed around Gabriela Wooldridge's resume for the Board's review. She mentioned the PFH Trivia Night to be held on March 6, 2009 to benefit Stacey Obermark. She stated that the Rotary is having a *Mardi Gras Party* on February 21, 2009 at the Troy VFW Hall.

### **Wellness Center Report:**

Mr. Wallis stated that the renovations to the *Lincoln County Wellness Center* have been completed and the total cost of the renovations was under budget. *Preferred Family Healthcare* has hired Gabriela Wooldridge as the new receptionist. Mr. Wallis introduced her to the Board and guests. Mrs. Wooldridge has been going with Mrs. Hoskins to meetings and to all of the provider agencies. Mrs. Wooldridge stated that she is glad to have this opportunity to work for the LCRB and PFH.

Mr. Wallis stated that they have added a new staff person, Susan Adams, a retired teacher, to the *Team of Concern* program. Mr. Wallis also stated that they are utilizing the extra space that opened up in the Berk Building for additional offices.

Lauri Cross-Fink stated that they have openings for the April 8, 2009 *Love and Logic* parenting program. Mrs. Houston inquired about the \$100.00 fee for the parenting program. Ms. Cross-Fink responded that the fee is for out-of-county residents only and that Lincoln County Residents are free. The class size is limited to about 10-12 people.

Mrs. Cross-Fink reported that she has completed over 50 presentations at the Catholic schools. She sees an average of 5-8 students per day

The new psychiatrist, Dr. Khojasteh, has about 46 clients and has appointments filled through April 2009.

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

Kristin Gentry stated that the balance in the CTF is \$8,697.96. She stated the Silex High School is using the *RealityBabies* from the *Lincoln County Health Department*. Elsberry High School would like a whole set for their use. Mrs. Gentry asked the Board to approve purchasing another set for Elsberry High School. She presented two options. The first option was to purchase only five 5 *Reality Babies* for \$2,820 and the second option was to purchase the 5 *RealityBabies*, plus the car seats and diaper bags that go with them for \$3,350. Mrs. Gentry stated that she would prefer purchasing the 5 *RealityBabies* with the car seats and diaper bags.

*A motion was made to approve the purchase of the RealityBabies along with the car seats and diaper bags. (M.S.P. Price, Barnhill)*

Mrs. Gentry also stated that Winfield High School is interested in the *RealityBabies*, so she would like to purchase another set in July 2009, and purchase a set for Troy High School in 2010. The *Lincoln County Health Department* will have three *RealityBabies* to use for their safety classes.

### **Old Business:**

- A. Mr. Wallis reported on the Silex SAFE Program. He stated that the meeting received some good press coverage. There still needs to be some vested effort to continue. Silex students offered to present their cause at the *Healthy Communities* meeting. Mr. Wallis has emailed Elaine Henderson, Superintendent at Silex Schools, regarding a few responses from people who want to be involved in the project. He feels that Senator Rupp can help out and Mr. Wallis is looking at the first part of March 2009 to have another stakeholders meeting. He stated that the 8<sup>th</sup> grade girl's health class and Coach Twellman did a great job presenting the program. He has spoken to David Thompson, (FC) about starting up an account for the SAFE program, in case they would receive any donations.
- B. Mrs. Hoskins reported that she attended the Department of Mental Health meeting in Jefferson City on January 21, 2009, along with Mr. Kemper, Mr. Burkemper and Dr. Buenger. It basically was a seminar on what the DMH does. They did speak with other people from other mental health boards about meeting a few times of year to share information.
- C. The *LCRB Legislative Breakfast* is set for Friday, February 27, 2009 from 9:00 – 10:30 a.m. at *Landmark Restaurant* in Troy. There will be a full breakfast buffet and our legislators and County Commissioners will be attending. Mrs. Hoskins stated that the Trustees are encouraged to attend. She will mail out invitations to all the agencies. Each agency will be allowed to bring three guests. If more than three people per agency attend, they will be required to pay \$10.00 for the meal.

- D. Mrs. Hoskins discussed the All-Agency Meeting. She said that an ad advertising children's services funded by the LCRB will run weekly in the Lincoln County Journal on 2009. The cost for each agency will be pro-rated according to their funding level and each agency will be billed for their portion of the cost. The LCRB will receive and pay the invoices from the newspaper. The cost of the ad is approximately \$2,750 per year. Mr. Wallis stated that he would like their new receptionist to keep track when people call in to see how they heard about the services we provide, so he can evaluate next year if the ad is working.

**New Business:**

- A. Mr. Burkemper stated that it was time to elect the board officers for 2009-2011. According to the by-laws, the election of officers is done every two years at the January meeting. Mrs. Hoskins explained the terms and how the process works. Mr. Kemper nominated that the current officers remain in their respective positions.

*A motion was made to approve that the current officers remain in their positions for 2009-2011. (M.S.P. Kemper, Ricks)*

- B. Mrs. Hoskins stated that she was contacted by *Black & Associates Real Estate* about the Elderhaus property that is for sale. The real estate agent thought the Board may be interested in purchasing the property and converting it into transitional or residential living facility. The cost is \$999,999.00. The Board did not express an interest in purchasing this property, but thought it was a good idea to pass the information to other providers.

- C. Mrs. Hoskins explained the extension of billing concerning the tax matching contract with *Crider Health Center* and the *Department of Mental Health* for the *School Based Mental Health Specialist Program*. She stated that the LCRB has paid out \$100,000 for the 2008 contract. There is about \$15,000 left in the tax matching fund. This amount will roll over into the 2009 contract. The provider has one year from the date of service to submit billing to Medicaid. She stated that we have \$150,000 contracted for 2009 but may actually only pay \$135,000 because of the \$15,000 roll over. She has spoken to the director of this program at *DMH* and to the billing manager at *Crider Health Center*. Mrs. Hoskins asked the Board to allow the billing for this program to extend to July 2009. Mr. Thompson stated that this needs to be put into their contract in the future.

*A motion was made to approve the receipt of contract units from the 07-08 funding cycle through the end of July 2009. (M.S.P. Thompson, Price)*

- D. Mrs. Hoskins stated that the IRS needs additional information about the LCRB financing. She received a letter in November that the information received from Mr. Webb, the accountant, was not sufficient. The letter stated that the IRS may impose a \$4,700 fee for late charges. Mr. Webb is dealing with this issue and it should be resolved.
- E. Mrs. Hoskins stated that the LCRB needs to have an audit conducted every year and recommended that Bret Gruenloh of *Gruenloh & Henderson* conduct the 2008 audit. The cost of the audit will be approximately \$4,000.
- F. Mr. Burkemper stated that according to the Sunshine Law, every organization needs an official Records Custodian, in case an outside party would challenge the Board on what goes on in the meetings and how finances are being spent. Mr. Thompson recommended that the Executive Director, Becky Hoskins, should be our Records Custodian.

*A motion was made to appoint the Executive Director to be named as the LCRB's Records Custodian. (M.S.P. Thompson, Kemper)*

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

- A. Mrs. Hoskins reviewed her written report. She stated that January has been a quiet month, but she did meet with Denise Gould, Executive Director of Family Advocacy & Community Training. F.A.C.T. has hired a Parent Partner, Crystal Shields, who will be working with other parents who have children with disabilities.

Mr. Webb will be producing monthly financial statements for the Board in 2009.

Mrs. Hoskins is almost finished with the brochures and will be have them printed.

- B. Mrs. Hoskins stated that the End of Year Service Report for the providers is due by February 15, 2009.

### **Committee Reports:**

- A. There was no additional Finance *Committee* Report.
- B. There was no *Personnel Committee* Report.
- C. There was no *Selection and Review Committee* Report.

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

Mrs. Hoskins stated that Billie Lamb had a bad fall and has been recovering. She has been in and out of the hospital and Mrs. Hoskins encouraged the Trustees to contact Mrs. Lamb.

Mr. Wallis commented on the articles that have been running in the Lincoln County Journal and how the newspaper has been very cooperative in providing coverage for the LCRB and its funded agencies.

Mr. Thompson had big concerns regarding the economy and wanted to know if any of the providers provide financial counseling for families. Janice Mills (SJA) said they have several volunteers working with families on these issues. SJA is experiencing a higher number of calls and Mrs. Mills thanked the Board for all their help. Mr. Wallis wants to be sure the providers know where to direct people if they call in need of financial counseling.

Teresa Wall and Karen Shatto, both from SJA, introduced themselves

### **Next Meeting:**

The next monthly meeting is scheduled for **8:00 a.m. on Wednesday, February 25, 2009**, at *Zion United Church of Christ* (Fellowship Hall on Lower Level) 725 Main Street, Troy, Mo.

### **Adjournment:**

*A motion was made to adjourn the meeting at 9:30 a.m. (M.S.P.: Price, Barnhill)*