



LINCOLN COUNTY RESOURCE BOARD

LINCOLN COUNTY, MISSOURI

Wednesday, April 25, 2012

8:00 a.m.

Lincoln County Health Department
5 Health Department Drive
Troy, Missouri 63379

AGENDA

- I. Meeting Called to Order
- II. Roll Call and Introduction of Guests
- III. Approval of the March 28, 2012 Meeting Minutes
- IV. Financial Report (Becky Hoskins)
- V. Correspondence & Announcements
- VI. D.A.R.T. Organization Report
- VII. Children's Trust Fund Report (Kristin Gentry)
- VIII. Old Business
 - United Way Heroin Reduction Project
 - Appointments to Standing Committees
- IX. New Business
 - LCRB Search Committee
- X. Executive Director's Report
 - Written Report for April 2012
 - 2011 Annual Report to LC Commissioners
 - All Agency Meeting on May 23, 2012
- XI. Committee Reports
 - A. Finance Committee (Pheeze Kemper)
 - B. Personnel Committee (Margie Beckmann)
 - C. Selection & Review Committee (Kathy Boessen)
- XII. Comments for the Good
- XIII. Adjournment

The next Lincoln County Resource Board meeting will be held at the **Lincoln County Health Department (Community Room on south side of building), #5 Health Department Drive, Troy, MO** at 8:00 a.m. on **Wednesday, May 23, 2012.**



LINCOLN COUNTY RESOURCE BOARD
Lincoln County, Missouri

Meeting Minutes of March 28, 2012
Lincoln County Health Department

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

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

Present: Melba Houston (Chair), Rod Barnhill, Margie Beckmann, Kathy Boessen, Adam Burkemper, Christine Heintzelman, Charles (Pheeze) Kemper, Jim Price, David Thompson and Becky Hoskins (Ex. Dir.).

Absent: Nancy Behlmann, Glenda Fitzgerald, Kristin Gentry, Billie Lamb and Dale Reinker.

Guests: Ellen Teller (CACNEMO), Tim Bizelli (CFS), Judge Ben Burkemper (45th Judicial), Heather Lytle (FACT), Beth Sailors (PFH), Milli Palmer (PFH), Karen Shatto (SJA), Susan Schragger (CHC), Carole Crist (Children's Division), Samantha Goehri (Healthcare USA) and Whitney Schmohe (Family Facets).

Approval of Minutes: *A motion was made to approve the minutes of the February 22, 2012 meeting as printed. (M.S.P.: Kemper, Burkemper)*

Financial Report:

Mrs. Becky Hoskins, Executive Director, presented the financial report, reviewing the following financial documents:

- *Balance Sheet as of February 29, 2012*
- *Profit & Loss Budget vs. Actual for February 2012*
- *Profit & Loss Budget vs. Actual for January & February 2012*
- *Sales Tax History from 2010 to Present*
- *LCRB 2012 Funding Summary*
- *LCRB 2012 Schedule of Units*

The balance of the People's Bank & Trust accounts on 3-26--2012 was **\$162,087.19** with \$50,000 in the checking account and \$112,087.19 in the money market account.

With the latest withdrawals from the tax match fund for 2011 School Based Mental Health Specialists and Parent Partner Programs, 85.75% of the total **2011** contracted units have been utilized.

The Balance Sheet as of February 29, 2012 showed \$108,049.93 in the tax match fund. Assets and liability & equity were in balance at \$269,514.00.

A total of \$57,007.86 (73.88% of monthly budget) was received in February 2012 and a total of \$94,832.95 (113.08% of monthly budget) was paid out in expenditures, resulting in net ordinary income of -\$37,825.09 for the month.

As of February 29, 2012 a total of \$151,144.63 (or 97.93% of the monthly budget to date) was received in revenue and a total of \$147,716.67 (or 88.07% of the monthly budget to date) was been paid out for expenses. The net income to date was \$3,427.96.

The February 2012 sales tax revenue (deposited on 3-7-2012) was **\$85,212.47** (\$26,495.13 or 45.12% more than February 2011). A total of \$236,163.90 was received in sales tax revenue in the first quarter of 2012 (\$21,641.82 or 10.09% more than the first quarter of 2011).

In March 2012, \$82,397.36 was paid to our providers. The usage rate of our contracted services through February 29, 2012 was 19.02%.

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

Correspondence & Announcements:

- Mercy Hospital Tri-county Roundtable Summary
- Newspaper article about D.A.R.T. from the Lincoln County Journal, March 19, 2012.
- S.A.F.E. Annual Trivia Night, Saturday, April 21, 2012 at Silex School
- Child Abuse Month, April 2012, Activities and Sponsorships
- Resources for Autism Walk, Saturday, April 28, 2012, at Clonts Field in Troy

Lincoln County Wellness Center Report:

Beth Sailors, *PFH*, reported that all is going well at the Lincoln County Wellness Center and that a new phone system will be installed, that will provide phones in all offices. The Wellness Center has agreed to take referral calls for the Pike and Lincoln County System of Care.

D.A.R.T. Report:

Beth Sailors, *PFH*, gave a brief report about the recent activities of the D.A.R.T. organization:

- The newspaper article in the LCJ outlined the efforts and structure of the D.A.R.T.
- Informational parent meetings were held in Winfield recently
- Representative of D.A.R.T. met with Silex staff
- The Facebook page for D.A.R.T. is operational
- Troy Buchanan High School will host a town hall meeting on April 23, 2012. A panel of experts will present a program consisting of drug education and where to get assistance concerning substance abuse issues.
- On April 28, 2012, the Troy Medicine Shoppe will host the national take-back prescription drugs event.

Children's Trust Fund Report:

No report.

Old Business:

1. Regional Heroin Reduction Project. The group continues to meet to determine the scope and cost of the project. The three-year comprehensive plan created by *PFH*, *BBH* and *NCADA* includes services ranging from early prevention and public awareness for the general public to individual intensive treatment services for 160 clients (ages 18-30 targeted population) per year. The cost of the entire plan would be \$1.5 million dollars per year for three years. Due to the constraints of being a tax-based board, any funding from the *LCRB* would have to be in the form of additional prevention services and/or public awareness activities.
2. Trustees were advised that copies of the November 23, 2012 approved *LCRB* by-laws were included in their handouts.

New Business:

1. Melba Houston discussed the *LCRB* Standing Committee job descriptions with the Trustees, asking that the Trustees consider serving on at least one committee and/or serving on a different committee. Trustees may discuss their desire to serve on a particular committee with the Chairman prior to the next Board meeting.
2. Mrs. Hoskins suggested that the now-funded providers and other potential providers be invited to present brief overviews of their particular programs to the Trustees during the June and/or July summer Board meetings. The Trustees agreed that these reviews would be beneficial. Mrs. Hoskins will schedule these presentations during the June and July Board meetings.

Executive Director's Report:

- A. Mrs. Hoskins briefly reviewed her written Executive Director's March 2012 report, noting that she will complete the spring audits by the end of March.
- B. Mrs. Hoskins announced that the Finance Committee had approved hiring Dr. Cynthia Berry, Organizational Development Consultant, to assist with the 2012 Needs Assessment. Mrs. Hoskins met with Dr. Berry to determine the scope and type of services that she will provide. The hourly cost will be \$75 with an expected 20-22 hours of time. Dr. Berry will take a look at 4-5 key indicators to determine the trends and to demonstrate how the provided children's

mental health services have impacted Lincoln County. In addition, Dr. Berry will create table and graphs to show these trends and to enhance the quality and readability of the documents.

- C. Mrs. Hoskins and Kathy Boessen, Chairman of the Selection & Review Committee, will meet on Friday, March 30, 2012 with Dave Ewing, Comptroller for the St. Louis County Children's Fund, to discuss the creation of a financial review model for the 2013 funding applications. This financial review model not only assists the providers in establishing unit costs, but also uses 13 indicators to analyze the financial strength of the organizations seeking funding.
- D. The next All Agency meeting will be held on Wednesday, May 23, 2012 immediately following the regular LCRB monthly meeting. All funded providers were invited to attend.

Committee Reports:

- A. Finance Committee: David Thompson, LCRB Treasurer, stated that the Finance Committee has not been able to give a reason for the significant increases and decreases in the sales tax revenues. He also noted the high cost of fuel may impact the overall health of the County's economy.
- B. Personnel Committee: No further report.
- C. Selection & Review Committee: No further report.

Comments for the Good: Trustees were encouraged to attend F.A.C.T.'s "Hopes and Dreams Gala" on Friday, April 20, 2012 at Old Hickory Golf Club.

Adjournment: The meeting was adjourned at 8:45 a.m. by Melba Houston, Chairman.

Next Meeting: The next *Lincoln County Resource Board* meeting is scheduled for 8:00 a.m. on Wednesday, April 25, 2012 at the Lincoln County Health Department (Community Room on south side of building), #5 Health Department Drive, Troy, Missouri, 63379.

Minutes respectfully submitted by:

Becky Hoskins, LCRB Executive Director