



**Meeting Call to Order:** The meeting was called to order at 8:35 a.m. by LCRB Chair Kathy Boessen at the University of Missouri – Extension Center in Troy.

**Roll Call and Introduction of Guests:**

Present: Margie Beckmann (via Zoom), Nancy Behlmann (via Zoom), Kathy Boessen, Glenda Fitzgerald, Kristen Gentry (via Zoom), Christine Heintzelman (via Zoom), Dr. Elaine Henderson, Melba Houston, Katrina Grasshoff (via Zoom), Jim Price (via Zoom), Cheri Winchester and Hally Wells

Absent: Scott Hufty and Dr. Brandi Street

Guests: **Attending via Zoom,** Jane Gavril (Compass), Cathi Bornhop (F.A.C.T.), Rachel Svejkosky (F.A.C.T.), Felicia Linear (ThriVe – Best Choice), Madronica Malone (ThriVe – Best Choice), Heidi Hubbard (YIN), Cara Merritt (YIN), Kimberly Hewlitt (SJA), Ron Tompkins (NFN), Julie Seymore (TCC) and Rebecca Martin (citizen). **Attending in person,** Tyler Czarnowsky (Youth Behavioral Health Liaison – CHN) and Marilyn Carter (PreventEd/D.A.R.T.)

**Approval of Minutes:** *A motion was made to approve the October 27, 2021, meeting minutes. (M.S.P.: Fitzgerald, Heitzelman)*

**Monthly Financial Report:**

Ms. Winchester reviewed several financial documents with the committee that included:

- Balance Sheet as of October 31, 2021
- Profit & Loss Budget Vs. Actual October 31, 2021
- Sales Tax History from 2020 to Present
- LCRB 2021 Funding Summary
- LCRB 2021 Schedule of Units

The balance of the Peoples Bank & Trust account on 11-23-21 was \$294,514.94 in the Main Account and \$692,587.16 in the Money Market Account for a total balance of \$987,102.10. These balances represent a transfer of funds in the amount of \$150,000 from the Main Account to the Money Market Account, which was approved by Finance during the November 17, 2021, meeting.

The Balance Sheet as of October 31, 2021, shows \$15,090.95 in the prepaid tax match fund and \$120,000 in the LCRB Reserve Fund. Assets and equity are in balance at \$985,974.59.

A total of \$130,153.99 was received in October 2021 (119% of the monthly budget), and a total of \$134,668.41 (106.6% of the monthly budget) was paid out in expenditures, resulting in a net loss of \$4,514.42.

The October 2021 sales tax revenue (deposited on November 5, 2021) was \$153,328.56 (\$32,108.00 or 26.49% more than October 2020).

In November 2021, \$141,528.67 was paid to our providers for October 2021 services. The outstanding 2021 contract commitment is \$939,851.90 (for the contract term of Jan. 1, 2021 through June 30, 2022). The usage rate of our contracted services through October 31, 2021 is 52.86%.

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

**Correspondence & Announcements:**

- Ms. Winchester reminded attendees about the upcoming Bank of Old Monroe **Music Trivia Fundraiser**, scheduled for Saturday, January 22, 2022. The event will be held at the Troy Knights of Columbus Hall and will benefit Lincoln County Resource Board. LCRB is honored to have been selected as the recipient of funds raised at 2022's Music Trivia Night. More information can be found on the Facebook event page.

- Community Council will host a **Bridges out of Poverty** seminar on Thursday, December 2. This event is titled “Workplace Stability: Creating Conditions that Lead to Retention, Productivity, and Engagement in Entry-Level Workers.” It will be held at Spencer Library’s Community Commons in St. Peters from 8:30 a.m. to 3:00 p.m. More information can be found via the LCRB’s e-newsletter posted on the Lincoln County Resource Board website: <http://www.lincolncountykids.org/reports>.

#### Old Business:

- Ms. Winchester advised board members of updates made to the **LCRB 2022 Budget** draft. Since the preliminary budget was shared at October’s meeting, she’s received additional information regarding administrative costs (a 3% salary increase for Ms. Winchester and Mrs. Wells) and approved marketing expenditures associated with the development of a YouTube channel for increased parent/caregiver engagement. Those figures have now been incorporated into the budget draft, which will be presented to LCRB in its final form during the December meeting after all supplemental funding has been considered and presented to the LCRB.
- LCRB Selection & Review Committee will meet on Tuesday, November 30 at Kathy Boessen’s home to review all **applications for supplemental funding**. The Lincoln County Resource Board is considering supplemental funding requests to sustain critical programming for the final six months of the 2021-2022 18-month funding cycle. Supplemental funding is intended to ensure continuity of care through the funding cycle, as outlined in our contractual agreement, with the capacity to accept referrals for new consumers. Ms. Winchester stated that four applications have been received with requests for an additional \$225,951.20 in total. One more application is expected. Applications will be reviewed and considered during Tuesday’s meeting. The committee’s recommendations will be shared and voted on during LCRB December meeting.
- **Ms. Winchester** is finalizing LCRB’s 2022-2024 Strategic Plan based on the **LCRB’s strategic planning committee’s meetings and directions**. Once the strategic planning committee approves the updates, the final document will be sent to all LCRB members prior to the December meeting with the goal of voting on the plan at the December meeting.
- Ms. Winchester asked the group if they would like to move the **December meeting** up one week in order to avoid meeting on the final days before Christmas. The consensus was that the meeting should be moved up one week to Wednesday, December 15. Mrs. Boessen will host the December meeting at her home at the usual time. A Zoom option will be available for those wishing to attend virtually. LCRB members are invited to bring breakfast casseroles or other items to share.

#### New Business:

- Ms. Winchester announced that three board members have terms which will expire at the end of 2021. Those individuals are Kathy Boessen, Nancy Behlmann, and Dr. Elaine Henderson. Mrs. Behlmann has expressed her desire to retire from the board; Mrs. Boessen and Dr. Henderson would like to continue serving for an additional term. Mrs. Boessen expressed her appreciation to Mrs. Behlmann for her dedication to LCRB over the years. Mrs. Behlmann served as one of the LCRB’s founding members, participating on various committees and working to ensure Lincoln County “Puts Kids First” by funding critical mental health programs and services for Lincoln County kids.

*A motion was made to recommend Kathy Boessen and Dr. Elaine Henderson to the Lincoln County Commissioners for a three-year board term beginning January 2022. (M.S.P.: Heintzelman, Houston)*

- Ms. Winchester has been exploring options for a LCRB monthly meeting location for 2022 and ongoing. The LCRB once held monthly meetings at the Lincoln County Health Department; however, with the onset of COVID, the space is no longer available. The meeting room at the Troy Area Chamber of Commerce is already in use during LCRB’s scheduled meeting time. The University of Missouri Extension Center has been available, but there is a fee for using their facility. Mrs. Wells contacted Cuivre River Electric Cooperative to inquire about their community room. This space is free of charge, has both tables and chairs, and is available during the regular meeting time. There is no food or drink allowed. Ms. Winchester will conduct a site visit and report back to the LCRB in December.

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

Ms. Winchester stated that she will email the board her complete written report and highlighted a few items, including:

- Mrs. Wells announced there will be an optional **CaseWorthy training on Thursday, December 9** at the Troy Area Chamber of Commerce. This session will run from 12:30 until 2:30 p.m. It is for any brand new users, those who were unable to attend the first training session, and school personnel or providers who are struggling with making or processing referrals. Please RSVP by Monday, December 6 to ensure there are plenty of print materials available.
- **Fall site visits and audits** have been completed and all necessary billing adjustments have since been made.
- LCRB's **2020 tax return** has been filed.
- Ms. Winchester is finalizing the **Mid School-Year Assessment** with Dr. Cynthia Berry and plans to distribute the survey to our parochial and public school partners soon.

### **Committee Reports**

A. Finance Committee: None

B. Personnel Committee: Chair Kristin Gentry reported that the committee is working on 2022 contracts and appraisals.

C. Selection & Review Committee: Chair Christine Heintzleman looks forward to meeting with the committee on Tuesday, November 30 to review funding applications.

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

- Marilyn Carter, Chair of Lincoln County's Drug and Alcohol Reduction Team (D.A.R.T.), provided an update on D.A.R.T.'s efforts to address vaping and nicotine use among our youth population. Her initial efforts will include establishing school-based prevention groups, conducting outreach and education with local retailers, working with law enforcement to ensure compliance checks are completed, a billboard campaign and more. D.A.R.T meets on the fourth Thursday of each month at the Troy Police Department at 9:30 a.m.
- Dr. Elaine Henderson provided an update from the Lincoln County Housing Taskforce, a Bridges out of Poverty-inspired initiative, which included the revitalized system of care meetings, coordinated by Glenda Keeteman with Lincoln County Health Department, now held on the fourth Monday of each month at 2:00 p.m. The meetings will bring together various agencies and organizations, such as Mercy Hospital Lincoln, Compass Health Network, the Ambulance District, Coordinated Entry, and others to address the basic and underlying needs of our growing adult homeless population in Lincoln County.

**Adjournment:** *The meeting was adjourned at 9:25 a.m. by Chair Kathy Boessen (M.S.P.: Beckmann, Hufty)*

**Next Meeting:** The next Lincoln County Resource Board meeting is scheduled for **8:30 a.m. on Wednesday, December 15, 2021, at the residence of LCRB Chair Kathy Boessen and via Zoom.**

Minutes respectfully submitted by: Cheri Winchester, Executive Director