

Minutes
Children's Services Fund Board of Directors
CSFB Board Meeting
September 18, 2019

The Board of Directors of CSFB met on September 18, 2019 at 8:30 a.m. at 7001 North Locust, Suite A-100, Gladstone, Missouri, 64118. Present members included: Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Thomas Peca, Secretary; Bruce Culley, Treasurer; Edward O'Herin; John McGovern; Clinton Newton; Pastor Robert Franseen.

Members Absent: Allen Dillingham

Also Present were:

Kathy Macken – Executive Director, Clay County Children's Services Fund
Sarah Forgey – Greater Kansas City Community Foundation staff
Afton Baxter – Greater Kansas City Community Foundation staff
Justin Horton – Cornerstones of Care
Heather Heaster – Crittenton Children's Center
Jennifer Kapp – Kearney School District
Meeghan Masters – Kearney School District
Jessica Meisenheimer – Liberty Public Schools
Jill Brown – Missouri City School District
Teresa McKown – Missouri City School District
Gwen O'Brien – Synergy Services
Janice Storey – Tri-County Mental Health Services
Lori Wheelhouse – Tri-County Mental Health Services

Call to Order

Deb Hermann called the meeting to order at 8:30 a.m.

Roll Call

Thomas Peca called roll. Allen Dillingham was excused from the meeting. All other members were present.

Approve/Amend Agenda Items

John McGovern moved to approve the agenda for September 18th, Pastor Robert Franseen seconded the motion. The Board voted in favor 8-0.

Visitor Introductions

Individuals introduced themselves as visitors at the meeting.

Approval of Minutes

Kenneth Honeck moved to approve the minutes from the August 21, 2019 meeting. Clinton Newton seconded the motion and the Board voted in favor 8-0.

Financial Report

Bruce Culley presented the financial report to the Board. Total sales tax income in August 2019 was \$611,357.15 resulting in a total fund balance of \$10,227,138.99 as of August 31, 2019. Mr. Culley shared that August comprised expenses totaling \$29,048.35, making the total net income for July 2019 \$587,014.61. Kenneth Honeck made a motion to approve the financial report. Ed O'Herin seconded the motion and the board voted in favor 8-0.

Mr. Culley also shared that the finance committee reviewed the 2018 Audit. The report gave an unqualified opinion of the Fund and highlighted achievements, how funds were expended in 2018 and that administrative costs were as low as 0.6% of overall expenditures. Thomas Peca made a motion to approve the 2018 Audit for filing and Pastor Robert Franseen seconded the motion. The Board voted in favor 8-0.

Executive Director's Report

Ms. Macken shared about events and meetings she attended in August, including the bimonthly meeting with the other Missouri children's services funds, where topics of contractual compliance and benefits of using third party services were discussed. Ms. Macken discussed that if third party services were used for some administrative duties, she would have more time to be working in the community. The board discussed Ms. Macken potentially looking for additional staff members in the future who would become familiar with agencies and programs within Clay County. The board suggested that Ms. Macken research the costs of one or two staff members and come back to the board with an update, expressing the importance of keeping overhead small and program funding the top priority.

Board members accompanied Ms. Macken to a few meetings in August. Deb Hermann joined Ms. Macken in meeting with Tri-County Mental Health Services to discuss counselor credentialing, determining residency of clients and crisis response routines. With Kenneth Honeck and Deb Hermann, Ms. Macken attended a meeting of the school districts currently receiving Clay County Children's Services Fund grants. The meeting covered topics related to programs funded by the Children's Services Fund including the expansion of telehealth usage in schools and ways that the school districts could communicate efficiently and share some resources. The school districts discussed continuing to meet on a regular basis.

Ms. Macken notified the board that all but two signed contracts had been received for the 2019 grants. Contracts will be available in the online portal once all have been received.

Action Items

Deb Hermann invited Meeghan Masters and Jennifer Kapp from the Kearney School District to present a request to modify the original grant agreement that was signed in 2019. Ms. Masters and Ms. Kapp shared proposed adjustments to the originally projected outcomes. Ed O'Herin made a motion to allow Kearney School District to adjust the outcome projections of the 2019 grant and Thomas Peca seconded the motion. The board voted in favor 8-0.

Next, the board discussed the implementation of a background check policy for all future grantees. The policy will follow the standards of a federal government background check, including fingerprinting. All agencies receiving funding in future funding cycles must be currently running background checks on hired staff. John McGovern made a motion to apply the policy for all future grantees and the motion

was seconded by Kenneth Honeck. The board voted in favor 8-0. Kenneth Honeck excused himself from the meeting following this discussion.

Ms. Macken proposed a new funding cycle to the board. For future School District Competitions, the competition will launch in February, contracts will be awarded in April and services will begin in July, continuing through June of the following year. For Community Based Organization Competitions, the competition will launch in June, applications will be reviewed throughout July and make decisions in August. Contracts will be awarded in September, running through August of the next year. Ms. Macken will provide the board additional information on how much funding will be needed to extend all currently funded districts into the new funding cycle. Clint Newton made a motion to accept the new funding cycles and Pastor Robert Franseen seconded the motion. The Board voted in favor 7-0.

Missouri City School District Presentation

Jill Brown and Teresa McKown presented to the board how the Missouri City School District has used the 2018 awarded funds to date.. They shared outcomes and successes of the art therapy program and monthly after school events. Following the presentation, Ms. Brown and Ms. McKown answered questions from the board. Ms. Hermann thanked Ms. Brown and Ms. McKown for the report.

Discussion Items

Deb Hermann opened the discussion of the Clay County Children's Services Fund implementing a way to track and show overall outcomes throughout the past and future years of funding. The board agreed to continue to discuss ways in which these outcomes could be shown.

Next Meeting

The next Board of Directors meeting is to be held on October 16, 2019 at 7001 N Locust, Gladstone, Missouri 64118 at 8:30 a.m.

Adjournment

The meeting was adjourned at 10:15 a.m. with a motion by Thomas Peca, seconded by Ed O'Herin and unanimously approved by the board 7-0.