

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

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

Excused: Kenneth Honeck, Vice Chair

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
Heather Heaster – Crittenton Children's Center
Holly Wilmes – Easterseals Midwest
Jessica Meisenheimer – Liberty Public Schools
Deb Bowman – The Family Conservancy
Janice Storey – Tri-County Mental Health Services
Lori Wheelhouse – Tri-County Mental Health Services
Shannon Hallauer – Tri-County Mental Health Services
Tom Petrizzo – Tri-County Mental Health Services
Dennis Meier – Synergy Services
Gwen O'Brian – Synergy Services

Call to Order

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

Roll Call

Thomas Peca called roll. Kenneth Honeck was excused from the meeting. All other members were present.

Approve/Amend Agenda Items

The Board reviewed the agenda for December 18th and amended to include the consideration of a proposal from The Family Conservancy in Other Business. John McGovern moved to approve the amended agenda for December 18th, Allen Dillingham seconded the motion. The Board voted in favor 8-0.

Visitor Introductions

Individuals introduced themselves as visitors at the meeting.

Approval of Minutes

Allen Dillingham moved to approve the minutes from the November 20, 2019 meeting. Bruce Culley seconded the motion and the Board voted in favor 8-0.

Financial Report

Bruce Culley presented the financial report to the Board. In November 2019, the total sales tax income was \$598,141.53 and interest income \$5,457.17, resulting in a total fund balance of \$12,023,480.43. Expenses totaled \$175,728.45, making the total net income for November 2019 \$427,870.25. Mr. Culley discussed the 2019 Budget versus Actuals and explained that budget amendments take effect starting in January 2020 and will be reflected in the 2019 audit. Clinton Newton made a motion to approve the financial report. Ed O'Herin seconded the motion and the Board voted in favor 8-0.

Executive Director's Report

Ms. Macken shared about events and meetings she attended in November, including the Missouri Children's Funds meeting, where the group discussed Surety Bonds and security for the treasurer or other members of the Board. The attorney for the Clay County Children's Services Fund told Kathy the Board does not have a Surety Bond, but all members of the board are covered under Crime and Employee Fidelity Liability Coverage.

The Missouri Children's Funds meeting also discussed the Families First Prevention Services Act, which shifts public funds from residential treatment programs to in-home and prevention services. Community vendors have suggested offering treatment in foster home settings that would offer the appropriate level of care.

Ms. Macken learned about the Regional Data Alliance and Exchange, a closed group that includes data on child wellness, real estate and economic development in the state. The Children's Fund in Boone County is working on developing an analysis to show fund history on their public website. The Clay County Children's Services Fund will track their efforts to potentially do something similar.

Ms. Macken also attended The Northland Coalition's meeting. The Liberty Alliance was awarded a grant for Drug Free Communities and Officer Bill Keeney spoke on the subject of vaping in schools. Kathy will present at the Northland Coalition's February 2020 meeting.

Ms. Macken reported that she is working with Accounting Solutions on the 2020 budget. Bank Liberty is now Central Bank of the Midwest and all accounts remain with the bank after the transition.

Cooper Technology evaluated Kathy's laptop and the WiFi connection in the office and provided her with a solution to maintain a WiFi connection.

Regarding grants, Ms. Macken and Deb Hermann met with the school districts to talk about funding, future developments and needs. Currently, programs are limited to within some school buildings, but do not extend to all buildings in each district. If programs grew to include students in more buildings, funding needs would also increase.

Lastly, Ms. Macken shared that she met with The Family Conservancy about the early education mental health project. The services are offered on-site at a few public preschools and in all North Kansas City School District preschool programs. The Family Conservancy drafted a proposal to conduct an assessment to determine the need, timeline and costs of expanding the same project into other school districts.

Action Items

The Board next considered the slate of officers recommended by the Nominating Committee following their November 2019 meeting. Clinton Newton will be the new secretary, replacing Tom Peca. All other officers will remain the same as in 2019. Tom Peca made a motion to approve the Nominating Committee's slate of officer recommendations for one-year terms as set forth in the table below. Allen Dillingham seconded the motion and the Board voted in favor 8-0.

Officers	
Deb Hermann	Chair
Kenneth Honeck	Vice Chair
Clinton Newton	Secretary
Bruce Culley	Treasurer

The Board reviewed the meeting schedule for 2020. Meetings will continue to occur on the third Wednesday of each month for 2020. Pastor Robert Franseen made a motion to approve the 2020 schedule. Ed O'Herin seconded the motion and the Board voted in favor 8-0.

John McGovern presented the proposed Employee Retirement Plan that was discussed by the Personnel Committee during their November 2019 meeting. The committee recommended adopting the Level L7 Missouri Lagers retirement plan for the Clay County Children's Services Fund staff who work over 1,500 hours per year. John McGovern made a motion to accept the recommendation of the plan. Ed O'Herin second the motion and the Board voted in favor 8-0.

Discussion opened about the proposed retirement plan. Information was provided to the Board comparing what other agencies in Clay County provide their employees. A resolution to enter into the Missouri Lagers program at 13.5% of total payroll will be signed by Deb Hermann and the Clay County Children's Services Fund's secretary.

Next, John McGovern presented the proposed Personnel Policy that was also discussed by the Personnel Committee during their November 2019 meeting. The committee opted to use NNI's policy as a blueprint in drafting the Clay County Children's Services Fund policy. The Clay County Children's Services Fund's attorney will also review the proposed policy before it is voted on by the board at their January meeting.

The Board next reviewed additional proposals received for program auditing services. Bruce Culley presented the proposal from Accounting Solutions. The Board is waiting on one more proposal to be submitted before making a decision on a program audit provider. Discussion will be held at the January meeting about all proposals being considered.

Bruce Culley presented a draft of the proposed 2020 budget on behalf of the Finance Committee. A higher rent was budgeted in case the Clay County Children's Services Fund needs to move or hire more staff. The 2020 budget projects a revenue of \$9,890,374 and expenses of \$10,318,466. Some operational expenses included set up fees in 2019 and are projected to decrease in 2020 now that the Clay County Children's Services Fund is fully operational. The Board suggested that program expenses be revised to more specifically itemize the expenses of programs and services. Kathy will work on adding

more specified line items and will ask the county for recommendations or preferences. Ed O'Herin made a motion to approve the budget. John McGovern seconded the motion and the Board voted in favor 8-0. Next, the Board discussed setting aside emergency funds to be available to agencies in response to catastrophic, natural or human-induced events to support the mental health needs of children. The board decided not to create a formal application process but instead to allow the Executive Director and the Board to review options to aid in the event of an emergency.

Other Business

The Board reviewed the proposal discussed during the Executive Director's Report from The Family Conservancy for \$9,531.51 to complete an individualized readiness assessment in five public school districts in Clay County by May 2020. Funding was requested to assess the best practices to provide needed services to schools. Although not a direct service, the request does fit under the statute as consulting and/or administrative services provided to children. The Family Conservancy will be encouraged to provide a shorter timeline. John McGovern approved the proposal. Bruce Culley seconded the motion and the Board voted in favor 8-0.

Next Meeting

The next Board of Directors meeting is to be held on January 15, 2020 at 7001 N. Locust, Ste.A-100, Gladstone, Missouri 64118 at 8:30 a.m.

Adjournment

The meeting was adjourned at 10:22 a.m.