

LAFAYETTE COUNTY CHILDREN'S SERVICES FUND BOARD OF DIRECTORS MEETING

MINUTES: Monday June 12th, 2017 at Lafayette County Health Department, Lower Level, Lexington, MO.

Commissioners:

Craig Williams
Harold Hoeflander
Tracy Dyer

Board of Directors:

Board Chair
Arron B. Haynes
Higginsville

ProTem Chair
Fran Atkins
Higginsville

Treasurer
Terry Thompson
Lexington

Secretary
Tammy Zumalt
Waverly

Opal Johnson
Mayview

Mary Borgman
Wellington

Jill Sutherland
Higginsville

Aaron Dye
Lexington

Chip Langman
Lexington

Coordinator:
Tiffany Dehn

Arron Haynes called the meeting to order at 7 p.m. The board members made introductions due to two newly appointed board members in attendance.

The following board members were present for tonight's meeting: Fran Atkins, Mary Borgman, Aaron Dye, Jill Sutherland, Opal Johnson, Arron Haynes, Terry Thompson, and Chip Langman. Tammy Zumalt was absent.

Guests: Aaron Knipmeyer and Casey Melancon

Coordinator- Tiffany Dehn

Commissioner liaison- Craig Williams

Approval of Agenda: Fran moved to approve the agenda except for moving the County Commissioners Report to the first item under the reports section. Jill seconded with an amendment to the motion to remove Dr. Singh and Russell Kruse from the website. All were in favor, motion passed.

Minutes: Fran moved to accept the May minutes with a change under the upcoming meeting dates section, to remove that there is no board meeting in July. Jill seconded. All were in favor, motion passed.

County Commissioners Report: Craig Williams introduced two newly appointed board members, Aaron and Chip. Aaron Dye and Chip Langman, both from Lexington, were present for their first meeting as LCCSF board members. In addition to the appointment of board members Craig has been attending committee meetings with school district representatives and LCCSF Coordinator and 2 board members (Terry and Arron). Craig recommended to the board that they look over the paper in their board members packets that would identify what it would cost for providers to transition the students they have been meeting with through Brighter Futures program. Aaron Knipmeyer worked together with Craig to give him some figures of what cost it will take to transition these students. Chip questioned being able to continue funding current providers to allow for a smoother transition. The board discussed that the transition will be a change for students however, the goal is not to hurt the children rather see that they will continue to receive services. Craig urged the board to consider funding the costs of this purpose. Fran moved to accept the commissioners report and Jill seconded. All were in favor, motion passed.

Coordinators Report: Tiffany shared of the many agencies she spent time talking to over the course of the month in regard to identifying eligible agencies to apply for funding through the targeted rfp the board approved at last month's board meeting. Tiffany reported that the CSF directors shared many other counties were considering placing the CSF tax question on their ballots. The recent publication by Putting Kids First identifies the taxes designated for children's services has helped to spread the word of the benefits this fund is having on our children. The Coordinators report can be found on the LCCSF website. Opal moved to accept the Coordinators report and Fran seconded. All were in

favor, motion passed.

Treasurer's Report: Bill Molini was present to share the financials with the board. Bill identified that the accounting is done on a cash basis and is in alignment with the auditing requirements of the county. A cash basis of accounting strictly shows what money comes in and what money is going out, it does not account for outstanding checks and contractual agreements. Bill also questioned the board regarding the amount of time an agency can submit an invoice for payment. Opal mentioned that the recently approved funding policy identifies that all services must be submitted by 90 days. \$132,303.33 is current income received from January through May of 2017. Total program expenses from January through May of 2017 are at \$83,916.06. Opal moved to accept the Treasurer's report and Mary seconded. All were in favor, motion passed.

Bills to be paid (checks written)- \$150 Gary Worth, \$1,700 Randall Fiene (audit), \$2,467.44 ESMW, \$8,193.64 Lexington R-V School (Brighter Futures program), \$1,161.25 Lexington Tax and Accounting. Jill moved to approve the bills to be paid and checks to be signed and Fran seconded. All were in favor, motion passed.

2017 Budget- Bill also presented the 2017 budget to the board. The Coordinator and Accountant collaborated to create an accurate budget for the 2017 calendar year. The budget was created on the calendar year to be in alignment with the county audit expectations. It was broken down into Jan-June and July-Dec for budgeted revenue, projected income, operating expenses, and budgeted disbursements. The current budget identifies the contractual agreements that have been signed and obligated to be paid. The forecasted income is \$311,000.00. Forecasted expenditures are \$411,972.44, which projects a deficiency of \$100,972.44. Bill shared that although the fund is projected to spend deficiently, fund balances and reserves allow for the expenditure and will not jeopardize the financial reserve. The projected fund balance after all considerations is expected to be \$258,520.77.

Terry moved to accept the budget as it is written, Fran seconded. All were in favor, motion passed.

Terry recommended to the board that they should revisit the budget quarterly or every other month. He also mentioned that there were grants (through HCF) available for the funding of operating expenses. Fran moved to revisit the budget every other month and Terry seconded. All were in favor, motion passed.

Each board member received an official LCCSF audit prepared by Randall Fiene. The board took a few minutes to review the audit. Terry moved to accept the county audit and Fran seconded. All were in favor, motion passed.

Funding Requests: Crittenton Children's Center and Pathways/Compass Health both submitted a letter of intent to apply for funding in response to the targeted rfp for school based mental health services. The Coordinator shared an abbreviated report to what each LOI included. Crittenton identified more of a preventative/interventive approach to curbing the mental health issues in our schools in addition to providing direct services while Pathways proposes to supplement funding from other resources to increase the number of providers that are currently in Lafayette county school districts thus providing more units of service to more students. The Coordinator made the board aware that they will receive the full proposals once they are submitted electronically. They should be prepared to fill scoring sheets out promptly and submit to the Coordinator so that she may address any questions and concerns before the next meeting. Mary questioned if the funding requests were in addition to the funding Brighter Futures already had and if it would be in collaboration with the program. Craig mentioned that the Brighter Futures program is not funded through the Children's Services Fund and Aaron Knipmeyer shared that the program would continue to exist, and their board would continue to meet. Funding has been secured for teacher trainings through the Reach Foundation and school staff would be going to a Trauma training in June. In response to the highlighted part of Crittenton's LOI that proposes phases in the funding, some of the board members asked if the 2 day meetings would be a duplication of services. The Coordinator read verbatim the section in the LOI that tells the details of the 2 days which are: Day one- All-Districts Team Foundational Orientation & Training and Day two- School-Specific Plan Development. These meetings are not intended to provide mandated training to the school districts rather a method to lay a

foundation for school driven focused services. Craig explained to the board that any funded agency would have to meet with the school districts to go into the schools. The Coordinator expressed to the board that they can request stipulations be added to any agencies contract to ensure collaboration with the school districts and other local area agencies. Each agency that has submitted a LOI will be invited to the next board meeting to go over their full proposals and directly answer any questions.

Unfinished Business: The board has tentatively scheduled a special meeting for July 17th at 7 pm with the intention of making a funding decision. If the full proposals are received prior to July 12th the Coordinator will contact each board member to schedule a meeting sooner than the 17th. There will only be 2 items on the agenda for discussion. Fran gave an update on the NASB bank accounts. \$4 was left in the savings account and all the other funds were electronically transferred to Equity Bank. Fran was going to check the account balances soon to ensure fees have not been assessed. The board will be updated with the completed closing of the NASB accounts.

New Business: The Coordinator distributed in the board members packet a conflict of interest form that is to be updated. Each board member is to fill them out and submit to the Coordinator promptly.

Craig suggested in regard to the meeting minutes that the Coordinator take minutes for each meeting since she is a paid employee and is part of her job description. Discussion was had about this suggestion and a recommendation made to consult with the Secretary. However, after further discussion the board came to a common thought that the Coordinator should take the meeting minutes and submit to the Secretary to sign off/review them. Aaron Dye moved to have the Coordinator prepare the meeting minutes and submit to the Secretary, Terry seconded. All were in favor, motion passed.

Public Comments: No public comments

Adjourn: Jill moved to adjourn the meeting, Fran seconded. All were in favor and the meeting ended at 8:30.

Respectfully Submitted,
Tiffany Dehn
Coordinator

Reviewed by,
Tammy Zumalt
Secretary

Mark your calendar for the upcoming LCCSB meetings:

Reminder:

Monday July 17th (Special meeting)

Monday October 9, 2017

Monday August 14, 2017

Monday November 13, 2017

Monday September 11, 2017

Monday December 11, 2017