

Jackson County Community Children's Service Fund Board Meeting

May 11, 2017

2:30 – 4:30 p.m.

Mid America Regional Council: Westview Room

Present: Rhonda Holman, Brain Kaberline Ann Mesle, Dred Scott, Jovanna Rohs, Luis Cordoba, Rachele Styles, Robert Bartman, Marietta Parker (by phone).

Quorum established.

Also present: Jaime Masters, Jay Hayden, Marc de Rome, Michelle Chrisman, and Chris Howard all from Jackson County Administration.

Unless otherwise indicated, all votes set forth in these minutes are by the members of the Board of Directors of the JACO Community Children's Service Fund.

Rhonda Holman welcomed the group.

**Call to Order and Discussion/Approval of Agenda:**

Rhonda Holman opened discussion of the agenda and indicated that directors may prefer to defer action on some items originally identified as action items and to act on items that were not so designated. She then invited board members to make desired changes to the agenda before proceeding. None were requested.

**Governance:** JACO Legal Counsel Jay Hayden reviewed the ordinance that established the Jackson County Community Children's Services Fund (JACO CCSF or CCSF) and discussed the board's statutory responsibilities, prerogatives and restrictions. He reminded directors that the board can retain its own legal counsel. Discussion of the Missouri Sunshine Law and its implications for board members and board operations followed. Mr. Hayden promised to distribute information about the Sunshine Law to board members after the meeting. Jaime Masters, JACO Chief of Health Services, said that she would coordinate the distribution of Mr. Hayden's information.

**Initial Terms of Directors:** In response to directors' questions about specific service terms, Ms. Masters reported that unless the CCSF by-laws change anniversary dates, board terms will expire on March 31. Inaugural directors have been appointed to serve one-, two-, and three-year terms as follows:

3/31/2018: Robert Bartman, Brian Kaberline and Rachelle Styles

3/31/2019: Luis Cordoba, Rhonda Holman, and Ann Mesle

3/31/2020: Marietta Parker, Jovanna Rohs and Dred Scott

**CCSF Operations:** JACO Treasurer Marc de Rome and Michelle Chrisman represented the County's Finance and HR Departments, respectively. They provided information about County operations in their functional areas. They discussed compliance with County policies when conducting official business and offered to assist the CCSF board with tasks that it must undertake to begin autonomous operations, like the JACO Community Mental Health Fund and the Developmental Disability Services organization, EITAS. Among the tasks discussed were establishing a bank account, providing the surety bond required by the enabling ordinance, and procuring temporary staffing.

Mr. de Rome reported that CCSF tax collections began in April. Those collections will be received by the County on or about the 7<sup>th</sup> of the following month. The initial amount collected was roughly \$128,000. Mr. de Rome and Ms. Masters agreed to share the County's RFP template with the board to help with selecting a bank of account. Ms. Chrisman informed the board that the County has a contract with a temporary employment firm that the CCSF might be able to use to meet its short-term and initially modest needs for administrative support. Rhonda Holman and Marietta Parker agreed to explore the opportunity.

**Election of Officers:** Director Ann Mesle launched discussion by sharing her concern about electing officers before directors have a clear, shared sense of their duties and know one another well enough to match skills with the demands of officer roles. After talking about the

board tasks that lie ahead the most urgent next steps, the directors decided that the officer positions listed in the ordinance and were needed to move organizational work forward (i.e., oversight of board functions, establishing bank account). Directors generally volunteered to assume the Chair and Treasurer positions on a temporary basis, with board officer elections to occur again two months following the approval of CCSF by-laws. By voice vote, the following candidates were unanimously elected:

<b>Chair</b>	<b>Rhonda Holman</b>
<b>Vice-Chairman</b>	<b>Marietta Parker</b>
<b>Treasurer</b>	<b>Rachelle Styles</b>

**Task Agenda:** Directors volunteered to work on the following task groups. (Names of group leaders are in boldface type.) Each group leader was asked to convene a meeting before the next board meeting, to determine a plan and timetable for task completion and to make as much as progress toward their goal as they can.

<b>By-laws:</b>	<b>Ann Mesle</b> , Marietta Parker, Luis Cordoba, Jovanna Rohs
<b>Banking Services:</b>	<b>Dred Scott</b> , Robert Bartman, Rhonda Holman
<b>Surety Bond:</b>	<b>Rachelle Styles</b>
<b>Administrative Support:</b>	<b>Rhonda Holman</b> and Marietta Parker

**Additional Tasks:** Directors discussed a list of additional activities to be accomplished during the next four months. There was general acknowledgement that the group has a lot of work to do before it is ready to take informed, responsible action in pursuit of the CCSF mission. The group discussed the likelihood that extended meetings and/or retreats will be needed.

**Future Meetings:** Because CCSF meetings are open to the public, Mr. Hayden advised the board to be sensitive to access by the public when it selects meeting sites. After surveying directors and Director Rohs' effort to secure appropriate meeting rooms, beginning July 6 CCSF board meetings are scheduled on the first Thursday of each month, from 2:30 to 4:30 p.m., at

the Mid-America Regional Council office, 600 Broadway, KCMO. The location offers the ease of access, parking, neutrality and technology that CCSF meetings will require.

The board chair adjourned the meeting at 4:35 p.m.