



CHILDREN'S SERVICES FUND  
OF JACKSON COUNTY

**Board of Directors Meeting Minutes**

Thursday, September 19, 2019 - 2:30 p.m.  
Penntower Office Center  
3100 Broadway Boulevard, Kansas City, Missouri

**Board Members Present:**

Jovanna Rohs, Ph. D (Chair)  
Ann Mesle (Vice Chair)  
Brian Kaberline (Secretary)  
Rachelle Styles (Treasurer, by Phone)  
Robert Bartman, Ed.D  
Anthony Mondaine  
Marietta Parker

**Board Members Absent:**

Rhonda Holman

**Staff Present:**

Rob Whitten, (Executive Director)  
Seth Baker  
Katherine Rivard  
Sue Richter (Recording)  
Moji Shogbamimu

**Guests, Affiliations:**

Nancy Atwater, Preferred Family Healthcare  
Brandi Bair, Hope House  
Amy Couture, Rose Brooks  
Sarah Forgey, Greater Kansas City Community Foundation  
Barb Friedman, Children's Services Coalition  
Chad Harris, Cornerstones of Care  
Claire Terrebonne, Jackson County CASA  
Casey Thomas, The Family Conservancy

**I. Call to Order**

**Jovanna Rohs**

The Children's Services Fund of Jackson County (CSF) meeting was called to order at 2:30 p.m.

**II. Roll Call and Guest Introductions**

**Sue Richter/Guests**

Roll call of the Board Members was taken, and each guest was invited to introduce themselves.

**III. Review and Approval of August 15, 2019 Meeting Minutes**

**Action Required**

Board Members were asked for any comments regarding their review of the minutes that had been circulated in the Board packet prior to the meeting. It was noted a correction

should be made to reflect the times for the return to open session (4:50 p.m.) and adjournment (4:51 p.m.).

**A motion to approve the minutes with the requested correction as noted above was made.**

**First: Robert Bartman**

**Second: Marietta Parker**

**Motion: Approved**

#### **IV. Review of Proposed Agenda**

**Jovanna Rohs**

The Board reviewed and had no comments to the proposed agenda.

#### **V. Board Education**

**Seth Baker/Katherine Rivard**

A presentation on the role of a Program Officer for the CSF was made. The overall role of the program officers was shared, with responsibilities outlined as follows:

- Compliance/Outcomes
- Due Diligence
- Leadership
- Partner Support
- Reporting
- Special Projects

Longer term objectives as CSF moves forward include:

- Continued work towards strengthening MOU's in order to protect CSF moving forward.
- Better defined outcome measures that will help tell the story of CSF effectiveness.
- Obtain feedback from agencies so that CSF may be a convener in order to provide networking opportunities for partners.
- Development and implementation of financial procedures for outcome verification.
- Define best practices for monitoring programs (i.e. site visits, enhanced financial oversight, etc.)
- Development of reporting tools.

#### **VI. Old Business**

##### **A. Financial Report**

##### **1. August Financials**

**Moji Shogbamimu**

The Financial Activity document for August 2019, which was circulated in the board packet prior to the meeting, was reviewed.

Revenue – line items of note were reported as follows:

- Sales tax revenue for August (MTD) was reported at \$1.4M and for the year (YTD) at \$9M.
- Interest income was reported at MTD \$105k and YTD at \$237k. This figure reflects the change from cash to an accrual basis method of accounting.
- MTD Revenue was reported at \$1.5M and YTD of \$9.3M

Expense - line items of significance were noted as follows:

- Payment to partners MTD was reported at \$2M with YTD of \$3.8M. This is approximately 34% of budget.
- Web design and development by Fervor was noted at a MTD expense of \$10k
- MTD Expense was reported at \$2.1M, with YTD expense of \$4.2M

There was a reported MTD net deficit of \$527k, but a YTD surplus reported at \$5.1M due to the payment to partners. Members were advised that a net deficit should be expected for any month that payments to partners are processed.

#### Summary

- Current assets (08.31.19) – Current assets were reported at \$20.1M.
- Current liabilities were reported at \$7.4M, which represented the balance of the contracts awarded for 2019.
- Ending net assets were reported at \$12.7M
- 2020 projected liabilities were reported at \$8.9M, with net asset projections reported at \$3.9M. These projections were only based on contract commitments already in place for 2020 and did not include any current or extended projects that had not been approved for funding by the Board.

### 3. Budget Revision Request

**Moji Shogbamimu/Seth Baker**

Catholic Charities of Kansas City-St. Joseph has requested a revision to their budget for the St. Germaine's Little Lambs program. This program was currently funded for two-years. Due to a staff resignation, current staff picked up the load for one case manager for the program, so they did not bill CSF for that portion of staff salaries for a time. They have requested a transfer of these underutilized funds to their supply line. Justification for this transfer indicated it would be used to repurpose a small conference space into a meeting room for families, which included trauma-informed components and play space for small children. The request totaled approximately \$3k. It was the recommendation of staff to approve this revision. Hearing no objections to this request, it was noted that the staff will move forward with approving this budget revision.

## B. Children's Services Contracting

### 1. Update on 2019 Projects

**Seth Baker/Katherine Rivard**

For the first six months, Program Officers reported working on portfolio creation which included relationship building with their CSF partners, performing initial site visits, reviewing memos of understanding and reviewing outcomes. They met with partners to appraise program utilization in order to better understand and address underutilization as well as expanding their knowledge regarding policies and issues of the organizations with whom they are working.

Based on work to date, feedback regarding successes and opportunities were also shared. Successes included the ability of partners to expand programs and allowing them to address identified needs previously unfunded. Some of the opportunities shared that partners report inhibit their work included staffing shortages and retention, transportation access to affordable housing, a dedicated space for funded

programs in schools, in-home therapy and visitation effected by weather, and reluctance for clients to admit practitioners into the home during an initial visit.

2. Update on 2020 Applications

**Rob Whitten**

- a. Funding commitments for 2020 were reported as follows:
  - Carry-over from the two-year funding round (2019-2020) that has been tentatively awarded is \$8.9M, for the second year, pending approval.
  - For the 2019-2020 funding round, there were 15 programs that did not understand there would not be a planned application available this year. As such, an additional \$1.8M has been earmarked to tentatively provide second-year funding to those programs.
  - Currently in process are 25 applications with a total request of \$2.5M
  - In summary, potential funding for 2020 was reported at \$13.1M
- b. A recommendation was made regarding those two-year projects already approved during the RFP process last fall. The request would allow those projects the opportunity to submit a request for unexpected expenses to be included during the second-year budget submission funding slate. The requested limit would allow an increase up to 10%. There would not be consideration given for any projects currently funded at the \$250k/\$300k ceiling.

Following discussion and clarification it was agreed that second-year budgets be submitted as originally provided, with the opportunity to submit a budget addendum for any increase with justification of the expense that was not anticipated or expected. Budget addendums would then be reviewed by the CSF staff with a recommendation to the Board for approval as part of the upcoming review process and funding slate.

C. Executive Director's Report

**Rob Whitten**

1. Marketing/Branding Update

The new CSF brand and logo are being pushed out. The new logo and brand have been added to Twitter and LinkedIn pages resulting in LinkedIn postings of 962 views, 39 reactions and five comments.

The website buildout continues. Website testing on the demo site will begin the week of September 23. Anticipated site launch is prior to the next board meeting. Following website launch focus will center on a next phase of engagement with Fervor regarding social media in consideration of the community relations budget for next year.

2. Stakeholder Survey

Board members were encouraged to review the full responses to the 2019 CSF Partner Survey. This survey was included in the Board packet distributed prior the Board Meeting.

3. External Engagements

CSF participation at the following meetings was reported:

- a. Meeting with Legislator Crystal Williams was held August 21, 2019. The discussion centered on reauthorization. There is a goal by the Executive Director to meet with all legislators to solicit opinions on this subject as well as updates regarding the funds progress.
- b. A CSF Executive Director quarterly meeting was held August 29, 2019. Items of note as follows:
  1. St. Charles County is offering trauma training for preschool and early childhood as well as a pilot for the teachers in the Wentzville School District in order to expand trauma training and self-care.
  2. Franklin County is bringing in Ruby Payne on the "Framework of Poverty". They will offer as a county-wide training opportunity.
  3. St. Charles County is moving to become fully funded during the 2020 election cycle. Although no sunset, they are requesting an increase to a one-quarter cent instead of the current one-eighth cent sales tax.
  4. Kelly Wallis, Executive Director of Boone County will be leaving her role to return to family law. Boone County will begin a search for replacement.
  5. It was reported that CSFs are eligible for participation in Missouri LAGERS (state retirement program). Further investigation into this is currently under way for CSF of Jackson County.
- c. The Children's Service Coalition Meeting was attended on September 13, 2019.
- d. Kids Win Missouri Quarterly Meeting was attended on September 19, 2019. Several initiatives were reported from that meeting as follows:
  - Early Childhood – The Children's Trust Fund has set a priority of establishing a pilot project to use Medicaid to support home visitation with pregnant teens. If successful, there could be implications for wider utilization among home visitation programs.
  - Economic Security Group talked about the need for modernization with Missouri's Temporary Assistance for Needy Families (TANF) program. Also discussed was internet sales tax, which got swept up in a broader anti-tax movement discussion.
  - The Safety, Security and Families group reported work with the Missouri Bar Association to update GAL standards, as well as legislative activity in this same area which carry implications for continued foster care reform. Missouri DSS has pushed compliance with the Family First Prevention Services Act to October 2021. This is the latest date a state can choose for implementation.
  - Medicaid Decline - Members were asked to review a document containing information regarding the recent drop in Medicaid enrollment. Some highlights mentioned were as follows:
    - MO Healthnet coverage declined by over 118,000 participants, of which nearly 95,000 were children. The largest drops for children occurred among kids ages one to three.
    - Jackson County is one of 12 counties with a decline over 20%.
    - Drivers for drop included the challenges in the renewal process from annual to quarterly, lost or not processed paperwork or paperwork that was not submitted due to lack of understanding of the changes in the renewal process.

- Most families would still meet Medicaid eligibility requirements. There is little evidence that children and families in Missouri are gaining coverage through other means.
- Call centers were overwhelmed and understaffed.
- Suggested legislative and administrative strategies are also included in the document.

4. Remaining Board of Director Meetings in 2019

A schedule of upcoming meetings was reported as follows:

- Board Work Session                      October 9, 2019
- Board of Director Meeting              October 17, 2019
- Partner Interviews                        October 21 and/or 22, 2019
- Board Meeting                              November 21, 2019
  - Approve 2020 Budget
  - Approve 2020 Funding Slate
- No Board meeting in December 2019.

5. Miscellaneous

Handouts – two additional handouts, included in board packets, were referenced as follows:

- Jackson County Missouri School-Based Mental Health Services and Service Coordination Environmental Scan
- People of Color Struggle to Find Therapists in Kansas City

A request was made of the Board to support the exploration of potential tuition reimbursement for clinicians in some yet to be determined way. This would be in response to request from partners regarding difficulty in hiring qualified therapists. The Board agreed with this request to explore this as a future opportunity for the CSF.

**VI. Other Items**

**All**

A. Board Vacancy

Work continues on filling the open board vacancy position. Work is underway to get vacancy posted on Non-Profit Connect. This individual must be outside of districts one and six.

B. Board of Education

1. October Board Meeting will be a deeper dive into the Casey Kids County Report and the Missouri Kids Count Report
2. Pending topics include the Boone County Dashboard and Eastern Funds Research Coalition.

C. Director and Guest Comments

Barb Friedman – Children’s Services Coalition

Appreciation of CSF staff attendance at a recent Coalition meeting was expressed.

Also offered a reminder regarding the recent issues surrounding COMBAT funding. Ms. Friedman cautioned CSF to be “mindful and stay healthy”.

Claire Terrabonne, Jackson County CASA

Asked for information regarding what other funds were doing around outcomes. It was explained that it would be the intent of CSF to identify possibly three to five common outcomes, which partners would need to address as part of the application process. These would be developed through an inclusive process with stakeholders.

Offered a suggestion that in a role as a convener consideration be intentional in partnering with youth being served as a potential funding source.

Expressed support for exploration of efforts around tuition assistance. Offered that some organizations she is familiar with are going even deeper and looking into paid high school internships to give potential candidates access to the opportunity to explore the field as they think about their futures.

Family First has released some evidence-based practices that will be automatically eligible for 4E funding. These were: Functional Family Therapy, Parents as Teachers, Healthy Families America and potentially others.

## VII. Adjournment

**A motion was made to adjourn the meeting.**

**First: Marietta Parker**

**Second: Ann Mesle**

**Approved**

The meeting was adjourned at 3:54 p.m.

*Respectfully submitted: Sue Richter*



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Brian Kaberline, Secretary

**Next Meeting: October 17, 2019 – Penntower Office Center, Room 132, 2:30 p.m.**