



CHILDREN'S  
SERVICES  
FUND  
OF JACKSON COUNTY

## Board of Directors Meeting Minutes

Thursday, October 15, 2020 – 2:45 p.m.  
Virtual Meeting

### Board Members Present:

Jovanna Rohs, Ph. D (Chair)  
Anthony Mondaine (Treasurer)  
Jessica Ramirez (Secretary)  
Robert Bartman  
Rhonda Holman  
Ann Mesle (Vice Chair) – (Director Mesle present but unable to speak during discussion due to audio technical difficulties).

### Board Members Absent:

Rachelle Styles  
Brian Kaberline

### Staff Present:

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

### Guest Panelists/Presenters:

Tonika Benson, Child Abuse Prevention Assoc.  
Kristina Jones, Child Abuse Prevention Assoc.  
Becca Anderson, MOCSA  
Melanie Austin, MOCSA

### Guests, Affiliations:

Nancy Atwater, Preferred Family Healthcare  
Brandi Bair, Hope House  
Amy Couture, Rose Brooks  
Tonya Dean, Boys Hope Girls Hope of Kansas City  
Erin Eaton, The Salvation Army  
Karen Finn, KVC  
Justin Horton, Cornerstones of Care  
Monique Johnson, The Family Conservancy  
Melody Morgan, Child Abuse Prevention Association  
Jocelyn Mourning, The Family Conservancy  
Paula Neth, The Family Conservancy  
Claire Terrebonne, Jackson County CASA  
Danielle Robbins-Gregory, KC Healthy Kids

- I. Call to Order Jovanna Rohs  
The Children's Services Fund of Jackson County (CSF) meeting was called to order at 2:52 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 enter their name and organization in the Zoom application chat feature.

- III. Review and Approval of Minutes Action Required  
The September 3, 2020 meeting minutes were distributed in the Board packet prior to the meeting for review.

A motion was made to approve the minutes as presented from the September 3, 2020 Board Meeting.

First: Rhonda Holman      Second: Jessica Ramirez      Motion: Approved  
Aye: 6      Opposition: 0

- IV. Review of Proposed Agenda Jovanna Rohs  
The Board reviewed and had no comments or additions to the proposed agenda.

- V. Board Education Topic Guest Panelists  
Dir. Rohs thanked the guest panelists for taking time so that the CSF Board could hear from non-profit organizations who work in and with schools. Mr. Whitten then introduced the panel members.

Child Abuse Prevention Association (CAPA)

Ms. Tonika Benson, Community Education Manager, stated that the pandemic has brought many changes forcing CAPA to think outside the box. Responding to this change CAPA decided to develop pre-recorded videos for the Second Step program. Curriculum for kindergarten has been completed, and grades 2-5 is under development now. These videos will be placed on a YouTube channel and sent to partnership schools. Ms. Benson stated that an advantage of these videos is wider distribution. Current partners for this project include Independence School District (ISD). Potential partners are the Raytown School District (RSD) and Kansas City Public Schools (KCPS).

Virtual parenting skills classes have taken a huge turn that resulted in more participants to the program. Ms. Kristina Jones, Program Director, explained that this program focuses on learning parenting skills, different techniques for redirection, etc. Although in-person classes experienced great success, once COVID came about the transition to virtual classes was made. These virtual classes are live with parents and are going well, with no decrease in participation reported. CAPA continues to receive referrals from Family Court for this program. The requirement to complete certain types of education does not go away because of COVID. Second and third quarter participation hours for 2020 were reported at 300+ hours, with 20 participants.

Dir Holman asked if there was a slow down because of COVID to offering the Second Step program to the RSD, had CAPA considered a court referral as a path to take with the Second Steps program into the RSD? In response, it was stated that RSD had been difficult to get a definitive plan from regarding how to proceed. They are however still receiving referrals for counseling from them. Ms. Benson believes this was due to an

already established process for these referrals. Prior to COVID the Second Steps program was next on the list for implementation, but all the current distractions associated with COVID have slowed receiving a response on this. It is the intent of CAPA to continue to reach out to RSD.

Dir. Holman offered that if this is not a good time to reach parents through the schools would going to the court system be another route, especially due to the success of the Parent Education program? Dir. Holman asked if CAPA was reaching out to anyone other than the Raytown School District. Ms. Benson responded that they are continuing to build relationships to other school districts, such as Independence and Blue Springs. In response to additional follow-up from Dir. Holman, Ms. Benson offered that for this funding source, based on the CSF contract, they are only working with the school districts outlined in their CSF application. CAPA has not specifically looked at the courts as a referral source.

Dir. Ramirez asked if more could be shared about the videos and how they are being used. Ms. Benson replied that there are six sessions. The sessions are interactive, and information is repeated. Following the course, the teacher and parents are given a handout to reinforce the information. In follow-up Dir. Ramirez asked if the video presentations had always been a goal for the program and if the pandemic had moved it up as a priority for the program? Ms. Benson responded that yes, this was the challenge regarding COVID that had forced her to come up with another way to continue to reach more people.

#### Metropolitan Organization to Counter Sexual Assault (MOCSA)

Ms. Melanie Austin, Assistant Vice-President of Programs, provided a brief overview. MOCSA currently serves over 30 school districts in the metropolitan area, providing individual and long-term youth prevention education programs. With CSF funds, middle and high school youth prevention programs have been implemented. They are called Green Dot and Youth Led Prevention. MOCSA works with four schools in Jackson County to implement the long-term programs. Ms. Austin explained that long-term means they are conducted annually and then year-after-year for the greatest impact. This has provided a very solid relationship with school partners. Once the pandemic hit, MOCSA immediately began connecting with the various online platforms used by the schools to reach their students. This allows MOCSA program content to be uploaded to their school sites. During the summer MOCSA worked to adapt all their in-person programming so that it could be done virtually. MOCSA continues to deliver live virtual programming, which is challenging due to the variety of platforms used by the school districts to connect with students. Some in-person programming is still being offered if allowed by the school partner.

Ms. Becca Anderson, Coordinator of Prevention, provided a rundown of how programming is being done by school, as follows:  
Osage Trail School – some in-person outreach has been conducted to continue to build relationships with students to present virtually. The Coordinator for the program has a school email established. The lessons are scheduled to begin in a November/December timeframe.

Brookside Charter – the staff person is linked to a google classroom with the counselor at this location. A teacher training has been completed to explain what the program looks like.

Guadalupe Middle School – is moving forward with full implementation this year, currently planned for November/December. A presentation regarding internet safety was requested by the school and MOCSA is now providing healthy relationship lessons emphasizing on-line safety for 6-8 grade students.

Guadalupe High School – There has been an expansion from one to two sections for the Youth Led Prevention Classes, due to the success of the program last year. Youth Led Prevention digs a little deeper into violence, resulting in some intense conversations on Zoom. MOCSA has learned several engagement techniques that allow students to be engaged. Examples such as Google Jamboard has allowed for more candid responses in difficult discussion due to the anonymity that is provided to participants using this technology.

In closing, Ms. Austin explained that in-person presentations are preferred because when it comes to sexual abuse and assault it is very common to have children/students disclose after a presentation. All MOCSA staff are trained in intervention and response and make appropriate referrals. Virtual programming developed by MOCSA was done very thoughtfully regarding how to respond to students who may be experiencing abuse and how to encourage and disclose in a way that still allows them privacy.

Dir. Holman stated she was very excited and impressed with the way MOCSA has capitalized on the new opportunities to work with young people in ways that no one foresaw a year ago and they are being used well. Tech savvy youth seem to be adapting well to this technology. As follow-up Dir. Holman asked where MOCSA perceives themselves related to the CSF contract? Had MOCSA planned to do more work than they are doing. Also, what is MOCSA doing about any delayed implementations? In response Ms. Austin stated that due to the flexibility and delivery of their programs, they expect to implement full programming by the end of the school year.

Dir. Rohs thanked the panel for the information shared about their programming and helping CSF learn more about the impact on the youth they are serving. Dir. Rohs stated that it was interesting to hear how necessity is driving innovation. CSF was also thanked by the panelists for the support to these organizations, which has allowed them the opportunity to continue their work.

## VI. Old Business

### A. Financial Report

Moji Shogbamimu/Rob Whitten

#### 1. August/September 2020 Financials.

Financials were distributed to Board Members prior to the meeting.

Revenue

Revenue was reported as follows:

|                                |        |
|--------------------------------|--------|
| August Tax Revenue Received    | \$1.3M |
| September Tax Revenue Receipts | \$1.0M |
| YTD Receipts                   | \$9.6M |
| August Interest                | \$157  |
| September Interest             | \$65k  |
| YTD Interest                   | \$213k |
| YTD Revenue                    | \$9.9M |

Items of note:

- September interest - The significant increase was due to the maturity of a \$5M CD in September.
- YTD Revenue – This includes \$7,856 received in February for sales tax interest generated between July 2019 and December 2019. Also \$6,688 received in September for sales tax interest generated between January 2020 and June 2020.

Sales Tax Revenue – comparisons by year were reported as follows:

|           | 2017        | 2018        | 2019         | 2020        |
|-----------|-------------|-------------|--------------|-------------|
| August    | \$1,341,675 | \$1,393,450 | \$ 1,422,398 | \$1,357,754 |
| September | \$1,007,837 | \$ 946,737  | \$ 1,032,297 | \$1,028,850 |
| YTD       |             | \$9,967,218 | \$10,099,186 | \$9,658,940 |

Summary: YTD sales tax revenue was down \$440k from 2019, and \$308k from 2018. This demonstrates fluctuation, which will continue to be trended and monitored.

Expense

A review of the expense information distributed in the board packet prior to the meeting demonstrated no unusual expense in August or September. All major expenses are in line with budget except for program support which as discussed in previous meetings, is expected to exceed budget based on the board's response to the pandemic earlier in the year. Current operating expense was reported at 5.7%. YTD a deficit of \$15k was reported.

Financial Position

|                                      |         |
|--------------------------------------|---------|
| Current Assets (9.30.2020)           | \$21.2M |
| Current Liabilities (2020 Contracts) | \$5.7M  |
| Accrued Liabilities (2021 Contracts) | \$2M    |
| Ending Net Assets                    | \$13.5M |

Dir. Holman asked when CSF was fully staffed, and when would benefit payments have been reflected in the income statement? Mr. Whitten responded that CSF was fully staffed (5) by April 2, 2019 with health insurance offered by May 1, 2019. The retirement expense began a few months ago.

2. 2021 Draft Budget

A draft budget was circulated in the board packet prior to the meeting for review and comment. Mr. Whitten offered that there were many placeholders in the draft, with the following comments by section noted:

Revenue

Sales Tax Revenue – Based on the model used by Jackson County, a 4.4% reduction in tax revenue for 2021 was reflected in the draft budget.

Interest Income – It is forecasted that interest rates will remain bleak, with the fed hinting at no rate increases for the next three years. Modeling based on a conversation with the CSF Investment Manager at Commerce bank suggests a strategy that keeps \$15M invested, yet accessible. \$10M will mature in December 2020, with the remaining \$5M maturing in March of 2021. The proposed investment strategy would be to make investments in \$3M increments, with a rolling plan on maturity of between \$10k-15k in interest.

Transfer from Reserve – This draft assumes a release from reserve of approximately \$2.2M to target a break-even budget and should not present any issues for the fund.

Expense

Program Support

Core funding – It was reported that \$13.5M is a placeholder until after the funding workgroup of the Board completes review of new applications. Dir. Holman asked how the draft number was determined. Mr. Whitten explained that based on previous conversations by the board, a funding pool of up to \$15M was suggested for 2021. Based on previous performance a utilization rate of 90% was used resulting in the \$13.5M placeholder. Dir. Holman asked for clarification on the core funding number and whether it included current obligations that would occur in 2021. Mr. Whitten confirmed that this number would include current liabilities. This will also be considered during an upcoming funding work session,

Strategic Initiatives - This budget line item allows a placeholder for the exploration of board directed funding. In prior conversations the board has discussed possible tuition for social work capacity building to increase the number of licensed therapist and social workers, as one example of this type of funding.

In summary, Mr. Whitten stated that total program support of \$13.7M comprises 93% of the proposed expenses for 2021.

Personnel

Total Personnel - \$602,622 (4% of budget)

-Salaries- This line item assumes a 3% increase for employees on their anniversary date.

-Fringe – This line item assumes a 15% increase as encouraged by the CSF broker.

Total Professional Contracts – \$201,150 (1.4% of budget)

- Audit - \$15.5k– Engagement with CBIZ-MHM, recently renewed
- Granting - \$46k– on par with 2020 budget
- Public Relations - \$30k-Preparing for reauthorization ballot work
- Consultation - \$100k – Strategic Planning and ballot work

Additional Expense Categories – \$158,093 (1% of budget)

- Administration - \$63k – includes dollars set aside for marketing and printing
- Occupancy - \$38.9 – includes rent increase for office lease
- Professional Insurance - \$34k – allows for a minor increase per the Miller Group
- Technology - \$8k – includes website hosting and maintenance included
- Transportation - \$3k – assumes decrease in expense, but not eliminated
- Depreciation - \$11 – considers recent purchase of copy machine for \$6k

Proposed Budget Summary:

|                     |                      |
|---------------------|----------------------|
| Revenue .....       | \$14, 661,866        |
| Expense .....       | \$14,661,866         |
| -Program Expense    | \$13,700,000 (93.4%) |
| -Operating Overhead | \$ 961,866 (6.6%)    |

B. Children's Services Contracting

Rob Whitten

1. 2020 Budget Revisions

Unit of Service Reimbursement Costs – CSF has been approached by several agencies asking for consideration to renegotiate their unit cost, as COVID has impacted their ability to deliver services. Examples offered included emergency shelters where COVID has reduced double occupancy to single occupancy, even though operating expenses remain the same. CSF staff is asking for Board concurrence to enter into those discussions understanding that the overall contracted amount will be unchanged.

Dir. Ramirez asked for clarification regarding whether this was based on the number of partners asking or staff's desire to get ahead of this? Mr. Whitten responded that to date three partners had requested this and as staff reviews utilization reports. It is largely bed-based, or services where the organization expected to see client in schools.

Dir. Holman indicated no problem discussing with partners who have seen these issues. She did express a desire that the discussions include whether the changes were avoidable, what other steps might they have taken and what other things did they think about doing? She indicated a desire to make sure that there was no other way to avoid changing the unit cost. Dir. Holman would also like some feedback regarding who did not get served because of this, and where did they go?

Police Athletic League - This organization has requested a revision of approximately 35% of their budget. While it is recommended by staff, concurrence was requested of the Board. PAL Night's has been a program offered on the weekends. Due to the pandemic and racial unrest, this program was on temporary hiatus, resuming programming in July. They have tried to increase their capacity to utilize mental health professionals in the program. They have requested the following reallocations to their budget:

- Reallocate \$24k from officers to mental health professionals
- Reallocate \$13k from program coordinator and tutor to program costs (outreach and activities)
- Reallocate \$7k from personnel to equipment and supplies

Dir. Rohs asked if they are fundamentally changing what they are doing or enhancing the current programming with additional support. Mr. Whitten replied it is an enhancement to the program.

Dir. Ramirez stated that being a new member she wanted clarification regarding the overall process for bringing budget changes to the Board. She questioned how partners ask for changes, if there was a written request or a percentage that would move the request for consideration into an open meeting? Mr. Whitten offered that the board previously determined that smaller budget requests did not need to be brought before the board. For significant budget amendment requests the Board should be informed of the name of the organization and the budget revision amount. The agency must complete a budget request form for consideration on any type of change regardless of amount. Dir. Ramirez suggested that it would be helpful if the budget amendment document could be included in the board packet prior to discussion during any future board meetings.

Dir. Holman voiced her agreement that due to the substantial portion of the contract affected by this request; it was very appropriate to bring to the Board for comment. Dir. Holman indicated that she had voiced concerns in the past regarding this organization's focus on mental health. Dir. Holman asked for more specific information regarding the need for more mental health professionals and for the equipment and supply lines. She questioned if these supplies were in line with mental and behavioral health? She would like to know exactly what is being requested. In response, Mr. Whitten offered that the mental health professionals being requested are not licensed therapists, but more a behavioral technician, and the equipment and supply reallocation was to provide food for program participants. Dir. Rohs requested that staff provide more narrative around this budget change request including specifics around each line item requested in order to consider further. She also requested a copy of the budget amendment form that is being used.

2. Update on 2021 Funding Application Process

The following information was provided:

- Application Scoring – waiting on a handful of Board scores to be submitted
- Funding Work Group Session – holding November 4 for this session.

- Partner Interviews – scheduled for November 10
- Funding Slate Approval – presented at the November 19 Board meeting.

### C. Executive Director's Report

#### 1. Strategic Planning

An RFQ was issued on September 30, 2020 to nine potential vendors. Research for vendors included the Missouri Office of Equal Opportunities, the Black Chamber of Commerce, the Hispanic Chamber of Commerce, and the Kansas City Women's Chamber of Commerce. A request was also circulated to most of our funded partners and Board Members for their recommendations.

#### 2. Ballot Initiative

Communication continues with Todd Patterson at Public Progress. If the plan to be placed on the ballot for reauthorization is 2022, work should ideally begin in the spring of 2021. Todd will update his earlier proposal to reflect this timeline. Todd encouraged us to be open to both August and November dates in 2022 as potential options for ballot placement.

Dir. Holman asked if Todd Patterson was the only advisor CSF was talking to? In response Mr. Whitten replied that was correct, and for the following reasons: a) Mr. Patterson led the successful effort in 2016, and b) looking at other resources did not reveal anyone with expertise in this space. Mr. Whitten stated that if Dir. Holman had other thoughts, he would be most agreeable to discussing that with her. Dir. Holman agreed they should meet to discuss further as she gets concerned with sole providers. Mr. Whitten was in complete agreement with Dir. Holman.

#### 3. News from CSF Executive Director (ED) Meeting

ED meetings were recently resumed, with talk about COVID across the different CSF organizations in the state. One issue related to the ballot initiative was regarding St. Charles County's plan to be on the November 2020 ballot to increase from 1/8-cent to 1/4-cent. In light of COVID, they have pulled that question from the ballot.

During the ED meeting there was some "chatter" regarding interest among early childhood participants in revisiting the enabling statute for CSF and to take it from a 1/4-cent cap to a 1/2-cent cap. Further information shared an expectation that if a county took advantage of this increase then 50% of overall funding would need to be directed to early childhood (0-5 yrs.). There were also concerns expressed regarding possible negative outcomes when revisiting statutes. Neither Dir. Rohs nor Mr. Whitten indicated an awareness that these conversations had been occurring.

#### 4. Nominating Update

One candidate has continued to move through the process, albeit slowly. Due to three Board Members' terms expiring in March a post will be made to NP Connect in response to our current vacancy, and to have potential candidates should an additional vacancy occur. Dir. Ramirez requested that the post sent to

NP Connect be shared with all Board Members. Mr. Whitten replied that he would do so.

5. GEO Remote Learning Series

Mr. Whitten shared that three sessions have been completed to date, including capacity building and collaboration. There has been lots of good content that will be shared with staff and board. Mr. Whitten anticipates that this will feed nicely into strategic planning for next year.

VI. Other Items

All

Director Comments

Dr. Rohs shared that she had not heard anything related to the Early Childhood discussion and the reopening of the statue. She indicated she would investigate that.

Guest Comments

There were no comments voiced by guests.

Mr. Whitten offered that the last meeting currently scheduled for the year would be held November 19, 2020. This meeting should include a request for 2021 budget approval, a funding slate for 2021 and a recommendation for a strategic planning vendor. All meetings for the remainder of the year will be held via Zoom.

VII Adjournment

A motion was made to adjourn the meeting at 4:40 p.m.

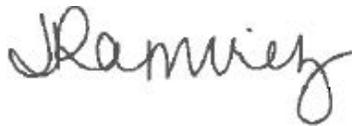
First: Rhonda Holman

Second: Anthony Mondaine

Approved

Aye: 5

*Respectfully submitted: Sue Richter*



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Jessica Ramirez, Secretary

Next Meeting: November 19, 2020, 2:30-4:30 p.m.