



## Board of Directors Meeting Minutes

Penntower  
3100 Broadway, Suite 130, Kansas City, MO 64111  
Thursday, December 15, 2022 – 2:30 p.m.

Board Members Present:

Ann Mesle (Chair)  
Jessica Ramirez (Vice Chair)  
Amy Harris (Treasurer)  
Brian Kaberline (Secretary)  
Judy Morgan  
Ajia Morris  
Jovanna Rohs

Board Members Absent:

Justice Horn

Staff Present

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

Guests, Affiliations:

Brandi Bair, Hope House  
Cheryl Costabile, KVC Missouri  
Jim Giles, University Health

- I. Call to Order Ann Mesle  
The Children's Services Fund of Jackson County (CSF) meeting was called to order at 2:33 p.m.
- II. Roll Call and Guest Introductions Ann Mesle  
Roll call of Board Members was taken. Guests were invited to introduce themselves.
- III. Review and Approval of Meeting Minutes Ann Mesle  
Dir. Mesle called for a motion or changes to the board meeting minutes circulated in the board packet. Upon hearing no comments, the following motion was made. A motion was made to approve the November 17, 2022, meeting minutes as presented.  
First: Brian Kaberline      Second: Judy Morgan      Motion: Approved  
Aye: 6                              Abstention: 1                      Opposition: 0

IV. Review and Approval of Proposed Agenda Ann Mesle  
 No changes were requested to the agenda circulated prior to the meeting.

V. Investing in Children Moji Shogbamimu

A. Financial Report November 2022

A review of the financials circulated in the board packet prior to the meeting was completed with the following highlights:

Revenue

|                       |         |                        |
|-----------------------|---------|------------------------|
| November Tax Revenue  | \$1.4M  |                        |
| YTD Tax Revenue       | \$14.7M | Exceeds 2021 by \$1.5M |
| YTD Investment Income | \$109k  |                        |

Operating and Overhead

No atypical expenses in operating and overhead were noted.

|                     |         |  |
|---------------------|---------|--|
| YTD – Total Expense | \$16.7M |  |
|---------------------|---------|--|

Unfavorable variances are anticipated in the following line items:

- Partner Support due to COVID Relief and Technology Grants
- Professional Contracts due to issues related to the campaign. However favorable variance in Consultation will cover the difference.

Financial Position

|             |         |         |
|-------------|---------|---------|
| Assets      |         | \$17.7M |
| Cash        | \$ 5.2M |         |
| Investments | \$12.5M |         |
| Liabilities |         |         |
| 2022        | \$ 4.6M |         |
| 2023        | \$ 2.6M |         |
| Net Assets  |         | \$10.5M |

B. CSF 2023 Budget Moji Shogbamimu/Rob Whitten  
 Mr. Whitten indicated that an in-depth review of the 2023 budget had been undertaken during the December 2, 2022, Internal Affairs Committee meeting and was being presented to the full board for approval as follows:

Revenue/Program Support

|                       |         |         |
|-----------------------|---------|---------|
| Tax Revenue Received  | \$25.0M |         |
| Investment Income     | \$ 300k |         |
| Total Revenue         |         | \$25.3M |
| Core Funding          | \$16.4M |         |
| Capacity Building     | \$ 3.0M |         |
| Collaboration         | \$ 3.0M |         |
| Total Program Support |         | \$22.4M |

The following assumptions were offered:

- Tax revenue received is based on sales tax increase that would begin in April.
- Interest revenue is based on anticipated ROI.
- Additional projects could be proposed, with necessary funding coming from reserve should board approve.

Operating & Overhead

|                            |         |         |
|----------------------------|---------|---------|
| Personnel                  | \$1.8M  |         |
| Professional Contracts     | \$ 301k |         |
| Administration             | \$ 94k  |         |
| Occupancy                  | \$ 218k |         |
| Professional Insurance     | \$ 49k  |         |
| Technology                 | \$ 39k  |         |
| Transportation             | \$ 5k   |         |
| Depreciation               | \$ 29k  |         |
| Total Operating & Overhead |         | \$ 2.5M |

The following assumptions were offered:

- Personnel reflects increase in staffing post reauthorization for salaries, fringe benefits and personnel recruiting if needed.
- Professional Contracts increases legal fees, accounting fees, application support, and public/community relations, with a decrease to consultation.
- Administration increases reflected in meeting expense, board development and community engagement.
- Professional Insurance increase due to increased revenue
- Occupancy anticipated increase due to alternative office space requirements.
- Technology increase regarding phone replacement and additional phone procurement as well as continued website revisions to reflect organizational growth and new funding opportunities.
- Depreciation increases anticipated due to purchase of furnishings for new staff and office space.

In summary it was stated that the overhead increase hinges in large part on staffing increases and relocation costs.

Discussion

- Dir. Rohs asked for a framework for the budget and how decisions for administrative versus program expense was allocated to support an audit.
- Dir. Mesle requested that staff begin submitting mileage for reimbursement since it is in the budget.
- Mr. Whitten offered that due to the uncertainty and timing related to the expense line items there were many assumptions that had to be made in the 2023 budget. This will be closely monitored by measuring spend against revenue.
- Dir. Rohs asked if a budgeted surplus versus a zero-balance budget was considered. In response Ms. Shogbamimu indicated that based on assumed

revenue and unknown expenses it would be difficult to present a zero budget.

- Mr. Whitten indicated with input from the January work session CSF should be better able to assess the budget against performance in 2023 and better able to utilize this performance in development of the 2024 budget.

A motion was made to approve the 2023 Budget as presented.

First: Amy Harris  
Aye: 7

Second: Ajia Morris  
Abstention: 0

Motion: Approved  
Opposition: 0

C. Strategic Initiative Investments

Rob Whitten

Mr. Whitten shared that since 2017, School Smart KC has been working to close the achievement gap for all students within the KCPS boundaries. Within the last two years, School Smart KC has begun the development of a System of Care Initiative to center on food security, housing security and mental health. Mr. Whitten outlined the progress already made in the food and housing security areas, and indicated the project is now beginning to focus on mental health. If successful, this system of care could be replicated elsewhere in the community.

Based on discussions with School Smart KC, Mr. Whitten made a recommendation to invest \$75k into this project for the design process of the School Smart KC for the System of Care Initiative Mental Health phase. The goal of this portion of the system of care initiative is to provide access to school-based mental health services for every student in the KCPS boundaries. Mr. Whitten offered that this solution would offer the following:

- A common set of mental health standards
- A care team in each participating school
- Intake based at school with case management support
- Support for third-party payers and MIS
- Networking to continue improving and learning

Discussion

- Mr. Whitten also shared that this initiative would have implications for the 2022 and 2023 budget due to an anticipated monthly reimbursement process.
- Dir. Morris asked for a list of the schools that are participating in this effort. Mr. Whitten indicated that he would send a list of the schools.
- Dir. Morgan inquired about any plans and impacts for funding mental health providers in the schools after this design/planning phase. Mr. Whitten anticipated an additional request to the funding community would be made once the cohort was established.

A motion was made to approve \$75k for the School Smart KC, System of Care Initiative-Mental Health.

First: Brian Kaberline  
Aye: 6

Second: Amy Harris  
Abstention: 1

Motion: Approved  
Opposition: 0

VI. Strengthening Partners Katherine Rivard/Rob Whitten  
Clinician Capacity Building

Ms. Rivard reported that over 70% of the CSF funding partners were enthusiastic regarding this initiative. Three Missouri institutions have been responsive with Park University being very amenable in their approach. Ms. Rivard then sought input on the following approaches:

- Cohort – Should CSF start with one cohort utilizing one institution?
- Broader Scope –Should CSF provide tuition assistance to partner organizations, creating a funding mechanism for them to provide the tuition assistance for selected staff.

Discussion

- Mr. Whitten offered that Park could present some geographic challenges, but will offer a full, on-line launch for the program in the fall. Dir. Rohs offered that Park has been a leader in on-line learning.
- Dir. Rohs shared that the cohort model in adult learning has been found to really move individuals from start to completion, Park also has a campus in eastern Jackson County.
- Dir. Mesle asked consideration for selecting an institution for a cohort would be one that is based in Jackson County first, then within Missouri.
- Dir. Morgan asked and was provided assurance that CSF funding could be utilized this way and that accreditation of the program for the institutions had been verified. She also inquired what considerations for the selection process had been discussed. Mr. Whitten offered that a selection process would be required by the partner agency and the candidate would also need to meet the admissions criteria of the institution. Dir. Rohs also requested that CSF consider a way to assist those who do not meet the admission criteria.
- Other input shared centered around staggered launch for a cohort, how to manage reimbursement, use of a short-term loan strategy and the need for the inclusion of a retention piece.

In summary overall feedback favored the launch of a single cohort in the fall.

VII. Optimizing Organization Jessica Ramirez/Rob Whitten  
CSF Bylaw Revisions

Following a review by the Internal Affairs Committee and CSF legal counsel the revised bylaw document was distributed in the board packet. Board Members were asked to review the document, prior to the next board meeting as it will be placed on the agenda for approval at the February meeting.

VIII. New Business Ann Mesle  
Dir. Mesle called for any new business. No new business was brought forward.

IX. Board Chair Comments Ann Mesle  
Dir. Mesle stated that this has been an amazing year and expressed her gratitude to those who worked so hard on the campaign. She stated she knows that although there is as much hard work in the new year as in this past year, it will be a different sort of work.

X. Director and Guest Comments

Ann Mesle

Ms. Bair, Hope House

Ms. Bair suggested that the Board might consider training of non-clinical staff. As an example, she mentioned training around crisis mediation. A training such as this would provide non-clinical staff the strategies to bridge the gap when a client is in crisis until clinical staff could be engaged. Mr. Whitten offered that this would be a topic for consideration during the upcoming work session and expressed that training that improves the program should be considered.

Mr. Whitten shared a letter of appreciation for CSFs support in funding First Call which provided mental health first aid training for 200 KCPS Staff.

XI. Adjournment

The meeting was adjourned at 3:57 p.m.

*Respectfully submitted: Sue Richter*

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Brian Kaberline, Secretary

Next Meeting: February 16, 2023 - 2:30 p.m.

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