



CHILDREN'S
SERVICES
FUND
OF JACKSON COUNTY

Board of Directors Meeting Minutes

Penntower
3100 Broadway, Suite 130, Kansas City, MO 64111
Thursday, June 22, 2023 – 2:30 p.m.

Board Members Present:

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

Staff Present:

Rob Whitten (CEO)
Shannon Dupree
Sue Richter
Katherine Rivard
Jovanna Rohs
Moji Shogbamimu

Guests, Affiliations

Nancy Atwater, Preferred Family Health
Tahir Atwater, Jackson County CASA
Brandi Bair, Hope House
Amy Couture, Rose Brooks
Jim Giles, University Health
Bernadette Spooner Thompson

- I. Call to Order Jessica Ramirez

The Children's Services Fund of Jackson County (CSF) meeting was called to order at 2:35 p.m.

- II. Roll Call, Staff and Guest Introductions Jessica Ramirez/Rob Whitten

Roll call of board members was taken. Mr. Whitten introduced two new staff members, Dr. Jovanna Rohs, Chief Program Officer, and Shannon Dupree, Accounting Specialist. Bernadette Spooner Thompson was also introduced. Ms. Spooner Thompson will soon join the CSF staff as a Program Officer. Guests were invited to introduce themselves.

III. Review and Approval of Meeting Minutes

Jessica Ramirez

- A. Dir. Ramirez called for a motion to approve or requested changes to the May 18, 2023, board meeting minutes circulated in the board packet.

Dir. Morgan asked that the minutes be corrected on page 5 to show that it was the External Affairs Committee under both the Capacity Building and Collaboration Funding Sections who worked on these two initiatives.

A motion was made to approve the May 18, 2023, meeting minutes with the above stated correction to be made.

First: Judy Morgan
Aye: 4

Second: Amy Harris
Abstention: 2
Brian Kaberline
Anne Mesle

Motion: Approved
Opposition: 0

- B. Proposed Agenda

Dir. Ramirez asked for any changes to the proposed agenda. There were no changes requested.

IV. Investing in Children

- A. Financial Report – May 2023

Moji Shogbabmimu

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

May 2023
Revenue

Category	2023 YTD	Budget
Tax Revenue	\$7.6M	\$25M
Investment Income	\$58k	\$300k
Total Revenue	\$7.6M	\$25.3M

Program Support

Core Funding	\$5M	\$16.4M
Capacity Building		\$3M
Collaboration		\$3M
Total Program Support	\$5M	\$22.4M

Operating and Overhead

Category	2023 YTD	Budget
Personnel	\$294k	\$1.8M
Professional Contracts	\$98k	\$301k
Administration	\$18k	\$94k
Occupancy	\$21k	\$218k
Professional Insurance	\$13k	\$49k
Technology	\$1k	\$39k
Transportation	\$372	\$5k
Depreciation	\$4k	\$29k
Operating & Overhead (Total)	\$450k	\$2.5M
Total Expense	\$5.4M	\$24.9M

There were no atypical expenses reported for this period. All expenses remain within budget, representing 20% of the total amount budgeted.

2023 Financial Position

Assets		\$18.4M
-Cash	\$ 8.4M	
-Investments	\$10M	
Liabilities		
-Contracts (2023)	\$ 8.8M	
-Contracts (2024)	\$ 2.8M	
Net Assets		\$6.8M

It was reported that an investment of \$2.5M in a repurchase agreement matured in May. Two repurchase agreements of \$2.5M, totaling \$5M, were reported in process. It is anticipated that this investment will generate approximately \$197k in interest income for the fund.

Dir. Ramirez asked for any questions or a motion to approve the May 2023 financial report.

A motion was made to approve the May 2023 financial report as presented.

First: Brian Kaberline

Second: Judy Morgan

Motion: Approved

Aye: 6

Opposed: 0

B. CSF Funding Opportunities Update

Jovanna Rohs

1. Core Funding: Calendar Year 2024

Dr. Rohs reported the following for 2024 calendar year core funding:

- Tentative allocation - \$17M
- Anticipated 61 renewal requests - \$11.8M (includes 20% increase)
- Forty-five LOIs submitted - \$8.6M
- Thirty LOIs recommended for moving forward - \$6M.
- Total renewals/requests are anticipated at \$17.9M
- Difference (allocation/request) - \$900k.

The difference between allocation and what was requested (\$900k) would only result if all requests were fully funded for the requested amount.

Dir. Morris asked if there were any common themes from those not moving forward. In response it was reported that approximately one-third of the requests declined were because they fell outside of the statute. The remaining requests did not contain the behavioral or social-emotional scope that the CSF is seeking to fund.

2. Capacity Building Funding – Allocation: \$3M for three years totaling \$9M.

Dr. Rohs stated the following:

- A total of 40 applications were received.
- Staff recommended that a total of 27 programs receive funding. Of those, 17 were recommended for full funding with 10 projects recommended for partial funding.
- Nine applications were recommended for additional work, and as such would be returned to their organization.
- Four declinations were recommended based on the request stating it would be used exclusively for salary support, software or were faith-based in nature.

A funding slate was presented for approval as included in the board packet and attached to these minutes, requesting a total of \$3.7M for total award. Dir. Morgan stated that each program on the funding slate was reviewed by the External Affairs Committee during their meeting on June 19, 2023.

[A motion was made to support the 27 applications for capacity building as recommended by the External Affairs Committee and presented in the first Capacity Building funding slate for 2023.](#)

First: Judy Morgan
Aye: 6

Second: Brian Kaberline
Opposed: 0

Motion: Approved

3. Collaboration Funding Opportunity

Dr. Rohs reminded the board that the focus of this opportunity is to leverage expertise not found in any one organization to drive community-level impact. Current work underway was reported as follows:

- The application process is being finalized.
- Three projects have been vetted and are awaiting details to apply.
- Four projects are slated for an initial meeting with staff.
- Award process:
 - Staff will initially review application documents.
 - Applicants will present the project to the External Affairs Committee.
 - The External Affairs Committee will then make a recommendation to the full board regarding funding approval.

It is anticipated that these requests will be larger and with a longer timeframe for support.

V. Honoring Community Rob Whitten

A. Jackson County Public Health Improvement Plan

Following two days of recent community convenings the two areas chosen for continued work were economic stability/affordable housing and mental health. Since mental health is one of the focus areas of this plan, Mr. Whitten will continue to stay engaged with this project as it moves forward.

B. Kansas City Child Abuse Prevention Roundtable.

This group was established in 2001, Mr. Whitten sits on the legislative committee, which includes working with state legislators on policy based on the needs of kids. CSF has provided \$10k in support for each of the last two years. In a discussion about additional support from the CSF it was determined that some facilitated discussion with key members of the Roundtable would be helpful to discuss the changing child welfare landscape to determine if there is still a need for this group and a best path forward. Although discussions are early, if a determination is made for the Roundtable to continue, one scenario would be for CSF to take on "ownership" of the group, which is currently supported by the Children's Place with a part-time facilitator paid for by dues collected from partner organizations and support from the funding community. Further information will be forthcoming as a future direction for this group is determined.

VI. Optimizing Organization Rob Whitten

A. Organizational Updates

Contract Administrator position has been posted. The Director of Impact and Strategy and the Administrative Assistant search will hopefully be posted in July.

The grant management software RFP should be released in July or August.

Two Board candidates have been identified by the county for consideration. A preliminary meeting will be held next week with a third candidate identified by Dir. Ramirez.

C. CSF Relocation

1. Execution of Lease

Pursuant to the May 18, 2023, Board Meeting it was agreed that CSF would pursue a seven-year lease option at 2345 Grand, Suite 1450, with tenant improvements for CSF at \$41,736, rental abatement for three months and a guest parking allowance at 200 hours per month with a carryover for unused hours.

The CSF broker secured a lease with tenant improvements at no expense to CSF for renovation, the rental abatement of three months and guest parking allowance of 2400 hours per year with carryover for unused hours. This lease has been reviewed by CSF legal counsel and Mr. Whitten requested authorization to execute the lease.

[A motion was made to sign and approve the lease agreement at 2345 Grand Avenue, Suite 1450.](#)

[First: Ann Mesle](#)
[Aye: 6](#)

[Second: Amy Harris](#)
[Opposition: 0](#)

[Motion: Approved](#)

2. Office Furniture Procurement

A bid to utilize CSF's prior vendor in order to match existing furniture inventory and utilize a Jackson County contract with 58% off list price and reduced rates for delivery and installation was secured. Based on this initial bid Mr. Whitten requested board approval, not to exceed \$85k to purchase furniture.

In response to a question regarding the purchase it was offered that the furniture would be a capitalized expense depreciated over five years.

[A motion was made to approve an expenditure for office furniture not to exceed \\$85,000.](#)

[First: Brian Kaberline](#)
[Aye: 6](#)

[Second: Ajia Morris](#)
[Opposition: 0](#)

[Motion: Approved](#)

VII. Old/New Business

Dir. Morgan asked for an update regarding the Audit. It was offered that the meeting had been delayed due to scheduling conflicts for the Internal Affairs Committee. It was anticipated that this meeting should be rescheduled soon.

VIII. Director/Guest Comments

Dir. Ramirez thanked the staff for all they are doing given all the "moving lanes".

Amy Couture, Rose Brooks thanked the fund for the capacity building awards. She stated how crucial, but difficult, this type of funding support has been to come by for partners. In response Dir. Kaberline indicated that while he feels good about what CSF is able to do, it just fuels the really hard work that CSF partners are doing.

He thanked partners for the stresses, heartaches and living with the day-to-day operations needed to support the children of Jackson County.

Brandi Bair, Hope House also expressed her appreciation the capacity building funding, noting it is an investment in staff that helps organizations retain staff and provide stability to their clients.

IX. Closed Session

Chief Executive Officer Performance Evaluation

The following motion was made:

"I move that this meeting be closed, and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, subsection 13 RSMO, for the purpose of discussing the CEO performance evaluation."

First: Judy Morgan Second: Brian Kaberline Motion: Approved

Aye: Judy Morgan
 Brian Kaberline
 Jessica Ramirez
 Amy Harris
 Ajia Morris
 Ann Mesle

The meeting was closed at 3:34 p.m. on June 22, 2023.

A motion was made to come back into open session.

First: Judy Morgan Second: Ajia Morris Motion: Approved

Aye: Judy Morgan
 Ajia Morris
 Brian Kaberline
 Jessical Ramirez
 Amy Harris
 Ann Mesle

The meeting came out of closed session at 4:08 pm. on June 22, 2023.

X. Adjournment

The meeting was adjourned at 4:09 p.m.

Respectfully submitted: Sue Richter



Judy Morgan, Secretary

Next Meeting: August 17, 2023 - 2:30 p.m.