



CHILDREN'S
SERVICES
FUND
OF JACKSON COUNTY

Board of Directors Meeting Minutes

Penntower

3100 Broadway, Suite 130, Kansas City, MO 64111

Thursday, August 17, 2023 – 2:30 p.m.

Board Members Present:

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

Staff Present:

Rob Whitten (CEO)
Seth Baker
Shannon Dupree
Celeste Ortiz
Sue Richter
Katherine Rivard
Jovanna Rohs
Moji Shogbamimu
Bernadette Spooner Thompson

Guests, Affiliations

Nancy Atwater, Preferred Family Healthcare
Jim Giles, University Health
Louisa Spangler, Hope House
Terrance Waldren, CBIZ
Brent Wilson, CBIZ

- I. Call to Order Jessica Ramirez
The Children's Services Fund of Jackson County (CSF) meeting was called to order at 2:31 p.m.

- II. CSF Board Members and Guest Introductions Jessica Ramirez
New board members and staff were introduced. Roll call was taken, and 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 any comments regarding changes to the June 22, 2023, board meeting minutes circulated in the board packet. There were no changes forthcoming.

A motion was made to approve the June 22, 2023, board meeting minutes.
First: Judy Morgan Second: Amy Harris Motion: Approved
Aye: 7* Nay: 0 Abstention: 0

Note: Dir. Mesle was not available for the vote.

- B. Proposed Agenda Jessica Ramirez
In response to a request by Dir. Ramirez, there were no comments regarding needed changes to the proposed agenda circulated prior to the meeting.

- IV. Acceptance of the 2022 Audit Moji Shogbamimu
Mr. Waldren and Mr. Wilson provided a brief presentation of the 2022 audit results and financial highlights. These were also included in the 2022 Audit Reporting Package, and were reviewed in-depth with the Internal Affairs committee, prior to the board meeting. CBIZ indicated that CSF would have a clean and unmodified opinion, and there were also no changes to the audit plan or approach. This year there was one notable change regarding the adoption of new lease standards, effective January 1, 2022. This affected the methodology of accounting for leases in the financial statements.

Mr. Waldren also offered that there were new auditing standards for next year that could affect CSF. It is anticipated that the new auditing standards will impact the testing of auditing estimates and internal controls over IT.

Comments from the Board included a request that the draft be reviewed to ensure that any language referencing the CSF sunset be removed.

A motion was made to accept the 2022 audit upon confirmation that the audit report contains the appropriate tax percentage.
First: Brian Kaberline Second: Ajia Morris Motion: Approved
Aye: 8 Nay: 0 Abstention: .

V. Investing in Children

A. Financial Report –July 2023

Moji Shogbamimu

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

July 2023

Revenue

Category	2023 YTD	Budget
Tax Revenue	\$13.1M	\$25M
Investment Income	\$73k	\$300k
Interest Income (From State of MO)	\$17	
Total Revenue	\$13.2M	\$25.3M

Program Support

Core Funding	\$7.7M	\$16.4M
Capacity Building		\$3M
Collaboration	\$30k	\$3M
Total Program Support	\$7.7M	\$22.4M

Operating and Overhead

Category	2023 YTD	Budget
Personnel	\$461k	\$1.8M
Professional Contracts	\$132k	\$301k
Administration	\$21k	\$94k
Occupancy	\$28k	\$218k
Professional Insurance	\$13k	\$49k
Technology	\$3k	\$39k
Transportation	\$723	\$5k
Depreciation	\$6k	\$29k
Operating & Overhead (Total)	\$664k	\$2.5M
Total Expense	\$8.4M	\$24.9M

There were no atypical expenses reported for this period. All expenses remain underbudget.

2023 Financial Position		
Assets		\$20.9M
-Cash	\$ 5.8M	
-Investments	\$15M	
Liabilities		
-Contracts (2023)	\$ 6.1M	
-Contracts (2024)	\$ 2.8M	
-Capacity Building	\$3.7M	
Net Assets		\$8.2M

B. CSF Funding Opportunities Update

Jovanna Rohs

1. Core Funding:

a. Calendar Year 2024

Partner discussions are scheduled to be held August 21-31, 2023. The format will include a program overview, a partner response to CSF questions sent in advance, and time for any follow-up questions and next steps.

b. Academic Year 2024/2025 & 2025/2026

This process will begin on October 2, with interested organizations having access to the online letter of intent (LOI). LOIs will be due by October 27, 2023. An Information Session refresher will be held virtually in mid-September.

2. Capacity Building Awards

A slate of eight organizations for capacity building awards was recommended for funding by the External Affairs Committee as follows:

Organization	Length	Total Award
Amethyst Place	3 Years	\$120,000
Community LINC	1 Year	\$ 80,000
Emmanuel Family & Child Development Center	3 Years	\$210,000
Gordon Parks Elementary	2 Years	\$ 29,700
Mattie Rhodes Center	1 Year	\$ 40,000
Mother's Refuge	2 Years	\$ 52,500
Providence School of Arts	2 Years	\$ 74,500
Start at Zero	3 Years	\$240,000

2. Capacity Building Awards (continued)

The following is a breakdown of the total award amount to be reimbursed as shown over a three-year period:

Award Date	Total	Year One	Year Two	Year Three
10.1.2023	\$846,700	\$394,700	\$262,000	\$205,000

A motion from the External Affairs Committee was made to approve the recommended organizations, except for Providence School of the Arts.

First: External Affairs Committee Second: Amy Harris Motion: Approved
 Aye: 8 Nay: 0 Abstention: 0

A motion from the External Affairs Committee was made to approve Providence School of the Arts.

First: External Affairs Committee Second: Judy Morgan Motion: Approve
 Aye: 7 Nay: 0 Abstention: 1*

Dir. Mesle abstained due to a possible conflict of interest.

3. Collaboration Funding

CSF staff have vetted six projects, with four invited to apply for Collaboration Funding. The process for awarding funding will be slightly different, due to the anticipated increase in project cost/award size required for a collaborative effort. Staff will initially review applications and then applicants will be scheduled to present to the External Affairs Committee. The External Affairs Committee will then bring a recommendation to the full Board for approval.

VI. Strengthening Partners

Jovanna Rohs

Workforce Symposium (in partnership with the Community Mental Health Fund)
 The CSF has been approached by the Community Mental Health fund regarding co-sponsoring a behavioral health workforce symposium. The tentative plan would include a speaker, followed by afternoon workshop sessions to generate regional strategies.

VII. Honoring Community

CSF participation and attendance was reported as follows:

A. Kansas City Child Abuse Roundtable

The Roundtable has engaged in strategic discussions about its future and has developed a tentative revised mission statement and structure. The Roundtable has been underfunded as the dues structure has been kept low for non-profit participants. While The Children's Place has agreed to continue as the umbrella organization it is seeking other ways to fund continued work. The Roundtable is not a standalone organization; hence it does not have a 501(c)3 distinction. A proposal for CSF funding consideration is anticipated. That proposal would be shared with the External Affairs Committee and a fourth category of partner support may be appropriate for the 2024 budget.

B. National Adoption Association – Disproportionality in Child Welfare-KC Region
A group lead by Foster Adopt Connect has been doing work on both sides of the state line in conjunction with this association, looking at the disproportionality in Foster Care, particularly Black and Native American children who are significantly over-represented in state custody. One area of discussion and potential future focus is the concept of neglect versus poverty in driving removal from the home. There is work at the state level in reforming the Missouri Children's Division, including the creation of Prevention Teams.

C. Missouri Coalition for Children-Connected Communities/Thriving Children
This group is looking at the state of child welfare. One focus is again neglect versus poverty. National data indicates that a child enters foster care every two minutes, and only sixteen percent of these cases have been related to abuse, with the remaining cases due to neglect, which can be very subjective and confused with poverty. The St. Louis County CSF has funded a pilot project with this group.

Mr. Whitten suggested that within all these groups there is synergy waiting to be harnessed. CSF participation positions the fund to advance the need of these organizations and assist in finding a collaborative path.

D. Family Focused Treatment Association (FFTA) – Annual Conference
Mr. Whitten attended the recent FFTA annual conference. The overall focus of the conference was the Power of Prevention Programming, with valuable information that included both employee and elevated board engagement.

E. Jackson County Public Health
In July, this organization applied to participate in the PHEARLESS initiative out of the University of South Florida, funded in part by Robert Wood Johnson and Kresge, among others. Jackson County was one of 15 organizations accepted into this inaugural cohort. Mr. Whitten agreed to serve as one of two required community leaders for this cohort, and his focus on mental health.

VIII. Optimizing Organization

Rob Whitten

A. Organizational Updates

1. Staffing

New staff members, Bernadette Spooner Thompson, Program Officer and Celeste Ortiz, Contract Administrator were introduced. The Director of Impact and Strategy and the Administrative Assistant positions remain open. The recruitment of these open positions has been put on hold pending relocation.

Mr. Whitten thanked Ms. Richter on her five-year anniversary with the CSF.

2. Grant Management System RFP

The RFP has been written and with the addition of the Contract Administrator, it is anticipated that this will be released soon.

B. CSF Relocation

1. Project Update

Working through the final schematics for the new location, IT was brought in to determine appropriate locations for final sign-off. It is anticipated that the move will be completed sometime in December.

2. Technology Procurement

A review of the space with the Office Products Alliance Technology Division through their contract with Jackson County has resulted in a bid for all network configuration and cabling in the new location. This included equipment in all conference rooms, televisions and a fully integrated sound system and amplifier, microphones, speakers, and cameras. Mr. Whitten recommended the board approve a request for this technology funding not to exceed \$67,700.

In response to questions from board members, the following was offered:

- The expense will be capitalized with the assets added to the depreciation expense line on the budget.
- This expense is not currently in the budget and includes all parts and labor. Labor is anticipated at approximately \$11k.
- The only other technology expense that will occur is the move from Google to Microsoft and the additional purchase of some audit recommended software. These costs will not be related to relocation efforts.
- A significant amount of the hardware that is purchased could move when CSF relocates.

A motion was made to approve equipment installation and labor not to exceed \$67,700.

First: Ann Mesle
Aye: 8

Second: Brian Kaberline
Nay: 0

Motion: Approved

IX. Director and Guest Comments
September Board Meeting

Jessica Ramirez

Due to multiple scheduling conflicts, the September CSF Board Meeting will need to be rescheduled. Mr. Whitten will be reaching out to members to find a mutually convenient alternative date.

X. Adjournment

The meeting was adjourned at 4:00 p.m.

Respectfully submitted: Sue Richter



Judy Morgan, Secretary

Next Meeting: September Date TBD