



CHILDREN'S  
SERVICES  
FUND  
OF JACKSON COUNTY

## Board of Directors Meeting Minutes

Penntower

3100 Broadway, Suite 130, Kansas City, MO 64111

Thursday, September 27, 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

Jim Giles, University Health  
Louisa Spangler, Hope House

- I. Call to Order Jessica Ramirez, Chair  
The Children's Services Fund of Jackson County (CSF) meeting was called to order at 2:32 p.m.
- II. CSF Board Members Roll Call and Guest Introductions Jessica Ramirez, Chair  
Roll call was taken, and guests were invited to introduce themselves.
- III. Review and Approval of Meeting Minutes Jessica Ramirez, Chair
  - A. Dir. Ramirez called for a motion to approve or comment regarding changes to the August 17, 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: Ann Mesle

Second: Amy Harris

Motion: Approved

Aye: 8

Nay: 0

B. Proposed Agenda

Jessica Ramirez, Chair

There were no comments regarding needed changes to the proposed agenda.

IV. Investing in Children

A. Financial Report –August 2023

Ajia Morris, Treasurer/Moji Shogbamimu, Chief Financial Officer

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

August 2023

Revenue

Category	2023 YTD	Budget
Tax Revenue	\$16M	\$25M
Investment Income	\$317k	\$300k
Interest Income (From State of MO)	\$17	
Total Revenue	\$16.4M	\$25.3M

Program Support

Core Funding	\$8.6M	\$16.4M
Capacity Building	\$3k	\$3M
Collaboration	\$31k	\$3M
Total Program Support	\$8.6M	\$22.4M

Operating and Overhead

Category	2023 YTD	Budget
Personnel	\$561k	\$1.8M
Professional Contracts	\$143k	\$301k
Administration	\$24.6k	\$94k
Occupancy	\$34k	\$218k
Professional Insurance	\$13k	\$49k
Technology	\$3k	\$39k
Transportation	\$1k	\$5k
Depreciation	\$7k	\$29k
Operating & Overhead (Total)	\$787k	\$2.5M
Total Expense	\$9.4M	\$24.9M

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

2023 Financial Position		
Assets (8.31.23)		\$21.9M
-Cash	\$ 4.4M	
-Investments	\$17.5M	
Liabilities		
-Contracts (2023)	\$ 5.2M	
-Contracts (2024)	\$ 2.8M	
-Capacity Building	\$ 4.4M	
Net Assets		\$ 9.4M

Year-end projections indicate \$27M in revenue against a budget of \$25M. Additional partner support was anticipated at \$4.4M against a budget of \$22.3M. The resulting surplus was projected at \$11M. Mr. Whitten indicated that due to the surplus, additional funding scenarios would be brought to the External Affairs Committee for further consideration. It was also requested that scholarships for training or major sponsorship be investigated.

B. CSF Funding Opportunities Update

Judy Morgan, External Affairs Chair/Jovanna Rohs, Chief Program Officer

1. Core Funding:

a. Calendar Year 2024

It was reported that partner conversations with largely new organizations have been completed. During these discussions, an overview of the program, the history of the organization, and questions which had been forwarded prior to the meeting were addressed.

At the next External Affairs Committee staff recommendations will be shared for further discussion in preparation for BOD activity in October.

b. Academic Year 2024/2025 & 2025/2026

This funding process will open on October 2, with interested organizations completing a letter of intent (LOI). LOIs will be due by October 27, 2023. The LOI document has been streamlined with pulldowns for selections within the CSF Impact Framework. A narrative was included for organizations to share how the program fits within the service area proposed, target population and an overview of the project. A refresher of the process was also held mid-September with 22 organizations registered.

2. Capacity Building Awards

So far 35 applications have been approved. A calendar has been developed regarding application submittal dates and funding award dates to make it easier for planning purposes of the organization. The next opportunity for submission closes on October 16, 2023, for a contract start date of January 1, 2024. This same calendar for submission will be used for both Capacity Building and Collaboration.

3. Collaboration Funding

Two fully completed applications have been received and are currently under review internally by CSF staff. Due to the dollar amount and the new area of funding both the External Affairs Committee and staff determined it would be helpful for the partners to present to the Committee.

V. Strengthening Partners

Judy Morgan, External Affairs Chair/Jovanna Rohs, Chief Program Officer

Workforce Symposium (in partnership with the Community Mental Health Fund)

The CSF has partnered with the Community Mental Health Fund regarding the implementation of a behavioral health leadership summit. The summit will focus on recruiting and sustaining the behavioral health workforce. Invitations to attend were sent to all CSF partners. The Board was invited to attend on October 27, 2023, from 9 a.m. until 3:30 p.m. at the Kauffman Foundation.

VI. Honoring Community

Judy Morgan, External Affairs Chair/Rob Whitten, Chief Executive Officer

A. CSF 2022 Community Impact Report

A print copy of the 2022 CSF report was distributed to members. It was stated that it is also posted to the CSF website.

B. Jackson County Public Health – Eastern Jack InCoLab

This Jackson County community health improvement effort continues and will be on-going for the next year, with a focus on behavioral health and financial stability/affordable housing. CSF and Cornerstones of Care are co-leading the work being done in the mental health space.

C. Diverse Health Science Workforce

The current focus of this group has been scoping the challenges and producing solutions. Mr. Whitten serves on the steering committee while Dr. Rohs is participating in a workgroup.

VII. Optimizing Organization

Amy Harris, Internal Affairs Chair/Rob Whitten, Chief Executive Officer

A. Audit Vendor Selection (2023-2025)

In response to an RFP circulated to seven firms, there was only one respondent. The current audit firm, CBIZ, was then asked to respond to the RFP for comparison. The Internal Affairs Committee considered the two approaches:

1. Change to a new firm could potentially identify areas not previously found by the current audit firm.
2. Retain the current firm due to knowledge of all the changes being undertaken by the fund (i.e., increased revenue, new funding opportunities, projects already underway). Also, a new field team could assume oversight on the account to ensure a fresh approach to the audit.

Both firms provided a budget for 2023 with a \$2k difference. The remaining years' costs for the first respondent were unidentified due to inflationary costs, with CBIZ providing slightly increasing costs with inflationary costs included.

It was also noted that an extensive search for minority vendors was conducted, resulting in the identification of one minority vendor. This vendor was included in the distribution of the RFP; however, no response was received.

A recommendation from the Internal Affairs Committee was made to continue the relationship with CBIZ through a new three-year engagement. Also exercising the option for a new field team, with oversight by a new Senior Manager and continuing oversight by existing shareholder.

First: Committee                      Second: Ann Mesle                      Motion: Approved  
 Aye: 8                                      Nay: 0

B. CSF Relocation

Work in the suite and community room continues to move forward at 2345 Grand. To be transparent, Mr. Whitten shared that the technology work went over budget by \$363 with the furniture purchase under budget by \$2,203.

C. 2023 Conflict of Interest Disclosures

Conflict of Interest documents were distributed to Board Members for completion. These will be used during the 2023 audit.

VIII. Old/New Business

Jessica Ramirez, Board Chair

There was no old/new business offered.

IX. Director and Guest Comments

Jessica Ramirez, Board Chair

Dir. Ramirez acknowledged her appreciation for the work being conducted in addition to regular responsibilities required for the move.

Mr. Giles, University Health offered that there is a Mid-America LGBT Chamber of Commerce that could be included for future RFP opportunities.

X. Closed Session – CSF Contracts Discussion

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 CSF contracting."

First: Amy Harris                      Second: Ajia Morris                      Motion: Approved  
 Aye: Amy Harris, Brian Kaberline, Meg McCall, Monica Meeks, Ann Mesle,  
 Judy Morgan, Ajia Morris, Jessica Ramirez

The meeting was closed at 3:26 p.m. on September 27, 2023.

A motion was made to come back into open session.

First: Amy Harris                      Second: Ajia Morris                      Motion: Approved

Aye: Amy Harris, Brian Kaberline, Meg McCall, Monica Meeks, Judy Morgan, Ajia  
Morris, Jessica Ramirez

\*Ann Mesle departed meeting at 3:26 pm.

The meeting came out of closed session at 3:39 pm. on April 20, 2023.

XI. Adjournment

The meeting was adjourned at 3:42 p.m.

*Respectfully submitted: Sue Richter*



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Judy Morgan, Secretary

Next Meeting: October 19, 2023, 2:30 p.m.