



CHILDREN'S
SERVICES
FUND
OF JACKSON COUNTY

Board of Directors' Meeting Minutes

CSF Community Room
2345 Grand Blvd, 14th Floor, Kansas City, MO 64108
Thursday, August 15, 2024 – 2:30 p.m.

Board Members Present:

Amy Harris (Vice-Chair)
Judy Morgan (Secretary)
Brian Kaberline
Meg McCall
Monica Meeks

Board Members Absent:

Jessica Ramirez (Chair)
Aija Morris (Treasurer)

Guest Affiliations:

Cheryl Costabile, KVC- Niles
Jim Giles, University Health
Justin Horton, Cornerstones of Care
Mary Anne Metheny, Hope House
Louisa Spangler, Hope House

Staff Present:

Rob Whitten (CEO)
Russell Anderson
Seth Baker
Kia Cannon
Shannon Dupree
Jane Mosley
Celeste Ortiz
Katherine Rivard
Jovanna Rohs
Moji Shogbamimu
Bernadette Spooner Thompson

I. Call to Order

Amy Harris, Vice-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/Guest Introductions Amy Harris, Vice-Chair

Roll call was taken, and guests were invited to introduce themselves.

III. Review and Approval of Meeting Minutes

Amy Harris, Vice-Chair

- A. Dir. Harris called for a motion to approve or make comments regarding changes to the June 20, 2024, board meeting minutes circulated in the board packet. There were no changes forthcoming.

A motion was made to approve the June 20, 2024, board meeting minutes.
 First: Dir. Morgan Second: Dir. McCall Motion: Approved
 Aye: 5 Nay: 0

- B. There were no changes to the proposed agenda.

IV. Investing in Children

Amy Harris, Vice-Chair

- A. Partner Spotlight- Hope House, Mary Anne Metheny, CEO
 The organization's CEO, Mary Anne Metheny, gave a brief overview of the organization's mission, purpose and duties. Ms. Metheny discussed some of the initiatives, priorities and plans within the agency and gave an overview of the programs that CSF directly funds.
- B. Financial Report- Moji Shogbamimu, Chief Financial Officer
 A review of the financials circulated in the board packet was completed with the following highlights from May, June, and July 2024. Ms. Shogbamimu advised there are two repurchase agreements maturing before the end of 2024.

Revenue

Category	May 2024	June 2024	July 2024	YTD	Budget
Tax Revenue Received	\$3.1M	\$2.9M	\$2.8M	\$19.7M	\$32M
Investment Income	\$96k	\$8k	\$34k	\$285.2k	\$337k
Interest Income					
Total Revenue	\$3.2 M	\$2.9M	\$2.9M	\$20M	\$32.3M

Program Support

Category	May 2024	June 2024	July 2024	YTD	Budget
Core Funding	\$2.3M	\$1.1M	\$2.6M	\$9.4M	\$22.3M
Capacity Building	\$260k	\$225k	\$209k	\$964k	\$3.5M
Collaboration	\$576K	\$91k	\$103k	\$1.9M	\$3M
Community Projects	\$9k	\$3k	\$3k	\$112k	\$500k
Program Support (Total)	\$3.1M	\$1.4M	\$2.9M	\$12.3M	\$29.3M

Operating & Overhead

Category	May 2024	June 2024	July 2024	YTD	Budget
Personnel	\$144k	\$145k	\$140k	\$916k	\$2.2M
Professional Contracts	\$72k	\$81k	\$25k	\$271k	\$441k
Administration	\$5k	\$3k	\$16k	\$55k	\$105k
Occupancy	\$15k	\$16k	\$15k	\$100k	\$202k
Professional Insurance				\$42k	\$49k
Technology	\$600	\$200	\$400	\$6k	\$22k
Transportation	\$500	\$10	\$200	\$1400	\$7.5k
Depreciation	\$4k	\$4k	\$4k	\$26k	\$48k
Operating & Overhead (Total)	\$245k	\$248k	\$200k	\$1.4M	\$3.1M

Financial Position as of 7/31/24 YTD

Assets	\$28.7M
<i>Cash</i>	<i>\$8.7M</i>
<i>Investments</i>	<i>\$20M</i>
Contracts (2024)	\$15M
Capacity Building	\$6M
Collaboration	\$6.7M
Net Assets	\$941k

C. CSF Funding Opportunities- Judy Morgan, External Affairs Chair/Jovanna Rohs

a. Capacity Building Award

The external affairs committee met this month to discuss the slate of proposed funding for awards that will begin on October 1, 2024. There were 17 applications received last quarter with 4 being recommended for full funding, 7 applications being recommended for partial funding, and 6 are recommended for declination with feedback. Since August 2023 there have been 69 capacity building projects approved for funding with a projected cumulative amount to total \$7.5M.

A motion was made to approve the proposed Capacity Building Awards for funding to begin on October 1, 2024, with a total not to exceed \$770.3k over 3 years.

First: Dir. Morgan
Aye: 5

Second: Dir. Meeks
Nay: 0

Motion: Approved

Agency	Project Name	Duration	Total
Big Brothers Big Sisters	Strengthening Organizational Support for Matches & Families	3 Years	\$57k
Bridge Leadership Academy	Bridge Leadership Academy	3 Years	\$221k
Children's Center for the Visually Impaired	Strategic & Organizational Growth of CCVI	2 Years	\$55k
Citizens of the World School	Equipping Educators for a Restorative Community	1 Year	\$94k
First Call	Improving Accessibility & Navigability of First Calls' Web Presence	1 Year	\$35k
Grateful Education Foundation	Mental Health Instructional Frameworks	2 Years	\$127k
KC Girls Preparatory Academy	Creating Capacity for Staff through Social & Emotional Learning Support	2 Years	\$45k
KC Healthy Kids	KC Healthy Kids Enhancing Marketing and Revenue Strategies	2 Years	\$60k
Northeast Community Center	Crescendo	1 Year	\$45k
Seton Center	Capacity Building for Youth Mental Health Services	1 Year	\$6k
Transformation Visitation Home	Grow TVH	1 Year	\$25k
			\$770.3k

b. Future Capacity Building Funding

From internal discussions, Mr. Whitten brought before the board recommendations for the future of capacity building funding. Instead of the current quarterly funding, the recommendation is to have two cycles per year with a January 1 or July 1 start date with award duration lasting either one or two years. The proposal would also allow a program to carryover unused funds to the following year if at least 20% of an award remains unspent. There was board consensus on this recommendation.

c. Core Funding: Calendar Year 2025/2026 Update

Partner discussions have started and will continue through mid-September with a recommended funding slate to be brought to the board meeting in October 2024. The slate for funding is anticipated to total \$33-36M.

V. Strengthening Partners- Judy Morgan, External Affairs Chair/ Rob Whitten CEO

A. Workforce Initiative Follow-Up

CSF co-sponsored this initiative with the Jackson County Community Health Fund last fall. CSF hosted a follow up session in April where the participants brainstormed and collaborated around four different workforce initiatives. CSF staff has met with other funders interested in the initiative to strategize around the information generated during the follow up session. One identified need that seemed to have potential was the idea of implementing a regional training academy to create a central hub for various training requirements in the behavioral health space. This project is still in the brainstorming phase, and further discussions will continue regarding the possibility of this becoming a co-funded project with support from various community funders.

B. Partner Convenings

The CSF staff has been discussing the Children's Services assessment and agency strategic planning and has determined that before the next round of funding is open there needs to be a review of how the CSF service area definitions are viewed by partners. As such, convening with the partners to allow for their feedback and suggestions in conjunction with the Children's Service assessment will launch later in the year.

VI. Honoring Community- Judy Morgan, External Affairs Chair/ Rob Whitten CEO

A. Children's Services Assessment

Jane Mosley, Director of Impact has started the initial engagement with the Liming Group, LLC, who will facilitate the research for the assessment. CSF hosted an assessment kickoff with The Liming Group, LLC earlier this month with about 80 attendees from various partners. The goals of the kickoff were to discuss the process of the assessment from a high level and to solicit feedback and information about the programs and services CSF funds. Ms. Mosley shared some of the slides from the kickoff and discussed the next steps of this project.

B. CSF Community Room Use

We have had over 30 partners use the room so far in 2024. We have already begun scheduling events for 2025, and the community room continues to be a vital resource for our partners.

VII. Optimize Organization- Amy Harris, Internal Affairs Char/Rob Whitten, CEO

A. Organizational Updates

1. **Grant Management Software- Celeste Ortiz, Contract Administrator**
CSF staff meets weekly with the Fluxx implementation team to work through the implementation process, including mapping processes, building out the portal, data migration, blueprint planning, and training

staff. We have completed 2 of 4 data migrations to Fluxx software with a scheduled target go-live date of 12/1/24. Ms. Ortiz gave a brief high-level demo of the software and how the portal would look from an applicant standpoint. Contracts for 2025-2026 will launch on the Fluxx portal.

2. Board Survey Follow Up- Rob Whitten, CEO
Mr. Whitten discussed some of the feedback from the board survey and proposed changes to the board meeting cadence for 2025. The proposal includes 6 regular meetings per year (February, April, June, August, October, and November), remaining on the third Thursday of the month, from 3pm-4:45pm, one working session in January with potential additional working sessions to be added in September if needed, and special meetings called throughout the year if needed. Board members will still get a monthly update of organizational business and financials during months meetings are not held. After discussion, the board agreed with this plan.
3. Other updates
 - i. CSF Strategic Planning
Staff have had discussions regarding the values of the organization in relation to the connection of the CSF mission and vision, and the team continues to solidify the values of the organization for eventual board review.
 - ii. CSF Policy and Procedure
Since the organization's inception the staff has crafted policies and procedures as needed in the moment. However, with a full staff and no sunset there needs to be additional work on more thorough policy and procedures. Sue Richter is working on this project. CSF leadership has determined four areas of policy and procedure being developed will include governance, financials, program, and management. Once policies and procedures are drafted, they will be brought to the board for review and approval.
 - iii. OMNI Update
The fund is still working with OMNI Human Resources. Initial work focused on and audit of I-9 documents, and focus has shifted to reviewing/revising job descriptions for the staff as a component of building out a new performance management approach, to include professional development plans. Future projects include the personnel handbook updates, and support around management policies.
 - iv. CSF Climate
One of the first initiatives for Mr. Anderson, the Director of Health Equity, was a climate survey for the CSF staff to get a baseline of how staff felt from an equity and belonging perspective in the workplace and the agency climate. One change based on the survey was to close the CSF office on

federal holidays for meetings and room reservations. PTO updates with the staff were discussed. Leadership is still working on other items from the survey in support of strengthening the climate and culture of the organization.

VIII. Old/New Business Amy Harris- Vice-Chair

None noted.

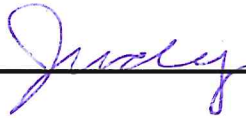
IX. Director and Guest Comments Amy Harris, Vice-Chair

None noted.

X. Adjournment

The meeting was adjourned at 3:53pm

Respectfully submitted: Kia Cannon


Judy Morgan, Secretary