



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, September 19, 2024 – 2:30 p.m.

Board Members Present:

Jessica Ramirez (Chair)
Judy Morgan (Secretary)
Meg McCall
Monica Meeks

Board Members Absent:

Amy Harris (Vice-Chair)
Ajia Morris (Treasurer)
Brian Kaberline

Staff Present:

Rob Whitten (CEO)
Russell Anderson
Seth Baker
Kia Cannon
Shannon Dupree
Jane Mosley
Celeste Ortiz
Katherine Rivard

Guest Affiliations:

Tahir Atwater, Jackson County CASA
Katie Brayer, Crittenton Children's Center
Cheryl Costabile, KVC- Niles
Jim Giles, University Health
Justin Horton, Cornerstones of Care
Jada Nunez, Crittenton Children's Center
Tiffany Stanley, Synergy Services

- I. Call to Order Jessica Ramirez, Chair

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

- II. CSF Board Roll Call/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 make comments regarding changes to the August 15, 2024, board meeting minutes circulated in the board packet. There were no changes forthcoming.

A motion was made to approve the August 15, 2024, board meeting minutes.

First: Dir. Morgan Second: Dir. McCall Motion: Approved
Aye: 4 Nay: 0

B. Proposed Agenda Jessica Ramirez, Chair
There were no changes to the proposed agenda.

IV. Investing in Children Jessica Ramirez, Chair

A. Financial Report- Rob Whitten, CEO

i. A review of the financials circulated in the board packet was completed with the following highlights from August 2024.

Revenue

Category	August 2024	YTD	Budget
Tax Revenue Received	\$3M	\$22.6M	\$32M
Investment Income	\$126k	\$411k	\$337k
Interest Income			
Total Revenue	\$3.1M	\$23M	\$32.3M

Program Support

Category	August 2024	YTD	Budget
Core Funding	\$631k	\$10M	\$22.3M
Capacity Building	\$59k	\$1M	\$3.5M
Collaboration	\$0	\$1.9M	\$3M
Community Projects	\$4k	\$116k	\$500k
Program Support (Total)	\$694k	\$13M	\$29.3M

Operating & Overhead

Category	August 2024	YTD	Budget
Personnel	\$141k	\$1.1M	\$2.2M
Professional Contracts	\$16k	\$296k	\$441k
Administration	\$1600	\$47k	\$105k
Occupancy	\$16k	\$115k	\$202k
Professional Insurance	\$0	\$37k	\$49k
Technology	\$300	\$8k	\$22k
Transportation	\$0	\$1400	\$7.5k
Depreciation	\$3500	\$30k	\$48k
Operating & Overhead (Total)	\$178K	\$1.6m	3.1m
Total Expense	\$871k	\$14.6m	\$32.2M

Financial Position as of 8/31/24 YTD

Assets	\$29.3M
<i>Cash</i>	\$11.8M
<i>Investments</i>	\$17.5M
Liabilities	
Contracts (2024)	\$13.4M
Capacity Building	\$6M
Collaboration	\$6.7M
Net Assets	\$2.2M

- ii. 2024 Year End Projections. The fund is on track to outperform the original 2024 budget, ending with an anticipated surplus of \$7M. Dir Morgan suggested the 2024 budget be amended/updated based on these new projections for the year (outlined below). When asked, Mr. Whitten shared that Core Funding had a projected utilization of 83-85% for the year.

Projected Revenue - 2024

Category	Budget	Projection
Tax Revenue	\$32M	\$33.2M
Investment Income	\$337k	\$812k
Total Revenue	\$32.3M	\$34M
Variance/Surplus		\$1.6M

Projected Program Support - 2024

Category	Budget	Projection
Core Funding	\$22.3M	\$19M
Capacity Building	\$3.5M	\$2.9M
Collaboration	\$3M	\$2.5M
Community Projects	\$500k	\$146k
Program Support (Total)	\$29.3M	\$24.4M
Variance/Surplus		\$4.9M

Projected Operating & Overhead - 2024

Category	Budget	Projection
Personnel	\$2.2M	\$1.7M
Professional Contracts	\$441k	\$492k
Administration	\$105k	\$58k
Occupancy	\$202k	\$165k
Professional Insurance	\$49k	\$52k
Technology	\$22k	\$16k
Transportation	\$7.5k	\$7k
Depreciation	\$48k	\$42k
Operating & Overhead (Total)	\$3.1M	\$2.5M
Variance		\$576k

Year End Position - Projected

Category	Budget	Projection
Total Revenue	\$32.3M	\$34M
Program Support	\$29.3	\$24.4M
Operating & Overhead	\$3.1M	\$2.5M
Total Expenses	\$32.3M	\$26.9M
Projected Variance/Surplus		\$7.1M

- B. CSF Funding Opportunities Judy Morgan, External Affairs Chair/Rob Whitten, CEO
 - i. Core Funding: Calendar Year 2025/2026

Partner discussions have concluded as of last week with a recommended funding slate scheduled to be brought to the Board meeting in October 2024, following a review by the External Affairs Committee meeting that

same month. The anticipated slate for funding will be aggressive and is expected to surpass the \$35-36M figure previously discussed.

ii. New Funding Category Discussion: Cultivating Funding

After the recent partner conversations, it was determined that some agencies may need additional support to gear up for having a Mental Health/SEL project that relies solely on a fee for service reimbursement model. As such, the CSF team discussed the creation of a new funding category that would provide specific support for emerging agencies/programs. The approach would be asset-based and would work to strengthen agencies in their approach. The goal of this new category would be to prepare organizations for traditional Core Funding during our next open funding opportunity. This new category would be labeled "Cultivation" and would use reimbursement of actual expenses to support partners in this category. After discussion, the board agreed to consider projects under this new category as part of the slate for 2025/2026.

C. KCBJ Listing- Charitable Trusts and Foundations

The Fund was listed in the Kansas City Business Journal annual listing of largest grant funders in the Kansas City metro area, with the CSF coming in at #18 with disbursements of 18.95M in awards in 2023.

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

A. Partner Convenings

During discussions around the Children's Services Assessment and agency strategic planning, the need to convene partners continued to be identified. This has been communicated as a prior need, but the CSF has lacked capacity to lead in this regard. CSF staff determined that now is the time to launch this idea, and that the initial convenings will be organized around the ten service areas supported by the Fund. The goal is to assess if our current definitions and understanding of these areas remain accurate and appropriate in meeting the needs of Jackson County children. The convenings will be concurrent with the Children's Services Assessment around the topics of service area definitions, billing units, and discussion around future convenings. The staff is targeting Q4 of this year to kickoff convenings.

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

A. Children's Services Community Assessment

Jane Mosley, Director of Impact, has been engaged with the Liming Group, LLC, who is facilitating the research for the Children's Services Assessment. CSF hosted an assessment kickoff last month, and we are now moving into qualitative surveys and focus groups. As we have worked with The Liming Group, it has become apparent that additional focus groups and interviews with caregivers of Jackson County children will benefit the effort, as well as a mid-point check-in with partners, which is scheduled for October 30th. With these additional components, the scope of work will increase by \$12,500. The board was asked to approve this additional expense.

A motion was made to approve the expanded scope of work with The Liming Group, LLC for further work with the Children's Services Assessment not to exceed \$12,500.

First: Dir. McCall
Aye: 4

Second: Dir. Morgan
Nay: 0

Motion: Approved

B. CSF Community Room Use

The Fund has had over 30 partners use the room or have the room reserved for future 2024 dates. There have already been multiple reservations for 2025, and the Community Room continues to be a vital resource for our partners.

C. United Way KC Strong Fund Disbursements

Mr. Whitten discussed the United Way KC Strong Fund that resulted from the Super Bowl parade tragedy in February 2024. There were over 4000 donors to this initiative, with contributions totaling over \$2M. CSF contributed \$75k, which was the fifth largest. The dollars from CSF have been disbursed to agencies with which the CSF already has a funding relationship, a decision made jointly between leadership at both the United Way and the CSF.

D. Kid's Win Missouri Anniversary Celebration

CSF is the Champion Sponsor for this event next month at the Guadalupe Center. Kids Win Missouri is an organization that does policy and advocacy work on behalf of all Missouri children and will be celebrating its tenth anniversary. Board and staff are welcome to attend.

VII. Optimize Organization- Rob Whitten, CEO

A. Organizational Updates

1. Grant management software- Celeste Ortiz, Contract Administrator

CSF staff continues to meet weekly with the Fluxx implementation team. The goal is for contracts for 2025-2026 to launch on the Fluxx portal. The team is still working through some of the reporting for demographics and the budget piece of the buildout. Three of the four scheduled data migrations to Fluxx software have occurred, and we are still targeting a "go-live" date of 12/1/24.

2. Other Updates

i. CSF Policy and Procedure

Since the organization's inception the staff has crafted policies and procedures as needed in the moment. However, with the re-authorization behind us and a full staff in place, a more comprehensive approach to policy and procedures is needed. Sue Richter continues to work on a special project of building out a comprehensive policy and procedure manual for the organization. CSF leadership has determined the first four areas of policies to be crafted include Governance, Finance, Programs, and Human Resources. Once each section of policies has been drafted, they will be reviewed by the Internal Affairs Committee prior to presentation to the full Board for approval. In addition, Mr. Whitten advised that an updated Conflict of Interest Disclosure for 2024 will be provided to the Board at the October board meeting.

ii. OMNI Staff Change

CSF has had an assigned consultant from OMNI during our engagement who has since left the HR firm. Mr. Whitten is meeting with OMNI in the next few days to discuss a new representative to work with CSF regarding HR needs and discuss expectations of the HR firm. The previous consultant was working on job descriptions as a precursor to working on a system for performance management.

3. 2025: Looking Ahead

Mr. Whitten covered the new meeting cadence and start time for 2025. The January 2025 board working session will be adjusted by two weeks to allow for Children's Services Assessment data to be provided and reviewed by staff.

VIII. Old/New Business

Jessica Ramirez-Chair

None noted.

IX. Director and Guest Comments

Jessica Ramirez-Chair

Dir. Ramirez reminded the board the need to go into closed session to discuss annual evaluations before the next board meeting in October and will collaborate with Mr. Whitten for a virtual meeting date.

X. Adjournment

The meeting was adjourned at 3:34pm

Respectfully submitted: Kia Cannon


Judy Morgan Secretary