



Board Meeting Minutes
Wednesday, December 16, 2020
5:30 p.m.

St. Louis County Children's Service Fund - Boardroom
6763 Page Ave., Ste. 201
St. Louis, MO 63133

I. Call to Order

Board Chair Randall Sterkel called the meeting to order at 5:32 pm

Board Members on Webinar

Randall Sterkel, Joseph Zelle, William A. Douthit, and Susan Block

CSF Staff

Emily Koenig, Tammie Crumble, Patrick Fox, Karyn Spory, Meghan Jendusa, Elaine Kube, Tom Mennerick, James Eckrich, C. Ming Saelee and Rachelle Siverly

St. Louis County Counselor Staff

Emily Allison

II. Roll Call

Rachelle Siverly, Assistant to the Acting Executive Director

III. Public Comments

There were no public comments

IV. Stakeholder Presentations

Serena Muhammed presented on the Regional Response Team

V. Board Meeting Minutes Approval

A. Thursday, November 12, 2020- Performance and Program Committees Meeting Minutes Approval

A motion to approve was made by Block and seconded by Douthit. All voted in favor

B. Wednesday, November 18, 2020- Board Meeting Minutes Approval

A motion to approve was made by Block and seconded by Zelle. All voted in favor.

VI. Old Business

There was no old business to discuss

VII. New Business



A. Unit Transfer Request | Family Forward

William Douthit, Program and Performance Committees Chair presented to the board Family Forward's transfer request. Family Forward's Comprehensive Community Services for Children and Families program by the end of October, has utilized 36.4% of contracted funding. This request is not to expand services but maintain a funding source for current clients receiving services as well as those on the waitlist or seeking services. Utilization rates and clients served are expected to remain similar to the previous 10 months of this contract.

In September of 2020, the CSF Board approved to accept Family Forward's request to remove Respite Care Services from their contract as they will no longer offer Respite Care for medically fragile children. Although the program was discontinued, there are remaining unspent funds. The agency is requesting \$60,030.57 from their Respite Care for Medically Fragile Children program to transfer to their Comprehensive Community Services for Children and Families program. \$34,484.06 would be for their Family Therapeutic Counseling unit of service and \$25,534.73 would be for the Case Management unit of service.

A motion to approve the Family Forward transfer request was made by Douthit and seconded by Zelle. All voted in favor.

B. New Unit Request | Center for Behavioral Health

William Douthit, Performance and Program Committees Chair presented the new unit request for the Center for Behavioral Health. The Center for Behavioral Health has requested to add the Non-Therapeutic Counseling (Office) 99402 unit to its Psychological Evaluations for St. Louis County Children and Adolescents program. The program currently has the telehealth and community-based equivalent of this unit. During the ongoing pandemic, Center for Behavioral Health has seen an increase in telehealth utilization but have been largely unable to provide community-based services due to access restrictions at most schools. Moreover, families who are unable to utilize telehealth services currently cannot access individualized mentoring services. The Non-Therapeutic Counseling (Office) unit will enable the program to provide this service at their office locations for families who need in-person services. The agency has rigorous health and safety precaution measures in place for all in-person services. Center for Behavioral Health has requested an expedited COVID-19 review of the new unit request.

CSF does not have any concerns with this request and recommends approval.

Douthit made a motion to approve the new unit request and Zelle seconded. All voted in favor.

C. Finance Committee Update

Joseph Zelle, Finance Committee Chair provided the Finance Committee update to the board.

Fund Balance Estimate



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- Estimated 2020 ending fund balance is \$25,858,831.35. This is inclusive of \$20 million reserve and is based on the following assumptions:
 - All agencies will fully utilize available 2020 award amounts.
 - Likely full utilization of awarded amounts encumbered for 2020 will not occur however these funds will carry forward to be used through June 30, 2022.
 - All budgeted administrative amount will be utilized.
 - This also is unlikely to be fully spent.
 - Remaining budgeted sales tax revenue is based on YTD performance through September 30, 2020.

YTD Sales Tax Revenue

- Sales tax revenue earned for the nine months ending September 2020 is \$31,258,468.
 - This is \$1,221,069 (or 3.91%) under what was originally budgeted.
 - There have been several revisions by the budget office. We do not anticipate in 2020 to be impacted more than the 3.91% observed YTD

Douthit asked if CSF expected expenditures would go into the CSF reserve fund and Zelle said they would not.

Koenig stated that CSF would work with the P & P Committee in January to flush out strategies after surveys from community stakeholders are received. CSF will see how we can meet their needs without going into reserve.

The next Finance Committee Meeting will be in February 2021.

VII. Acting Executive Director's Report

- CSF has reviewed the surveys and preliminary data that was sent out to schools. This data will be used to make a recommendation to the board at the next Program and Performance Committees Meeting in January of 2021.
- The Juvenile Detention Initiative met today to discuss the Raise the Age bill from 17 years old to 18 years old. Prosecuting Attorney Bell stated he will not try 17-year old's as adults starting on January 1, 2021. Koenig reminded the attendees that CSF does help youth up through age 19. Other issues brought up in the meeting were, during the pandemic many students have not been logging in to attend virtual classes and students are looking for work instead. This has become a delinquency issue that as of now the Family Courts have decided not to pursue but instead will focus on needs.
- Courtnie Scott-Cammarata has been working on a proposal with the St. Louis County Library to have social workers in select locations. The concept paper will be presented to the Performance and Program Committees meeting in January.



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- CSF is still assisting the County with the Humanitarian effort under CARES.
 - CSF posted two new positions. One for a part-time special projects person and the other, a full-time position for a second data and analyst person.
 - Koenig thanked the board and the CSF team for all their hard work this year.

VIII. Announcements

There were no new announcements

VIII. Next Board Meeting

Wednesday, January 20, 2021

5:30 p.m.

St. Louis County Children's Service Fund - Boardroom

6763 Page Ave., Ste. 201, St. Louis MO, 63133

IX. Adjournment

Zelle made a motion to adjourn and was seconded by Sterkel. All voted in favor and meeting adjourned at 6:26 PM.