

BOONE COUNTY CHILDREN'S SERVICES BOARD MEETING
Hybrid Meeting: Virtual Meeting or Boone County Community Services
Department, 605 E Walnut, Ste. A, Columbia, MO

Thursday, June 8, 2023 at 8:00 a.m.

MINUTES

Board Members Present in Person: Leigh Spence

Board Members Present via Videoconference: Lynn Barnett, Connie Leipard, Bob Aulgur, Rodney Dixon, Greg Grupe, Sebastian Martinez Valdivia, Wiley Miller

Board Members Absent: Michele Kennett

Staff Present: Joanne Nelson – Boone County Community Services Department Director, Kristin Cummins – Boone County Community Services Deputy Director, Michelle Thompson – Boone County Community Services Program Specialist, Lenna Peterson – Boone County Community Services Department Program Diversity, Equity, and Inclusivity Specialist, Gina Jenkins – Boone County Community Services Data & Performance Analyst, Kerby Sloyer – Boone County Community Services Administrative Coordinator

Guests: Jacob Flowers – Boone County Senior Accounting and Financial Analyst

1. Open Meeting

Leigh opened the meeting at 8:02 a.m.

2. Introductions

Leigh asked that all attendees introduce themselves and their affiliations to the Children's Services Board. Rodney Dixon, Workforce Development Associate for Equipment Share, joins the Board as a new member. Sebastian Martinez Valdivia, Assistant Professor of Documentary Journalism for the University of Missouri, joins the Board as a new member. Jacob Flowers attended this meeting to give general insight on how to interpret data from the Financial Reports each month.

Wiley Miller joined the meeting at 8:09 a.m.

3. Financial Report for June 8, 2023

Jacob Flowers reviewed the financial report and gave insights on how to extrapolate desired data from the financial report. He notes that the Net Position figure is generally truer than the fund balance due to accounting for expenditures and revenues. The current Net Position is approximately \$9,367,537.00. Budget to Actual refers to the differences in planned expenditures and revenues compared to actual fund activity. Jacob explained that in the Monthly Comparison section, a negative sales tax in January shows because those funds were received from December's taxes.

Jacob Flowers left the meeting at 8:16 a.m.

Joanne shared that KVC completed its purchase of Great Circle's assets and is in the process of assuming the CSF contract that Great Circle held.

Joanne reviewed the Fund Investments from 2013 to 2022. Noticeable changes include the Administrative Cost of the Fund, which rises through the years as the Community Services Department is created, staffed, and expanded. Greg Grupe mentions that an Administrative Cost of up to 16% is typical for most funds. Program utilization rates in past years were higher at 85% and dipped significantly in 2019 and 2020 due to the pandemic restricting service accesses and other logistic issues. Joanne points out that the 2022 utilization rate shows great recovery of funded programs. As is required by the County for any tax fund, 17% of the fund balance is invested by the County Treasurer. This portion is kept in a separate account from other County funds.

Lynn motioned to approve the financial report. Wiley seconded the motion. The motion passed.

Leigh proposed moving the closed session items up in the agenda order due to reported schedule conflicts for some Board members to ensure that quorum is retained for voting measures.

Greg motioned to approve the agenda amendment. Bob seconded the motion. The motion passed.

4. Motion & Vote for Closed Session Pursuant to RSMo §610.021(3)(11)(12)

Lynn moved to go into closed session at 8:39 a.m. Sebastian seconded the motion.

Roll call: Leigh – yes, Lynn – yes, Bob – yes, Connie – yes, Sebastian – yes, Rodney – yes, Wiley – yes, Greg – yes

Wiley motioned to approve the renewal of the next 6-month contract for Boys & Girls Clubs at \$139,697.08. Connie seconded the motion.

Roll call: Leigh – yes, Lynn – yes, Bob – yes, Connie – yes, Sebastian – yes, Rodney – yes, Wiley – yes, Greg – yes

Bob motions to approve the staff’s proposal that the responses from the RFP #26-11JUN23 be sent to all board members for review in July and August, and that the Board will convene their thoughts at the August CSF Board meeting. Lynn seconded the motion.

Roll call: Leigh – yes, Lynn – yes, Bob – yes, Connie – yes, Sebastian – yes, Rodney – yes, Wiley – yes, Greg – yes

Sebastian left the meeting at 8:58 a.m.

Lynn motioned that the board request the MU Department of Psychiatry repay 2022 overbilling in the amount of \$31,041.36 via check. Rodney seconded the motion.

Roll call: Leigh – yes, Lynn – yes, Bob – yes, Connie – yes, Rodney – yes, Wiley – no, Greg – yes

5. Motion & Vote to come out of Closed Session Pursuant to RSMo 610.021(3)(11)(12)

Bob motioned to come out of closed session at 9:12 a.m. Wiley seconded the motion.

Roll call: Leigh – yes, Lynn – yes, Bob – yes, Connie – yes, Rodney – yes, Wiley – yes, Greg – yes

6. Approve Minutes for May 11, 2023 Meeting

Wiley motioned to approve the previous Board meeting minutes. Connie seconded the motion. The motion passed.

7. New Business

- **In-Person Meetings-** Leigh would like the Board to meet entirely in-person at an agreed upon interval. Joanne adds that historically the Board meetings were hosted in the County Chambers, and there is no virtual set-up in this space. The Board agrees to have an in-person meeting for the scheduled September Board meeting.
- **July Board Meeting-** Leigh asked the Board members if there is any dissent to cancelling the July Board meeting. Leigh and Joanne will be out of office for long periods of time, and rescheduling attempts have not proven successful due to conflicting schedules. The Board agrees to cancel the July meeting.

- **Board Members Name Tags-** The Board reviewed drafts of possible name tag designs, and selected the desired pattern to include individual names, the title of Board Member, and County and CSF logos. The name tags will be ordered by staff.

8. Director's Update

- **Staff Update & Organization Chart-** Joanne shared that the Program Manager role has been filled by Verna Laboy, who will join the Department on June 20th. Lenna Peterson recently joined the Department as the Program, Diversity, Equity, and Inclusion Specialist. Joanne reviewed an updated organization chart for the department, which reflects that Kristin and Michelle will take on a focus in contracts. Verna and Lenna will be completing Results Based Accountability (RBA) certifications.
- **Site Visits-** Boys & Girls Clubs site visit was attended by department staff and representatives from Heart of Missouri United Way and went well. Department staff also conducted the site visit for the Boone County Nature Schools, which went well. Both programs are responding to follow-up questions.
- **Strategic Innovation Opportunities-** Job Point's Columbia Builds Youth contract is currently in progress. Journey towards Inclusive Excellence Keynote Speaker contract is in progress.
- **Meetings with Organizations Not Currently Funded-** Joanne has met with several organizations who are interested in learning about the CSF and funding processes. She notes that there has been a large up-tick in interest lately and has been informing interested parties on the requirements and RFP process. Joanne notes that many of these organizations are interested in Strategic Innovation Opportunity processes as well.
- **Upward Mobility-** All workgroups continue to meet. The Fair and Inclusive Housing group is in the process of dividing into two segments—one focused on planning and zoning aspects, the other focused on second chance leasing.
- **Housing Study-** The City of Columbia and Boone County are both funders in-part of the Housing Study RFP that the department is finalizing.

9. Consulting Services for Assessment of Success of the Programs Provided to Promote Well-Being of Children in Boone County – RFP#26-11JUL23

The Board agreed that all pertinent discussion of the RFP#26-11JUL23 occurred in closed session.

10. Missouri Foundation for Health Grant – Results Based Accountability (RBA) Update

Kristin shared that the May 24th RBA training hosted by the department was a success, with 51 total attendees representing 39 different community organizations. Pre-training and post-training surveys feedback was collected from participants, and 75% of attendees indicated wanting to implement RBA tactics on their programs. Continued collaboration was the top suggestion for best practices to help implement RBA. The department is planning a Learning Lab event to follow up and connect cohort one and cohort two participants.

Lynn left the meeting at 9:34 a.m.

11. Committee Discussion

The Board agrees that the current committee structure should remain, with the exception of formalizing the Diversity, Equity, and Inclusion committee. Joanne suggests that the Administrative Policy & Bylaws committee add several members as the bylaws must be reviewed in 2023. The department will create and send out a survey link to the Board for members to indicate interest in committees. Connie suggests that the Board recruit non-Board members into committees from the community, and that this would also help future Board recruitment efforts. Joanne adds that we would have a stipulation that the non-Board members be advisory but non-voting roles. Connie adds that once the committees are finalized each committee should set a consistent meeting schedule.

12. Public Comment

The July Board meeting is cancelled. The Board will meet in a hybrid format in August. The September Board meeting will be in-person.

13. Adjourn

Leigh adjourned the meeting at 9:43 a.m.

**NEXT MEETING:
August 10, 2023 at 8:00 a.m.**