

**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, February 8, 2024 at 8:00 a.m.*

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**MINUTES**

**Board Members Present:** Leigh Spence, Lynn Barnett, Sebastián Martínez Valdivia, Greg Grupe, Rodney Dixon, Wiley Miller, Michele Kennett, Bob Aulgur, Connie Leopard

**Staff Present:** Kristin Cummins – Boone County Community Services Deputy Director, Verna Laboy – Boone County Community Services Department Program Manager, 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 Webb – Boone County Community Services Administrative Coordinator

**Guests:** Jessica Macy, Kasey Hammock

**1. Open Meeting**

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

**2. Introductions**

Board members and Community Services Department staff introduced themselves. Jessica Macy and Kasey Hammock introduced themselves and their organization, Partner for Better.

**3. Children’s Services Fund (CSF) Study Update**

Kasey shared an overview of the CSF Study, which will be conducted via a four-step plan. The first step includes gathering, cleaning, and analyzing administrative data. This data is collected from the Community Services Department, the Boone Indicators Dashboard (BID), as well as external data from the state and federal databases. Step two involves community surveys, which seek to gather the voice of the County on accessibility, quality, diversity, and equity of services.

This will be followed by the third step of focus groups and interviews. These groups will provide context to the gathered data and community responses and provide a history of services and anticipated needs. The fourth step culminates these efforts into a final report with a target release date of December 2024.

Kasey and Jessica reviewed an updated timeline for the four steps of the study. Department and BID data analysis continues. Findings so far align with initial findings from 2014 and the 2019 study. The community survey has been released to the public for their responses, with an expanded survey base into rural Boone County in comparison to the 2019 study. Community survey questions include some new questions as well as prompts reused from the past study for continuity. Partner for Better will report to the Board in May with findings from the community survey.

Greg proposed that the survey be sent to the Family Access Center of Excellence (FACE) Board of Representatives, school district superintendents, and former CSF Board members for their input. Kristin will share out the survey distribution plan to the Board after the meeting concludes.

Michele Kennett joined the meeting at 8:12 a.m.

Connie Leopard joined the meeting at 8:19 a.m.

Wiley Miller joined the meeting at 8:23 a.m.

Jessica Macy & Kasey Hammock left the meeting at 8:26 a.m.

**4. Motion & Vote for Closed Session Pursuant to RSMo §610.021(11)(13)**

Rodney motioned to go into closed session at 8:26 a.m. Sebastián seconded the motion.

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

Connie motioned that the Board approve the Grassroots Funding Opportunity RFP evaluation process as proposed by the Department. Michele seconded the motion.

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

**5. Motion & Vote to come out of Closed Session Pursuant to RSMo 610.021(11)(13)**

Rodney motioned to come out of closed session at 8:45 a.m. Connie seconded the motion.

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

**6. Approve Minutes for December 14, 2023 Meeting**

Lynn motioned to approve the previous Board meeting minutes. Sebastián seconded the motion. The motion passed.

**7. Financial Report for September 14, 2023**

- **Update on Low Utilization-** The Board reviewed low utilization rates by the end of 2023. Compass Health utilization rate is lower than anticipated due to it being a new program that took part of the year to reach full staffing and access. Rainbow House utilization rate is low and has been lower than anticipated in past funding years as well – their contract funding has been lowered for 2024. Presbyterian utilization has historically been quite low, and is at less than one percent for 2023 – the program was not renewed for 2024 funding.
- **Sales Tax Revenue-** Revenue is a little higher than expected, as it is likely that December deposits and January deposit have yet to be separated out. Interest revenues are not yet available due to the earlier report run date.

The fund's net position is approximately \$9,338,370.

Connie motioned to approve the financial report. Greg seconded the motion. The motion passed.

**8. New Business**

The Board notes no new business to discuss that is not outlined on the existing meeting agenda.

**9. Bonterra Contract**

Bonterra's client services gave an incorrect quote for 2024 services prior in 2023. The corrected quote was made available to the Department in late January and is in the amount of \$4,736.51.

Bob motioned to approve the 2024 Bonterra contract. Lynn seconded the motion. The motion passed.

**10. FACE Board of Representative (BOR) Policies and Procedures**

The FACE BOR functions as a guidance role, not an authoritative one. The Department suggests removing term limits upon BOR members but retaining Chair and Vice-Chair positions. BOR members are sourced by the community and standing BOR members but are voted into assignment by the CSF Board.

Michele motioned to approve revising the FACE BOR policy and procedure regarding term limits. Sebastián seconded the motion. The motion passed.

Michele Kennett left the meeting at 9:18 a.m.

#### **11. Director's Update**

- **Upward Mobility-** Attendance is growing in the groups and momentum continues. Verna shared that the workgroups have begun meeting in the new year and are progressing with strategic action items as guides. Affordable Housing Committee is meeting in subcommittees to target key interests. Early Grade Literacy is networking with rural Boone County superintendents.
- **Housing Study-** The Boone County Housing Study is the only current project for Amarach Planning Services. A county wide survey is being developed, with hopes to distribute the survey soon. The Department is working with Amarach to develop a list of key community experts to request interviews and input. The Department has learned that the City of Columbia is concurrently planning a smaller scale housing study of the first ward. The Department will be reaching out to plan some potential collaboration of efforts between both housing studies.

#### **12. Public Comment**

Greg congratulated Verna on a job well done presenting at the Columbia Values Diversity Breakfast.

Kristin reminded the Board that the next meeting will be in-person at Boone County Family Resources.

#### **13. Adjourn**

Leigh adjourned the meeting at 9:25 a.m.

**NEXT MEETING:  
March 14, 2024 at 8:00 a.m.**