



# JCCMHFB Monthly Board Meeting Minutes

**Meeting Date:** October 27, 2022 **Time:** 8:30AM **Location:** Via Google Meet

**Board Attendees:** Mary Dunnegan, Chairperson; Mark Mertens, Secretary / Treasurer; Dr. Clint Freeman, board member, Reverend Bryan Roberts, board member

**Staff in Attendance:** Nick Davis, Executive Director

**Also Present:** Jim Wallis, Director of Business Development at Chestnut Health Systems

**Not in Attendance:** Dr. Steven Crawford, board member

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The JCCMHFB Meeting was called to order at 8:30AM on October 27, 2022 by Mary Dunnegan, Chair, with a quorum of members present.

**1. Welcome Reverend Bryan Roberts** – The board welcomed new member, Reverend Bryan Roberts. He spoke about his time in the military and his time in seminary.

**2. Approval of Agenda**

**Recommendations:** "I, Mark Mertens, move that the October 27, 2022, monthly board meeting agenda be approved." Motion seconded Bryan Roberts. There was no discussion. The board approved.

**3. Approval of Minutes**

**September 21, 2022** – Dr. Freeman made a motion to approve the minutes of the September 21<sup>st</sup> monthly meeting. Bryan Roberts seconded the motion. There was no discussion. The board approved.

#### 4. Financials

- a. **September Financials – Profit/Loss Report:** Mark Mertens presented the financials for September 2022. Mark made the motion to approve. Mary seconded the motion and the board approved.
- b. **Current Financial Activities:** Mark spoke about the board beginning to work on the 2023 budget. The board plans to utilize 5% of the MIL tax revenue to use for administration budget. Mark made a motion to approve. Mary seconded the motion and board approved.

#### 5. Election of Officers

The board discussed a need for 2 officer positions – Vice Chair and Secretary. Dr. Freeman was nominated to be Vice Chair and Bryan Roberts was nominated to be Secretary. Mark made a motion to make these nominations and Mary seconded the motion. Mark will no longer be serving as both the treasurer and the secretary. He will remain as the treasurer. The board approved.

#### 6. Budget Meeting

The board discussed when and where to hold a budget meeting. Dr. Freeman said the meeting could be held at Dunklin School District's central office. A meeting was set for Wednesday, November 2<sup>nd</sup> at 4:30PM at this location.

7. **Approval of Financial Controls Policy** – Mark mentioned the changes made to the Financial Controls Policy – the only change was indicating how the board receives tax funds from the County (electronic transfer). Mark made a motion to approve the changes made to the Financial Controls Policy. Dr. Freeman seconded the motion. The board approved the changes.

#### 8. Custom Insurance Quote

The board discussed an amount of 250,000 for the treasurer's bond. Nick presented Custom Insurance's quote for this amount for \$468. Dr. Freeman made a motion to approve this cost. Bryan Roberts seconded the motion. The motion passed with no discussion.

## **9. Office Space**

Nick talked about the potential office space in Crystal City and how Mark, Mary, and Nick visited the space. There was a discussion about how much space was needed now and how much space may be needed later. Nick and the board will continue to look into this location and other spaces.

## **10. Executive Director Report**

- a. Nick's CSF Executive Meeting in Columbia** – Nick talked about his Executive Meeting with other Children's Services Fund executives in Columbia. He attends this once per month. He said the Missouri Coalition for Children presented during this meeting and the CSF execs discussed how they could work with the Coalition to leverage legislative changes and with the Department of Mental Health. Nick said there were 14,107 children in foster care in FY2021.
- b. Q3 Reports** – Nick presented 3<sup>rd</sup> quarter grant awardee reports. Lutheran Family and Children's Services was able to provide 92 counseling sessions to children in Jefferson county. They are on track to meet their goals for the year. The organization exhausted their funding in April of 2022. Saint Louis Counseling served 89 youth in a total of 807 sessions. They utilized all of their funding as of August 31<sup>st</sup> of 2022. Foster and Adoptive Coalition served 11 children and 7 families. Staff helped with educational advocacy cases/IEP appointments.

- c. **Meetings with Provident and Hillsboro School District** – Nick has appointments upcoming with Provident and also with Hillsboro School District.
- d. **Status of Board Member Applications** – Nick has reached out to Leah at the County to see about the status of 2 new potential board members. Leah indicated two applicants have been added to the County Council agenda.

#### **11. New Business**

The board discussed still needing 2 more members and it was mentioned, ideally, they would come from the Hwy 30 area of the County. The board discussed the upcoming December board meeting and the idea of having a Christmas dinner be part of this. Nick stated he has contacted Petit Patee and Main and Mill. Dr. Freeman suggested The Pasta House as an option as well. Nick said he would look into this and provide the board with more details soon. Mark suggested board member officer terms be 2 years instead of 1. He suggested no officer should hold any specific title beyond 6 years. The board agreed this would be a good thing to put into the bylaws.

#### **12. Old Business**

Mary asked the board and Nick what tax funds Comtrea has received in the past from the County. Mark had requested the last 5 years of this information from COMTREA, but has yet to receive anything from them. Nick said he has reached out about this as well, but has not heard anything back yet.

#### **13. Additional Discussion Items**

There were no additional discussion items.

#### **14. Adjournment**

**Recommendations:** With no other business to discuss, "I, Mark Mertens, move to adjourn." Bryan Roberts seconded the motion. The motion carried.

Minutes approved 3 LG  
(Signature of JCCMHFB President)

12-12-2022  
(Date)