

JCCMHFB

Board Meeting Minutes

Meeting Date: Feb. 21, 2024	Time: 7:30AM	Location: 2372 N Truman Blvd. Crystal City, MO 63019
Join Zoom Meeting	Join Meeting Via One Tap Mobile	
https://us06web.zoom.us/j/87599539723?pwd=1LdsFPRUo8aQe6GtYLU5B2dxmy5p7F.1	+19292056099,,87599539723#,,,,*467128# US (New York)	
Meeting ID: 875 9953 9723 Passcode: 467128	+13017158592,,87599539723#,,,,*467128# US (Washington DC) https://us06web.zoom.us/j/87599539723?pwd=1LdsFPRUo8aQe6GtYLU5B2dxmy5p7F.1	

Our Mission: Maximizing community resources to build and sustain a comprehensive system of mental health and related services for individuals in need.

Board Attendees: Mary Dunnegan, Chair; Dr. Clint Freeman (late arrival), Vice Chair; Mark Mertens, Treasurer; Michael Sita, Secretary; Leslie Hanson, board member; Donna Pulliam, board member; Lauren Roesch, board member; Shelly Schlueter, board member

Staff in Attendance: Nick Davis, Executive Director; Ashley Schumacher, Administrative Assistant

Also Present: Jake Krafve, CFO - Compass; Sue Curfman, Senior Vice President of Regional Corporate Services - Compass

Not in Attendance: Dr. Steven Crawford, board member

The JCCMHFB Meeting was called to order at 7:30 am on February 21, 2024 by Mary Dunnegan, Chair, with a quorum of members present. The Mission statement was read and the meeting began according to the agenda.

1. Approval of Agenda

Mark made a motion to approve the agenda. Mike seconded the motion. There was no additional discussion, and the motion was carried. The agenda was approved.

2. President's Welcome

Mary welcomed all board meeting attendees and stated if any attendee would like to add items to the agenda or have any discussion to reach out to Ashley or Nick.

3. Approval of January 16, 2024 Meeting Minutes

Mark made a motion to approve the 01/16/24 meeting minutes. Lauren seconded the motion. There was no additional discussion, and the motion was carried. The meeting minutes were approved.

4. Financials

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a. Approval of January 2024 Financials

Mark presented the January 2024 financials and noted there were no inappropriate or unjustified expenditures for any of the Board's accounts. Mark said there were some issues with the budget, but it has been adjusted to be in line with the report: revenue and expense to actual. Mary asked the board if anyone had any discussion items, questions, or concerns about the newly adjusted financials; the actual numbers did not change but the layout is easier to read. During the monthly financial meeting, Mike, Leslie, and Mark signed a statement stating each of them reviewed financials, including payroll, and found them to be complete, accurate and within the approved guidelines of the Board. Mark made a motion to approve the January 2024 financials. Shelly seconded the motion. There was no additional discussion, and the motion was carried. The financials were approved.

5. Old Business

a. Jefferson Franklin Community Action Group CY 2023 Contract Amendment

Nick stated all communications between JCCMHFB and Jefferson Franklin Community Action Group (JFCAC) has been shared with the board members. The financial and executive committees recommend extending JFCAC's CY2023 contract by 6 months with a 3-month extension on the billing deadline.

To summarize, the extension recommendation derives from staffing challenges (turnover and shortages). The executive committee did have concerns regarding JFCAC's invoicing which has been addressed by the bullet point "overhead costs are to be billed as a ratio to services provided" instead of all up-front billing of administrative costs. The executive committee is recommending not to approve the modified rates, everything under the extension will be the original rates. The executive committee is recommending JFCAC be able expand mental health EZMO transportation eligibility of Jefferson County residents seeking rides to any mental health services provider, not only to those seeking rides for JFCAC BH services as previously approved. Nick added there is language on the document regarding billing guidelines with Medicaid. For a full layout of the extension, see the presented documentation.

Mark stated JFCAC requested higher rates than the original proposal, which the executive committee rejected. The executive committee likes the expansion of EZMO because it is a challenge for residents/clients to get to treatment services. Nick explained EZMO is a volunteer program with higher mileage reimbursement thus allowing community members to assist in providing transportation at a lower cost to the organization.

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Mary added, JCCMHFB is not going to allow JFCAC to increase the rates. Funding EZMO is a good thing. JCCMHFB is giving JFCAC the same amount of money (may utilize the funds remaining) allowing JFCAC to use the money in a new capacity to be more efficient. Nick will reach out to JFCAC with the meeting outcomes. Mary asked if there were any other discussions and added if JFCAC does not accept the terms then the grant money will go back to the grant fund. Nick added, if accepted, JCCMHFB will have JFCAC sign a new grant agreement amendment. Mike made a motion to approve the Jefferson Franklin Community Action Group CY 2023 Contract Amendment. Lauren seconded the motion. There was no additional discussion, and the motion was carried. The contract amendment was approved.

6. New Business

a. 5% Children Service Fund (Sales Tax) transfer to CSF contingency account

Nick stated JCCMHFB transferred Mental Health Fund (MHF) reserves into new investment accounts, so the previous MHF contingency account has been empty for a few days; any interest has been accounted for. The executive committee would like to repurpose the empty contingency account for the Children's side. The Children's fund does not have the same level of money as MHF; therefore, the executive committee would like to place the Children's tax funds into the contingency account where money can be pulled as needed. This is the first time JCCMHFB has been able to build reserves on the Children's side.

Mark noted last year JCCMHFB had concerns of not being able to cover the costs of bills from the Childrens' side because JCCMHFB didn't have Children fund reserves. JCCMHFB didn't have the funds to pay agencies if they had all asked for funds at once. This way, JCCMHFB will have a little extra money to pay bills and have remaining funds to help during any emergency. Mark made a motion to approve the 5% Children Service Fund (Sales Tax) transfer to the CSF contingency account effective January 1, 2024. Donna seconded the motion. There was no additional discussion, and the motion was carried. The transfer was approved.

b. Strategic Planning

Nick stated the original strategic planning meeting scheduled for February 29th has been canceled and will be rescheduled once Ashley and Nick meet individually with Mike Duggar on Friday. Nick stated as a full disclosure Mike Duggar is an employee of Lutheran

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Family, an agency of whom JCCMHFB funds; however, Duggar is not receiving funds/not being compensated from JCCMHFB for any strategic planning consultation.

The executive committee met with Duggar to gather information on the strategic planning process and to determine if the committee was interested in moving forward with consultation; since Duggar will not be compensated the executive committee recommends JCCMHFB to collaborate with Duggar for strategic planning purposes. Mark added this is a price point JCCMHFB cannot beat since if JCCMHFB paid an organization it'd cost around \$25,000 to \$30,000. Duggar is going to try and have a finalized product to be signed by December 31, 2024. Mary added the strategy part will be finished by the end of December, but the entire process will not be completed by then.

Mary reiterated Mike Duggar is an employee of Lutheran Family Services; the agency is a grant recipient; he is doing this on his own time; he is aware of the zero compensation, and this is completely voluntary. As a full disclosure Duggar has future plans to start his own strategic planning business and only asks for a recommendation when that time comes. Mike Sita wanted to ensure Duggar was aware that this role is a strictly voluntary role. Mary stated that Duggar is aware. Mark made a motion to approve the strategic planning process with Mike Duggar for a fee of zero dollars. Donna seconded the motion. There was no additional discussion, and the motion was carried. The strategic planning consulting with Mike Duggar was approved.

7. Executive Director's Report

The MNB lease (long-term contract) has been amended per the attorney recommendations and is ready to sign today. The updated lease amount is \$1,500 starting March 2024 with an additional \$400 deposit. With the original lease the deposit was \$1,100 with the increase MNB requests a total of \$1,500 deposit and the \$400 is the difference owed. Starting March 1 JCCMHFB can utilize the full space.

The financial committee is updating the financial policies. The original policy was influenced by Jackson County. The new controls will be influenced by CCRB and updated to meet JCCMFHB needs. Additionally, Nick and Ashley have been gathering agency ACH information. The financial committee is working through the new ACH two-person authentication process versus the previous physical check authorization methods.

Nick reminded the board that there is no meeting 2/29/24 for the strategic planning meeting. The annual report is ready for print if no feedback is received by the board today. If the board does have feedback, contact Nick. Otherwise, Ashley and Nick will request the annual reports be printed

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today or early tomorrow. Mary stated she reviewed the report and commended Ashley and Nick for their work.

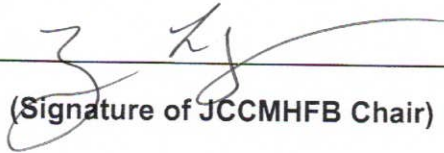
8. Additional Discussion Items

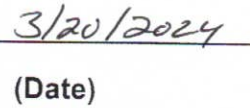
Mary stated if anyone has questions or feedback regarding presented information or received information (too little or too much received information) via email to please reach out. Mary wants to ensure the board is not overwhelmed and is informed. Mary is going to make a point to meet with all board members to provide additional information on the JCCMHFB background.

9. Adjournment

Mike made a motion to adjourn. Mark seconded the motion. All were in favor and the motion was approved.

Minutes approved:


(Signature of JCCMHFB Chair)


(Date)

