

**LAFAYETTE COUNTY CHILDREN'S SERVICES FUND
BOARD OF DIRECTORS MEETING**

MINUTES: Wednesday May 16th, 2018 at Lafayette County Health Department, Lower Level, Lexington, MO.

Tahnami called the meeting to order at 7 pm.

The following board members were present for tonight's meeting: Laura, Chip, Mary, Amanda, Brian, Tahnami, and Aaron. Absent – Mark

Guests: Mike & Kirsten (Foster Adopt Connect), Mindy & Stacey (Well-Nap), Devin (A Chance to Grow, Inc.), Casey (ESMW), Toniann (HCC), Todd & Tiffany (New Life Church), Robin (CASA), Ann (House of Hope), Bill Molini (Lexington Tax)

Commissioner Liaison – Craig Williams

Executive Director- Tiffany Harbour

Approval of Agenda- Mary moved to approve the agenda, Brian seconded. All were in favor, motion passed.

Minutes: Mary moved to approve the minutes from April 18th, Brian seconded. All were in favor, motion passed.

Reports:

Treasurer's Report – Bill Molini presented the Treasurer's report and financial documents to the board. Total program expenses are up by almost \$77,000 this year when compared to last year's expenses. The balance sheet shows \$643,753.41 of current assets. Revenue for the month of April was \$20,802.21. April 2017 revenue was reported at \$25,621.48 which is a difference of \$4,819.27 however, overall revenue is up for the year by approximately \$1,000.

Bills to be paid- Five (5) checks were written and present to the board for payment. Those checks were: Lexington Tax and Accounting \$376.25, Pathways/Compass Health \$25,518.54, CASA \$29,876, ESMW \$729.30, and Foster Adopt Connect \$2,222.35 & \$2,679.99. Chip moved to accept the Treasurer's report, pay the bills and sign the checks, Laura seconded. All were in favor, motion passed. Chip moved to transfer \$60,000 from the savings account to the checking account, Laura seconded. All were in favor, motion passed.

School District Report – none

Funded Agency Reports –

Agency presentations for funding requests -

Mike, Foster Adopt Connect, began this time by sharing about the program and the work they have been doing in Lafayette County. The original proposal identified that the BI would spend up to 20 hours a week in the home setting working with children that are at risk for residential placement due to their behaviors. They have only been spending about 7-10 hours a week in

Commissioners:

Craig Williams
Harold Hoeflander
Tracy Dyer

Board of Directors:

Board Chair
Tahnami Gittinger
Odessa

Vice Chair
Chip Langman
Lexington

Treasurer
Aaron Dye
Lexington

Secretary
Laura Scott
Odessa

Mark Heins
Concordia

Mary Borgman
Wellington

Amanda
Christopherson
Waverly

Brian Alexander
Higginville

Executive Director:
Tiffany Harbour

home and are down on referrals. 3 children were served this past year. Laura complimented the agency with their proposal and said that it was excellent information and was written clearly. Chip questioned the cost of about \$9,000 for one child to receive services. Mike and Kirsten identified that the conditions they treat are caused from mental health disorders, ODD, DMDD, ADHD, autism and more. Mike shared that their funding request was for a lower amount as opposed to last year's request.

Casey, ESMW, shared that the autism specialists spend 2 hours a week using ABA therapy techniques. The goal of the program is to educate parents and caregivers, giving them a toolbelt of techniques/skills to use for their children that have been diagnosed with autism. Casey also reports she seems to be hitting a wall seeking out referrals. Schools are not referring and most of their referrals are coming from Pathways/Compass Health. Casey will be reaching out to the local newspapers to continue with her marketing/advertisement efforts.

Mindy, Devin, and Stacy from the Wellington-Napoleon school district were present to share about the sensory room and Occupational Therapy services they have been providing. This past year they have focused on gathering data and monitoring the success of the kids that have been utilizing the sensory room. The success has been astronomical for the school and they have outgrown the services that can be used for the students. They would be able to reach the need further with a part time OT assistant, that is specially trained to use the techniques for each kid's sensory diet. A professional is necessary to keep the room from becoming an extra recess or play room for kids who don't really need it. Devin provided thorough information to the board about why sensory needs are important and about the specific techniques she uses, and for what purposes.

Todd, Tiffany and Toniann were present to share information regarding the proposal submitted by New Life Church. The church has many foster families and works closely with Lafayette Foster Adopt Support. They are seeking a mental health professional that could help meet the needs of the families who are current foster parents, as well as campaigning to build the project for housing. The board had many questions about the target of the proposal and what services will be provided. Aging out of the system has been reported to be a huge issue for kids that have been in care. This is an area they are looking at targeting.

Ann was present to share about the supervised visitation program and the part time Visitation Monitor position. Since implementing this part time position, the waiting list has dissipated. Visits are occurring seven (7) days a week. Ann reported that in the proposal they included saliva drug testing, which all parents must complete. The part time visitation monitor is a male and can not be in the room with females, also, the wait time for clients to provide a urine sample will be eliminated. The goal of the supervised visitation program is to allow the children to feel in control of the visit. To further help the children feel comfortable they have a newly implemented sensory area in which a child can go in and help themselves feel calm.

Commissioner's Report – nothing to report

Executive Director's report- Tiffany shared her report with the board and encouraged everyone to watch the Resiliency Film trailer and talk about utilizing this film for the board education/workshop. Additionally, Tiffany shared about her visit with St Paul's Lutheran school. The Director's report can be found on the website for viewing.

Unfinished Business:

For Akheem movie viewing – Laura provided an update for the contact she has made with the producer of the movie. He can commit to coming on September 6th for the film viewing in Lafayette county. Laura recommended providing food and inviting the public to come. An honorarium is usually given to the presenter of up to \$300 and travel/hotel costs are paid for by agencies requesting the visit. Chip moved to approve the movie to be shown on September 6th, checking into the CCC, and paying up to \$300

honorarium/hotel/travel costs, Aaron seconded. Laura abstained from voting, everyone else was in favor, motion passed. Next month the board will discuss advertising costs for this event.

Business credit card – Craig is in receipt of the business credit card and asked the board to create a specific policy for the card since it was directly tied to him. The Executive Committee will discuss this at the next meeting in June. Craig gave the letter which shows the credit limit amount (\$2,000) and the first month's statement to the Executive Director to be filed in the LCCSF office. Chip moved to allow up to \$100 to be spent on the business credit card for incidentals without approval of the board however any charges over \$100 the board chair would have to approve. Any amounts over \$500 the board chair will have to send an email out to the board notifying them of the cost and reason for the cost. The receipts will be reconciled and stapled to the statements each month and given to the Accountant for payment by the board. Laura seconded Chips motion. All were in favor, motion passed.

Craig also mentioned to the board that the copy machine, which has been donated use to LCCSF, will be moved due to a change with Emergency Management. The board discussed purchasing a copy machine for the Executive Director to use. Chip moved to approve the purchase of a copy/scan/fax machine of up to \$500, Laura seconded. All were in favor, motion passed.

Preferred Bank – Brian moved to approve Tahnami Gittinger (Board Chair), Chip Langman (Vice Chair), and Aaron Dye (Treasurer), as the account holders/account signers on the Preferred Money Market Bank Account and be able to make decisions in regard to this account. Laura Scott, as the LCCSF Secretary, will have the authority to sign the bank Resolution paperwork and carry out all acts within her authority as required by Preferred Bank. Amanda seconded, all were in favor, motion passed.

New Business:

Equity bank pledging of funds – The Executive Director shared that the Equity bank account had over \$250,000 worth of deposits made last year and the account held over the FDIC insured amount of \$250,000. This would be identified on the audit.

Board workshop/retreat in July – The board discussed viewing the Resiliency Film for this meeting in July. The tentative date was set for July 18th.

Public Comments: none

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Adjourn: Chip moved to adjourn the meeting, Aaron seconded. All were in favor, motion passed. Meeting ended at 9:50pm.

Respectfully Submitted,
Tiffany Harbour
Executive Director

Reviewed by,
Laura Scott
Secretary

Mark your calendar for the upcoming LCCS meetings:

Reminder: _____

Wednesday, June 20, 2018

Wednesday July 18, 2018 – Board Workshop/Education night