

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

**MINUTES:** Wednesday August 16<sup>th</sup>, 2017 at Lafayette County Health Department, Lower Level, Lexington, MO.

Arron Haynes called the meeting to order at 7 p.m. Everyone in attendance introduced themselves.

The following board members were present for tonight's meeting: Arron Haynes, Opal Johnson, Tammy Zumalt, Mary Borgman, Aaron Dye, Tahnamy Gittinger, Mark Heins, and Chip Langman.

Guests: Alissa Karnes and Lucas Taylor (Pathways), Robin McGinnity Connelly (CASA), Aaron Knipmeyer (LCC1 schools), Casey Melancon (ESMW), Gina Smith, William Molini (Lexington Tax), Ann Gosnell (House of Hope)

Coordinator- Tiffany Dehn

Commissioner liaison- Craig Williams

**Approval of Agenda:** Tahnamy moved to approve the agenda as it is written, Mary seconded. All were in favor, motion passed.

**Minutes:** Tammy moved to approve the minutes from June 12<sup>th</sup> and July 17<sup>th</sup> as they have been written, Aaron Dye seconded. All were in favor, motion passed.

**Reports:**

Treasurers Report – Bill Molini presented the treasurers report. A balance sheet comparison to the previous year was presented to the board. Total assets as of July 31, 2016 were \$551,885.69. As of July 31, 2017, assets were \$667,858.55.

2017 Budget- Bill Molini presented the updated 2017 budget to the board and identified that an adjustment was made to show both the fiscal and calendar year funding items. Although the fund has sufficient reserves, contractual agreements for previous funding decisions project that the fund will deficiently spend \$76,425.44 during the calendar year and \$79,141.44 for the school (fiscal) year. Due to sufficient reserves, the fund can honor the contractual agreements without jeopardizing the reserve.

Bills to be paid – Bill Molini presented the bills to be paid and checks that were written and prepared for signature to the board. The checks were as follows: Lexington school district \$2,834.03, CASA \$29,876, Lafayette County C-1 school district \$6,450 (transition funding), House of Hope \$5,534.77, ESMW \$1,484.04 & \$2,000.90, Lexington Tax & Accounting \$735, Gary Worth \$216.05.

Mary moved to accept the treasurer's report and the 2017 updated budget, Tahnamy seconded. Opal abstained from voting as she was not present for the reports, all other board members were in favor, motion passed.

Tammy moved to approve the bills to be paid and checks to be signed, Mary seconded. All were in favor, motion passed.

Coordinators report – Tiffany presented the Coordinators report to the board. The Coordinators report can be found on the LCCSF website for the public to view. Over the past 2 months Tiffany has been working on writing a grant to the Health Care Foundation to cover

**Commissioners:**

Craig Williams  
Harold Hoeflander  
Tracy Dyer

**Board of  
Directors:**

**Board Chair**  
Arron B. Haynes  
Higginsville

**Treasurer**  
Terry Thompson  
Lexington

**Secretary**  
Tammy Zumalt  
Waverly

Opal Johnson  
Mayview

Mary Borgman  
Wellington

Tahnamy Gittinger  
Odessa

Mark Heins  
Concordia

Aaron Dye  
Lexington

Chip Langman  
Lexington

**Coordinator:**  
Tiffany Dehn

administrative expenses. A copy, in draft form, of her work was distributed to each board member for their review. In addition to the grant writing, Tiffany shared of the meetings held and the work done. She shared that at the previous evening's mental health board meeting she was invited to serve as a board member by Mel Fetter. Tiffany requested the board consider allowing her to serve as a board member. Tammy moved to approve Tiffany serving as a board member for the Lafayette County Mental Health Board, Aaron Dye seconded. All were in favor, motion passed.

Letter of Determination- Tiffany shared with the board that she had contacted the IRS in regard to obtaining a letter that can be used for substantiation in grant submissions. Per the IRS, a "Governmental Information Letter" would provide the substantiation needed for this purpose and would be provided to LCCSF free of charge. The letter will arrive in approximately 2 weeks.

Service Summary Report- Tiffany shared with the board a combined service summary report from the funded agencies submissions. Some interesting information from the combined reports were; 261 total children were served over the fiscal year, 191 households/families were served, and 5,014 units of service had been completed.

Mark moved to accept the Coordinators report, Tammy seconded. Opal abstained as she was not present during the report, all other board members were in favor, motion passed.

Funded Agency Reports- CASA, House of Hope, and Pathways shared their mid-service reports with the board. All 3 agencies met their proposed outcome goals at the mid-service mark. Robin from CASA shared about her agency and the collaborative efforts of the volunteers and staff. A letter from Judge Kruse was shared with the board and a success story given. Ann from House of Hope shared about her agency and the collaborative efforts of the program. A second employee for the supervised visitation program had been hired and Sherry has now been able to be more involved with FST meetings and able to take a vacation. Ann shared that there are 3 types of services provided through supervised visitation, visiting parent visitation, therapeutic visitation, and monitored exchanges. House of Hope is a neutral third party and will only conduct visitations if there is a court order. Chip questioned if the clients that are utilizing services at CASA were also utilizing services at House of Hope and getting therapy in the school districts. He was concerned the amount of funding following one individual and wanted to understand the clear collaborative efforts of each agency to ensure there was not a duplication of services. Robin, Ann and Aaron Knipmeyer shared of their agency's role and that they all try to collaborate to avoid a duplication of services. Lucas and Alissa from Pathways shared of the success they have had through the clinic based services. Because many of the children coming into the office for therapy and assessments had insurance, LCCSF funding was not used as projected. In response to the approval for school based services the remaining funds under this contract were approved to be re-allocated to the purpose of school based services. Lucas gave an update in regard to the implementation of school based services. He met with Wellington-Napoleon school district earlier in the week and the school was looking forward to having Pathways counselors on site. Some of the school needs are for services to larger groups (classes) and Lucas shared that he will provide the larger group services for the school in addition to the one on one therapy and group treatment services provided by the therapist. Lucas also shared that the Odessa school district refused services from Pathways stating that their needs had already been met. Chip questioned the efficiency of funding if school districts were not participating in the county wide effort. He had concern that the projects purpose was not being met. Alissa shared that they would be happy to adjust services and implement additional time and provide additional services to other districts so the same number of children, as proposed, would be met. Due to the community conflict issues, 2 of the therapist that had committed to work in the school districts, backed out and are no longer committed. They were concerned that the school districts would not be accepting of them and did not want to be in the middle of conflict. Chip questioned whether they were going to be able to provide the services as they had proposed. Alissa and Lucas shared that they have already been posting job listings in numerous places and are expecting to hire promptly. They assured the board that they would do whatever they needed to, to overcome the barriers. They plan to have someone in the schools, providing services within 2 or 3 months. Meanwhile, 2 full time therapists are working in the schools and providing services. Alissa also shared that they would be willing to do a budget adjustment if needed. Additionally, that the board would need to think about the next years funding for the purpose of school based services

because the allotment of 100K was not sufficient to meet the needs of the county. Pathways will come back and report to the board of the progress they are making. Mark moved to accept the mid-service reports from CASA, House of Hope, and Pathways, Opal seconded. All were in favor, motion passed. ESMW and Brighter Futures representatives shared their year-end reports with the board. Casey from Easter Seals Midwest shared that her agency had met all of their goals for the fiscal year. Over the last 3 months they had a significant rise in the referrals received for services (311% from the first 2 qtrs. to the last 2), are at full capacity, and currently have a waiting list. Chip questioned why she thought there was such an increase in the need for services and Casey responded that with ESMW being new to the county that it often takes time for people to know they are there. Children's Division and the court system have been advising families to utilize ESMW for autism services. School Districts make a lot of referrals as well. Casey also shared a success story and the impact the services have had on a parent of a child with autism. Aaron Knipmeyer from Lafayette County C-1 school district was present to share the Brighter Futures year-end report. The Brighter Futures program only utilized 70% of the project budget. He shared that he did not have the information he needed to properly fill the reporting form out. He did not have outcome measurements for goal 2 or goal 3. He and Sherry Chappell worked together to figure out how many units of service were completed and the number of individuals served. Chip questioned Aaron, if he was going to be able to submit this information as required. Aaron was not certain that he would be able to gather the information but would try to. Chip requested that he present this information at the next board meeting. Tahnamo moved to accept the year-end reports from ESMW and Brighter Futures. Chip made an amendment to the motion to include that Aaron come back to the board to present Brighter Futures year-end missing information at the next board meeting. Tammy moved to accept the amendment of the motion, Aaron Dye seconded. All were in favor, motion passed.

**Funding Requests:** Letters of Intent for funding cycle 1 are due to the Coordinator, electronically or hand delivered, by August 31<sup>st</sup>. Full proposals are due September 15<sup>th</sup> by 2 pm (3<sup>rd</sup> Friday of September).

**Unfinished Business:**

Meeting dates were discussed by the board. Aaron Dye moved to hold meetings the 3<sup>rd</sup> Wednesday of each month, Mark seconded. All were in favor, motion passed.

**New Business:** The Coordinator shared with the board she had contacted Kenny Teeple insurance in regard to the loss of a board member that was authorized to sign checks. Aaron Dye volunteered to step in and become a bonded and authorized check signer. Once Aaron calls Teeple insurance, Fran will be removed and Aaron will be an authorized check signer. Tahnamo moved to approve Aaron Dye as a bonded check signer, Tammy seconded. All were in favor, motion passed.

**Public Comments:** No public comments

**Adjourn:** Chip moved to adjourn the meeting, Opal seconded. All were in favor, motion passed. Meeting ended at 8:45

Respectfully Submitted,  
Tiffany Dehn  
Coordinator

Reviewed by,  
Tammy Zumalt  
Secretary

Mark your calendar for the upcoming LCCSB meetings:

Reminder:

Wednesday, September 20, 2017

Wednesday, October 18, 2017

Wednesday, November 15, 2017

Wednesday, December 20, 2017

Wednesday, January 17, 2018

Wednesday, February 21, 2018

Wednesday, March 21, 2018

Wednesday, April 18, 2018

Wednesday, May 16, 2018

Wednesday, June 20, 2018