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**Board Meeting Minutes**  
**Wednesday, November 18, 2020**  
**5:30 p.m.**

**St. Louis County Children's Service Fund - Boardroom**  
6763 Page Ave., Ste. 201  
St. Louis, MO 63133

**I. Call to Order**

Board Chair Randall Sterkel called the meeting to order at 5:32 pm

Board Members on Webinar

Randall Sterkel, Joseph Zelle, William A. Douthit, and Susan Block

CSF Staff

Emily Koenig, Paulette Foerster, Patrick Fox, Karyn Spory, Meghan Jendusa, Elaine Kube, Tom Mennerick, James Eckrich, C. Ming Saelee and Rachelle Siverly

St. Louis County Counselor Staff

Emily Allison

**II. Roll Call**

Rachelle Siverly, Assistant to Executive Director

**III. Public Comments**

There were no public comments

**IV. Stakeholder Presentations**

Alive and Well and BHR presented

**V. Board Meeting Minutes Approval**

**A. Thursday, September 10, 2020- Performance and Program Committees Meeting Minutes Approval**

A motion to approve was made by Block and seconded by Douthit. All voted in favor

**B. Wednesday, September 16, 2020- Board Meeting Minutes Approval**

A motion to approve was made by Block and seconded by Douthit. All voted in favor.

**B. Thursday, October 9, 2020- Board Meeting Minutes Approval**

A motion to approve was made by Zelle and seconded by Douthit. All voted in favor.

**V. Old Business**

There was no old business to discuss

**VI. New Business**

A. New Unit Request | St. Louis Counseling

Douthit presented the New Unit Request for St. Louis Counseling. The COVID-19 pandemic has significantly impacted stress levels of youth and their families. St. Louis Counseling has received and increase in referrals for



anxiety, grief, and depression as youth and their families struggle to deal with the loss of employment, school routine, fears, loss of family members in addition to issues that existed before the public health crisis.

St. Louis Counseling is requesting to transfer funds from their School-Based Counseling and School-Based Prevention programs to their Office-Based Counseling program. Due to the COVID-19 pandemic, schools abruptly closed and have transitioned to virtual learning. This transition has lowered the utilization rates of school and prevention-based services. Schools are focused on continuously refining their virtual teaching strategies which has lessened the priority of Behavioral Health Services.

At the same time, there has been a 20% increase in office-based counseling requests and a decline in session cancellations.

St. Louis Counseling has remained connected to school counselors and have received referrals for Community Based counseling until a plan is established for school-based provider services. CSF does not have any concerns with this request and recommends approval.

Douthit made a motion to approve the New Unit Request for St. Louis Counseling and Zelle seconded. All voted in favor.

**B. Report Out from P & P**

William Douthit, Chair, Program and Performance Committee presented to the board an update on P & P:

- Update on School Based Advisory Board
  - Both schools and agency providers reported out on experiences with virtual school; re-entry, and access to children and youth for mental health services
  - Recurrent themes in reports: high anxiety among all sectors of school communities: students, parents, staff (both school and providers) and administration
  - Agency providers are experiencing staff shortages.
  - Staff shortage and inability to reach children and youth is resulting in reduced utilization
  - Challenges are reaching kids; prioritization of school work first; need of support for teachers; unit reimbursement model during this time
  - CSF is developing a survey of all school based providers to gather more information regarding the challenges and needs of providers and schools.
  - Based on survey feedback, options as to ways CSF can support this work will be developed for board consideration.
  - CSF Board members continue to support ways to reach children and youth for mental health services at all times, but especially during these high stress times.
- STD report – a rise in certain STD rates was reported in St. Louis City, and doing more research into this need in St. Louis County was recommended by Douthit. Meghan Jendusa, Data and Performance Analyst is researching this and more information will be presented to the board in the future.
- Update on Respite for the specific target population of medically fragile kids as Family Forward has found it necessary to end their program on December 31, 2020. Paulette has contacted other respite providers to ascertain any interest in serving this population. A more detailed report will be given during the December P and P committee.

**VII. Acting Executive Director's Report**

Emily Koenig, Acting Executive Director presented her monthly report to the board. CSF received a legal opinion from the St. Louis County Counselor's office related to our involvement in the distribution of CARES funding on Friday, October 16. The County Counselor's Office determined that the Appointing Authority of the Children's



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Services Fund, its Acting Executive Director, is authorized by the Civil Service Commission to assign employees to duties other than those appropriate to the classification of the positions to which they are assigned while Executive Order 10 is in effect. This authorizes the Acting Executive Director to assign duties to merit employees outside their normal job duties, including to assist in COVID-19 response. The full legal opinion was provided to the board last month.

CSF presented the FY 21 budget presentation to the County Council on November 10<sup>th</sup>. All went well, very few questions related to the overall budget. Some specific requested information included how many minority clients were served through CSF funding and if that number has increased over time, if CSF provides funding on a per child capita and if CSF had any unfunded priorities.

CSF is seeking proposals from suitably qualified entities to educate, evaluate, guide, and support the organization in adopting a racial equity framework. The RFP was posted on Friday, October 16 and closes on Friday, November 27.

CLA is on site this week to review CSF processes and procedures to ensure CSF alignment with our stated control narratives. So far, everything is going well and they should conclude their on-site work tomorrow.

CSF is working with County libraries to look into supporting the placement of social workers in select, strategic library locations. Courtnie who is our CSF Practicum student last day will be December 9<sup>th</sup>.

Douthit thanked Koenig and the CSF staff for all their hard work and everything they have done for St. Louis County youth during the pandemic.

Douthit asked for a brief heads up from CSF on implementation of the strategic plan for calendaring purposes. Koenig stated that she planned on providing a strategic plan update next month. For planning purposes Koenig said that until the consultants are in place it will be hard to time everything out but, she would let the board know as soon as CSF receives the information.

Sterkel asked CSF to please continue to think about where most needs are.

**VIII. Announcements**

There were no new announcements

**VIII. Next Board Meeting**

Wednesday, December 16, 2020  
5:30 p.m.  
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**IX. Adjournment**

Block made a motion to adjourn and was seconded by Zelle. All voted in favor and meeting was adjourned at 6:24 pm.