

RECORD OF PROCEEDINGS

Date of Meeting: September 14, 2015

Members Present: Chair Pamela Siegenthaler, Vice Chair Jim Kulig, Treasurer Robert Kirkendall, Stacy Jackson-Johnson, Secretary Renee Bessick (4:42), Dr. Michelle Kowalski (4:42)

Members Absent: Attorney Jason Murray, Lynn Friebel, Dave Leitenberger

Others Present: Patricia Harrelson, Nikki Harless, Kevin Goshe, Chris Zuercher, Recording Secretary Amy Gosser

Others Absent: Marsha Coleman

The regular monthly Board meeting was held on Monday, September 14, 2015, in the Board Conference Room at Richland County Children Services Board. Chair Siegenthaler called the meeting to order at 4:46 p.m. of Board members present and representing a quorum.

On a motion by Kowalski, seconded by Kirkendall, the Board unanimously approved the proposed agenda by all Board members in attendance.

AGENDA

On a motion by Kirkendall, seconded by Bessick, the Board unanimously approved the August 10, 2015 Board meeting minutes.

MINI-TRAINING

The mini-training topic for the September Board meeting was the Signs of Safety (SOS) Implementation and was presented by Assistant Director Harless. The Agency started this process in June of 2014, and half of the casework staff is already using the methods they have learned. Some of these methods include “mapping” cases (to define any worries and next steps), using interviewing tools (such as Safety Houses and Wizards & Fairies) to gain the child’s perspective, developing danger/harm statements and safety plans, and utilizing System 2 methods (critical thinking backed up by facts) as opposed to System 1 methods (automatic “gut” thinking). It took Carver County Minnesota 10 years to get to full implementation of this, so we are already doing very well. Ten (10) RCCS employees

will be going to Scott County, Minnesota (paid for by the Innovation and Efficiency grant), and seven (7) coaches from Carver County MN will be coming here (also paid for by the grant). We have already received some positive feedback from outside organizations, stating that our work has become more thorough since it now involves the children themselves to a greater extent.

CONSENT AGENDA

Executive Director's Report and Comments

Harrelson reported on the Fore Our Kids Golf Outing on September 25, 2015. This will be held at the Pebble Creek Golf Course and begins at noon. Harrelson will ask Tim Harless (Director of Community Outreach) to update the Board regarding hole sponsorships. Kulig stated his appreciation for the addendum at the end of the Executive Director's report.

On a motion by Kulig, seconded by Jackson-Johnson, the Board unanimously accepted the consent agenda.

Executive Committee Report

None of the items on the agenda required a vote. There was, however, a lengthy discussion regarding employee participation in outside Agency events. The Board was looking at the busy summer Agency employees have had and would like to evaluate: are we doing too much, are we doing the right things, and what is the appropriate role for Staff? We have a PR responsibility and almost 40% of our budget comes from local levies, but what is the most effective way to improve our perception in the community and draw awareness to the work that we do while also staying true to our Vision Statement and improving the lives of children? A lot of time and resources are being used, and it might be time to step back and reevaluate. The amount of money formerly spent on pinwheels is now better spent on our Never Shake a Child campaign. Harrelson is currently engaging Staff to try to figure out a better way to address the issue of Agency event participation in the future.

Finance Director Report

Finance Report

Goshe distributed and reported on the August 2015 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$5,964,539.86, \$2,240,243.27 in revenue, and \$750,361.60 in expenses with an ending balance of \$7,454,421.53. The ending fund balance reflects 75.8% or 9.1 months of the 2015 budget.

Goshe provided information on the fund balance; it is currently the highest it has ever been. September should be a low month for revenue. Expenditures are also running lower than we have budgeted. The fund balance has increased almost 1.8 million since the beginning of the year. H & H Plumbing, Heating, & Cooling came in last week to test all of the older furnaces. They said these units are about 93% efficient and are still working fine (replacement parts are still available). We could replace these with new 95% efficiency units for a lot more money. Goshe's recommendation is to continue to budget for 2 new units a year and keep what we have right now since they are still operational.

On a motion by Kirkendall, seconded by Jackson-Johnson, the Board unanimously accepted the August 2015 Final Financial Report.

Finance Committee Report

No report at this time. Monday, September 21, 2015, from 12:00-1:00 was proposed for the next meeting.

Levy Committee Report

No report at this time.

Personnel Committee Report

Resolution 09-14-15-01: Reclassification of one (1) vacant Case Worker position to a Family Team Meeting (FTM) Facilitator position was approved for recommendation to the Board.

On a motion by Bessick, seconded by Kulig, the Board unanimously accepted the Case Worker position reclassification.

Resolution 09-14-15-02: Creation of two (2) Kinship Navigator positions in Pay Range 20 through elimination of positions vacated by staff transitioning into the new positions was approved for recommendation to the Board.

On a motion by Bessick, seconded by Kowalski, the Board unanimously accepted the proposition to create two (2) Kinship Navigator positions.

Services and Program Report

No report at this time. The next meeting will be held sometime in October or November after the 3rd Quarter PQI Report has been prepared.

BILLS

Payment of Agency Bills - On a motion by Bessick, seconded by Kirkendall, the Board unanimously approved payment by signature of the Agency bills.

EXECUTIVE SESSION

At 5:48 p.m., Chair Siegenthaler recommended an Executive Session. On a motion by Kowalski, seconded by Jackson-Johnson, the Board voted unanimously to move into Executive Session to discuss personnel and legal matters by roll call vote. At that time, each Board member responded as follows: Kulig, “yes”; Kowalski, “yes”; Bessick, “yes”; Kirkendall, “yes”; Siegenthaler, “yes”; and Jackson-Johnson, “yes”. The Board asked Harrelson to stay.

On a motion by Kulig, seconded by Jackson-Johnson, the Board voted unanimously to return to open session at 6:20 p.m.

ADJOURNMENT

On a motion by Bessick, seconded by Kirkendall, the Board moved to adjourn the meeting at 6:21p.m.

Respectfully Submitted:

Pamela Siegenthaler, Chair

Amy Gosser, Recording Secretary