

**St. Charles County
Community Assistance Board**
Community Commons, Room #240
427 Spencer Road, St. Peters, MO 63376

Meeting Minutes

January 8, 2019

Meeting Facilitator: John Glenn, Chair

Attendance: Carissa Figgins; Christy Weber; David Bardgett; Timothy Meyer; Melissa Hollander; Melinda McAliney; Caty Beilsmith

Guests: Pinar Turker (St. Charles County), Cheryl Clerkley (NECAC), Lauren Grotegeers (Habitat), Kathy Henderson (Joachim and Ann), Dawn Hiatt (Youth in Need), Maggie Middleten (Crisis Nursery), Karen Ehlmann (Volunteers in Medicine), Dottie Kastigar (Community Council), Beth Sailors (Preferred Family Healthcare)

I. **Call to order** -7:00p

II. **Pledge of Allegiance**

III. **Public Comment**-Dottie shared that the Continuum of Care has housed over 300 persons in 2018. John Glenn shared comments about County Council meeting, and shared a Thank you card from Tri-county Probation & Parole.

IV. **Approval of minutes**- Change Melissa to Melinda on corrected minutes from December. Motion made to approve minutes with correction by Tim Meyer. Seconded by Dave Bardgett. Motion approved.

V. **Old Business:**

John Glenn is at the end of his term limit as chair of the CAB board. Dave shared that traditionally next chair is one with longest seniority who has not served in leadership. Katy Beilsmith would be willing to serve.

A motion was made by Dave, seconded by Melinda to approve Katy Beilsmith as the new chairperson of the CAB board. Motion approved.

A motion was made to nominate John, Vice-chair by Clarissa Figgins. Motion to accept John Glenn as vice-chairperson was made by Dave, seconded by Christy Weber. Motion was approved.

VI. **New Business:**

a. Budget Revision Requests:

There were 3 requested 2018 budget revision requests:

J&A wants to move funds from mortgage to rental assistance.

LINC – requests a move of \$3,500 from Case management to utility assistance.

Crider - requested a budget adjustment. They have already spent their 2018 funding. A motion was made to approve budget revisions by Dave, and seconded by Katy. Motion was approved.

- b. Agency score sheet revision discussion- (See Melinda's power point slides, attached)
Melissa presented an overview of the CAB mission and the purposed of the discussion.

- Mission/Purpose
- How we accomplish this
 - Vision comes to light through our grantees
 - We invest in those providing the best services
- Funding buckets
 - Indigent – Homeless prevention
 - Homeless
 - CDBG
 - Project Care- Aligns with Indigent

- Melissa also reviewed CAB Goals:
 - Short-term
 - Utilize the county-wide HMIS
 - Continue agency performance tracking in use of CAB
 - Increase CAB awareness of agencies services and operations
 - Support increased funding ideas where applicable
 - Long-term
 - Support and fund the CoC
 - Support the execution of Coordinated Entry
 - Maintain performance tracking of agencies
 - Identify long-term trends and needs
 - Advocate for the establishment of a shelter for men only in St. Charles County and a county-wide transportation system
 - Support efforts to develop and provide permanent supportive housing

Melissa discussed a comprehensive community-wide needs assessment done by the St. Louis Dept. of Mental Health – after the needs assessment, grant priorities were incentivized

Attendees were broken up into 4 groups of 4 for smaller discussions. Discussion topic: Given CAB's charge, what should grant applications look like?

- 1) What info should the application include?
- 2) Does the current application provide this information? Circle questions you like, x ones you don't like; Write down new questions
- 3) What criteria should we use to evaluate applications? (i.e. What do we believe is important)

Melissa collected small group feedback and will compile the information for the next meet.

VII. **Adjournment** – 8:30pm

VIII. **Next Meeting Date:** February 12th

IX. **Location:** TBD

CAB's Purpose:

To support the homeless, near homeless, and indigent residents of St. Charles County by assisting in the development & provision of programs & services that encourage self-sufficiency.

1

How We Accomplish This

We provide annual grants to nonprofit organizations who directly serve the homeless, near homeless, and indigent in St. Charles County through programs and services that encourage self-sufficiency.

2

Our Funding Buckets

Indigent	Homeless	CDBG	Project CARE
<ul style="list-style-type: none"> Homeless prevention Agency shelter Medical/Dental Transportation Case management 	<ul style="list-style-type: none"> Homeless prevention Temporary housing* Permanent housing* <p>* includes several items</p>	<ul style="list-style-type: none"> Homeless prevention (rent, utility, lease) 	<ul style="list-style-type: none"> Homeless prevention Agency shelter Medical/Dental Transportation Case management

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Short-term

- Utilize the county-wide HMIS
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Long-term

- Support and fund the Continuum of Care
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