

**St. Charles County
Community Assistance Board**

Delta Center for Independent Living
3837 McClay, Suite T, St. Peters, MO 63376

Meeting Minutes

February 11, 2020

Meeting Facilitator: Caty Beilsmith, chair

Attendance: Christy Weber; David Bardgett; Melinda McAliney; Carissa Figgins; Cindy Syberg; John Glenn; Don Brannam

Guests: Todd Barnes (Community Council); Jamie Flores (Community Council); Pinar Turker (St. Charles County); Cheryl Clerkley (NECAC); Kathy Henderson (Sts. Joachim and Ann); Dottie Kastigar (Community Council); Karen Elhmann (Volunteers in Medicine); Andrea Castillo (Crisis Nursery); LaKeysha Fields (Salvation Army); Kathy Schneider (Bridgeway Women's Center)

- I. **Call to order**
- II. **Pledge of Allegiance**
- III. **Public Comment** - Todd Barnes from Community Council introduced Jamie & Dottie and provided an overview of the community process in implementing Coordinated Entry. Todd shared several tableau dashboards, showing a profile of who is homeless and/or in housing crisis in our Community. He also shared information on referrals being made to community partners. A discussion around who was accessing Coordinated Entry followed the presentation. Web links to the tableau dashboards will be sent to CAB board members.
- IV. **Approval of minutes** - Motion made by Christy to approve the December minutes. Motion seconded by Clarrisa. Motion approved.
- V. **Old Business** – no old business.
- VI. **New business** -
 - a. New member oath - Don Brannam worked for the Air Force, and St. Charles County. He is now retired and looking forward to serving on the board. Don took the oath of office.
 - b. Discussion about annual service report – Pinar shared that CAB applications were completed digitally this year. If we want to align service reports with application, the board can discuss doing so, or use the old report for this year. Technical support issues make it challenging right now. Kathy Henderson commented that we should look at what is on the report and what do we want to get out of it. We could re-look at the

service report for 2020 reporting. Incidence of service does not give any real useful information. County council members don't really look at or use the service report to influence funding. Clarissa made a motion to use current the current service evaluation form for 2019 reporting, deleting incidence of service, and use the next meeting to re-evaluate the reporting process for the 2020 reporting year. Motion was seconded by Cynthia. Motion carried.

- c. Scoresheets – Pinar is missing many scoresheets from board members. She tallied the scores that were reported by board members, and shared with the board, but these have not shared been shared with agencies. There are 3-4 sheets. It was recommended that Pinar go ahead and provide a link to agencies to look at their score sheets.
- d. Site visits for next meetings -
March -Habitat - tour a Habitat house.
April – will try to go to LINC. Alternatively OLI might host us.
May-Aug-summer break

VII. **Adjournment** - 8:10p

VIII. **CE Tour** - followed meeting adjournment

IX. **Next Meeting Date - Tuesday, March 10, 2020**

X. **Location: Habitat for Humanity, address TBD**