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Board Meeting Minutes  
Thursday, December 07, 2023  
9:45 AM

St. Louis County Children's Service Fund – Via Zoom  
6763 Page Ave., Ste. 201  
St. Louis, MO 63133

**I. Call to Order**

Dr. Randall Sterkel, Board Chair called the meeting to order at 9:45 AM

Board Members in attendance

Dr. Randall Sterkel, William Douthit, Joseph Zelle, Susan Block and Matt Villa.

CSF Staff

Emily Koenig, Melissa Jamieson, Karyn Spory, Paulette Foerster, Jessica Streit-Hrevus, Hannah Sherrard, Clem Bayetti, C. Ming Saelee, Tom Mennerick, Meghan Jendusa, Jenny Lynch.

**II. Roll Call**

Rachelle Siverly, Executive Assistant

**III. Public Comment**

There was no public comment.

**IV. Old Business**

There was no old business.



## V. Minutes Approval

- A. Thursday, November 2, 2023- Program and Performance Meeting Minutes

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

- B. Wednesday, November 8, 2023- Finance Committee Meeting Minutes

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

- C. Wednesday, November 8, 2023- Board Meeting Minutes

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

## VI. New Business

### A. New Unit Request- Epworth Children and Family Services

William Douthit, Program and Performance Chair presented the new unit request for Epworth Children and Family Services that was submitted and previously approved by the Program and Performance Committee.

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

### B. New Unit Request- The Covering House

William Douthit, Program and Performance Chair presented the new unit request for The Covering House that was submitted and previously approved by the Program and Performance Committee.

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



### C. ASPEN Screening Tool

William Douthit, Program and Performance Chair presented the request for funding for the ASPEN Screening Tool that was submitted and previously approved by the Program and Performance Committee.

A motion to approve was made by Villa and seconded by Douthit. Dr. Sterkel and Joseph Zelle voted in favor. Susan Block opposed the motion for approval.

Dr. Sterkel added that any concerns the board members might have can be addressed so they are more comfortable.

Foerster said she would do so during the contract practice.

### D. Procurement Approvals

Emily Koenig, Executive Director presented to the board a request for approval for the following procurement items:

- a. Contract for Independent Contractor Services with Clement Bayetti  
Koenig explained to the board that Clement Bayetti, Data and Performance Analyst would be leaving St. Louis in December. Due to the importance of his role here at CSF, Koenig would like the board to approve a contract for services between CSF and Clement Bayetti.

Sterkel asked if Bayetti would still be an employee of CSF and St. Louis County. Koenig responded Mr. Bayetti would be a consultant receiving consultant rates with no PTO or insurance benefits due to being an independent contractor.

As an independent contractor Mr. Bayetti would have to meet the expectations of the contract.



Douthit made a motion to approve the contract for services between CSF and Clement Bayetti as an independent contractor and Zelle seconded. All voted in favor.

b. Contract for Services Between CSF and Conflict Resolution Center of St. Louis

CSF is seeking approval for a contract between CSF and the Conflict Resolution Center of St. Louis.

The contract would be for leadership coaching, culture building and mediation services.

The contract would not exceed \$34,400.00 for one year.

Douthit made a motion to approve the contract for services between CSF and The Conflict Resolution Center of St. Louis and Zelle seconded. All voted in favor.

c. Contract for Services Between CSF and Simply Strategy

The contract for the Community Health Needs Assessment was awarded to Simply Strategy.

The contract is for phase 1 and CSF is holding on phase 2 for now.

Simply Strategy will be presenting at the Joint Board Meeting with CSF and MHB on Wednesday, December 13<sup>th</sup>.

Block made a motion to approve the contract for the Community Health Needs Assessment between CSF, MHB and Simply Strategy. Zelle seconded the motion. All voted in favor.



d. Special authorization for direct purchase of liability insurance by Executive Director

Koenig stated that having authorization for direct purchase of liability insurance will allow CSF to quickly purchase coverage if needed.

The board asked that CSF request CSF Counsel, Lisa Stump to write to St. Louis County requesting clarification on coverage.

Douthit made a motion to request a response from the St. Louis County Counselor's Office within 10 days to respond to CSF's request regarding legal coverage. If no response is received, CSF would proceed with getting quotes and purchasing coverage. Zelle seconded. All voted in favor.

## VII. Executive Director's Report

Emily Koenig, Executive Director, presented the executive director's report to the board.

## VIII. Announcements

There were no announcements.

## IX. Next Board Meeting

Joint Board Meeting with MHB  
Wednesday, December 13, 2023  
5:30 PM

Missouri Foundation for Health, 4254 Vista Ave, St. Louis, MO 63110

## X. Adjournment



Sterkel made a motion to adjourn at 10:42 AM and Zelle seconded. All voted in Favor.