

Board Meeting Minutes

November 19, 2020

Room C – Ottawa Office

Present: Jeff DeMoss, Marty Ricconi (phone),
Evelyn White (phone), Steve Bouslog (phone),
Brian Towne(phone), Robert King (phone), Bill Pfalzgraf (phone)
Present (Staff): Frank Vonch, Dave Conrad, Elaine Gaither

Absent: Katie Bagley, Dr. Sandra Labak-Ivanauskas

Please state your name when you make a motion. Thank you!

NOTE: The call-in number is 1-515-604-9099, Pin 408-050-375#

Jeff DeMoss called the meeting to order at 5:00 p.m.

A motion was made to adopt the agenda – Moved by Steve Bouslog and 2nd by Marty Ricconi. All passed.

A motion was made to approve the September 17, 2020 Board Minutes – Moved by Steve Bouslog, 2nd by Marty Ricconi. All passed.

Program Presentation-Elaine Gaither, Rockford Parenting Education Program

Elaine discussed how the Rockford Parenting Education program had adjusted to the changes brought on by Covid-19 and new DCFS regulations. Normally their clients are required to attend in person classes 2.5 hours per session for 12 weeks. March 16, 2020 DCFS requested they shut down in person sessions and create a contingency plan to resume. Recommendations were based on the Winnebago Health Department and Illinois State Governor's office recommendations. On April 6, 2020 they began online classes via SKYPE. Since not everyone had access to a PC some were using their phones. For those with no phone service the local service provider gave them free phones with data. Participants are still required to see YSB staff one time a week to turn in homework which are also used for Outcome measures. As of September, participants were allowed to come into the office reception area, Virtual classes and virtual home visits have been effective in keeping the program operating as well as, identifying those who were dealing drugs and drinking. Caseworkers were notified and drug drops were performed. One struggle was transportation to get their assignments turned in. Staff worked with the local bus company to provide free transportation as needed. Participants are given 6 weeks to come up with a plan for transportation as part of the program and learning to be responsible. The 2021 contract has been signed and community agencies are making referrals. The program is stable.

Audit Report-Sikich-Jennifer Casacchia and Alex Kondratyev

Jennifer and Alex gave a report on the YSB audit. Due to Covid-19 the audit was conducted 100% remotely.

- **See attached handout**

A motion to approve the audit report was made by Jeff DeMoss, 2nd by Bill Pfalzgraf.

All passed

Treasurer's Report – Dave Conrad

Dave stated the 990 tax return form for non-profits needed to be approved by the Board annually. Dave distributed the 990 prior to the meeting and said he believes the report to be correct. He asked if there were any questions or concerns prior to finalizing the tax return. The tax return will be electronically filed, but Jeff will need to sign the final draft.

A motion was made to approve the 990; motion was made by Jeff DeMoss, 2nd by Bill Pfalzgraf.

All passed

DCFS is sending 30-40 new cases per month. In the first four months of FY21 there was 108 cases and only 31 closed. Staff are carrying more cases than they should be. We are hiring.

Intact is about where we expected it to be. We received extra Covid-19 funding for federal grants to be used through 9/30/2020. We spent some of it in June. We have 630,000.00 in surplus. Revenue is up \$500,000.00 due to Covid-19. We have been trying to allocate extra money to clients and staff where appropriate. Mileage was increased to .57. Health benefits went up 5% so YSB is giving a bigger benefit credit amount to staff. This can be readjusted as need be. Due to Covid, we are trying to spend money on clients and staff.

*A motion was made to approve the Treasurer's Report - Moved by Steve Bouslog, 2nd Robert King.
All passed.*

Marketing/Development - Sue Trost, Lauren Beck (To Report at next Meeting)

Marketing and Development has been handling all of the donations associated with the holidays such as gifts, food, coats and hats, blankets, gift cards and cash donations to be used for last minute needs. Thus far the response has been great. If any board member would like to sponsor a child or knows of anyone who would like to do so can contact either Sue Trost or Lauren Beck.

Committee Reports

Building and Grounds – Frank Vonch

YSB is taking care of repairs and Improvements which will fall into the guidelines. A report will be given in January.

Board Development – Frank Vonch

Potential Candidates – If there are any new candidates pass on to Frank. Jeff has a potential new candidate. It has been difficult due to Covid-19. Frank stated he had a possibility of one other.

Personnel – No report

Executive Director's Report – Frank Vonch

Frank previously sent out the Director's report. If there are any questions please contact him.

Frank discussed a few things that the agency is either dealing with now or will be in the next few months.

Insurance-Our current provider has dropped Child Welfare insurance due to increased liabilities and large settlements. This will affect all non-profits. We are currently looking at other sources for insurance since it will expire January 1, 2021. We may have to pay a higher cost. ICOY has suggested non-profits form their own insurance company. DCFS and state employees are indemnified, meaning they can't be personally sued. This is not the case for non-profits such as YSB. An update will be sent out in January.

For the state, there is a 3.9 billion hole in the budget this fiscal year. It has been said that the Governor is looking for cuts in all departments and this will filter down to agencies.

For the past 18 months we have been struggling to find qualified candidates in social services. It is becoming nonexistent. DCFS and others are also facing the same issue. We have been fortunate in getting some candidates, but it is very competitive. YSB will continue to face issues.

Due to the rise in Covid-19 we might see further measures by DCFS. It was no contact only, only virtual via video or Zoom. YSB is considered to be essential. We have had some struggles due to individual beliefs and how they follow protocols.

A motion made to approve the Director's Report made by Steve Bouslog, 2nd Evelyn White. All Passed.

Old Business

COA (Update) – Sherri Nestmann

COA was a long hard road. Site visits were all virtual over a period of 4 days. They were very happy with the agency and had good things to say. They were impressed at how well we handled Covid-19 and our programs and staff. We received the pre-commission report which states where we need to make corrections. There were 1100 standards and there was only one that we did not pass. We needed a rating of 1-2 and we received a 3. This was due to caseload ratios not being in compliance. We are allowed 12-15 ratio with occasionally going over. At the time of the review we were at 20 and carrying over for extended periods of time. We have a no decline contract with DCFS which results in the higher caseloads. We have been able to decline some, but they stay in our que.

COVID-19 Frank

Our challenges have been dealing with staff and how to see clients while keeping up with proper

protocols. We are fortunate to have plenty of PPE's. Frank emphasized that staff need to be responsible. Frank cited a DCFS investigation where a worker went to the home and the client did not have a mask on. The worker stayed in the home without that client putting on a mask. This should not be done for the protection of all.

New Business - Jeff DeMoss

Committees-Jeff asked the board members to email Frank their committee preferences and these change in January, 2021. The new committees will be finalized at the January meeting.

Dave stated we will need nominations for new officers in January.

Succession Plan – The plan was approved after changes were made to ensure the agency follows all COA and DCFS staffing/educational requirements.

Motion moved to Adjourn Session by Brian Towne, 2nd by Steve Bouslog, All passed

Meeting adjourned at 6:13 pm

Next Meeting: Thursday, January 21,2021 at 5:00 p.m. Ottawa Office