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*** MEETING MINUTES ***

*City of St. Louis Mental Health Board of Trustees
Minutes of the January 9, 2024 Executive Committee Meeting*

Trustee	Virtual Meeting
Terrell Carter, Chair	Zoom
Donna Schmitt, Vice Chair	Zoom
Rob Poirier, Secretary/Treasurer	Zoom

Others Attending:

Matt McBride, Lashly & Baer, General Counsel
Serena Muhammad, Deputy Director

1. Call to Order

The virtual meeting of the MHB Executive Committee was called to order at 2:02 p.m. by Deputy Director Serena Muhammad. Executive Director Cassandra Kaufman was unable to attend due to a family funeral.

2. Approve December 12 and December 29, 2023 Meeting Minutes

Rob Poirier moved and Donna Schmitt seconded the motion to approve the December 12, 2024 and December 29, 2024 meeting minutes.

3. Review January 18, 2024, Tentative Board Meeting Agenda

The Committee was asked if they had any questions about the agenda. Hearing none, Deputy Director Serena Muhammad proceeded to give an overview of the draft agenda and began with the third agenda item - Appointment of officers nominating committee. The Committee discussed the nomination of officers. Donna Schmitt noted that she had not been contacted about serving as an officer for another year. Serena Muhammad later corrected her statement (in an email after the meeting) to indicate that the Nominating Committee had been contacted to confirm their participation on the Committee, not the Board Officers.

Following that brief discussion, the Committee was informed that the Finance--Investment Committee met on January 8 to review the FY24 budget revision. Controller Susan Kabat will present this agenda item along with Rob Poirier at the January Board meeting.

The Committee was also informed that the Personnel Committee met December 18, 2023 to review and approve new positions and a promotion. The budget impact was briefly discussed.

There were no questions about the remaining tentative Board meeting agenda items, so they were not discussed in detail.

4. **Updates on activities since December 13, 2023 Joint Board meeting** – Serena Muhammad gave an update on Northview Village. Wellness Checks were conducted on January 2, 2024 and MHB staff have been working diligently to place online orders for displaced residents. It has been a team effort that has involved nearly every member of the MHB team. Some staff have worked long hours for multiple days to respond to this urgent community need. The committee expressed an interest in getting a final update or report once the project wraps up.
5. **Adjournment** – There being no other business before the committee, the meeting adjourned at 2:33 PM.