



CITY OF ST. LOUIS MENTAL HEALTH BOARD OF TRUSTEES

Minutes of the February 10, 2026 Virtual Meeting of the Executive Committee

Board Officers	Attendance
Donna Schmitt, Chair	Zoom
Rob Poirier, Vice-Chair	Zoom
Julia López, Secretary/Treasurer	Excused Absence

Others Attending:

Cassandra Kaufman, Executive Director
 Serena Muhammad, Deputy Director
 Matthew S. McBride, General Counsel, Lashly & Baer

1. Call to Order

The virtual meeting of the MHB Executive Committee was called to order at 2:01 PM by Chair Donna Schmitt.

2. Approve January 13, 2026 Meeting Minutes

Board Chair Donna Schmitt moved, and Vice Chair Rob Poirier seconded the motion to approve the January 13, 2026 meeting minutes. The motion passed unanimously.

3. February 19, 2026 Board Meeting Agenda preview

The Executive Committee reviewed and discussed the draft tentative agenda for the February 19 Board meeting.

4. Out of School Time Partnership Opportunity with Clark – Fox Family Foundation

Deputy Director Serena Muhammad presented an opportunity for MHB to partner with the Clark – Fox Family Foundation’s Blueprint4 Initiative on a joint public awareness campaign to promote the importance of quality summer out of school time (OST) programming. MHB has budgeted \$75K in FY26 for public awareness activities. The proposed public awareness partnership would support the build out of MHB’s out of school time strategy in alignment with the characteristics of high quality out of school time programming discussed during the November 2025 OST presentation by Coro Fellow Alford Young III. Board Chair Donna Schmitt and Vice Chair Rob Poirier indicated that they were in favor of the summer public awareness partnership with Blueprint4. Clarification was provided that the public awareness campaign would be regional, but that the Clark – Fox Family Foundation had secured other funding support for areas outside of the city.

5. External Grievance Pertaining to Funded Partner

Executive Director Cassandra Kaufman informed the committee that MHB had received an external grievance against Legal Services of Eastern Missouri’s Legal Advocacy for Adults with Mental Illness program funded through the Community Mental Health Fund. She briefly summarized the nature of the grievance and informed the committee that following her investigation, there was nothing that the funded partner had done or failed to do to address the individual’s needs. Therefore, Cassandra stated that there was nothing that could be done to

satisfy the person alleging the grievance. She mentioned that MHB's external grievance process does allow for the individual making the grievance to contact the MHB Board Chair in the event they are dissatisfied with the Executive Director's decision. Cassandra will send a synopsis of the grievance to the Executive Committee and include General Counsel Matt McBride on any correspondence received from the grievant, as well as any correspondence sent to Board Chair Donna Schmitt from the grievant.

6. Other Business

Cassandra briefly mentioned that the addition of the Data and Performance Analyst position had strengthened the application evaluation criteria being used in the FY27 - 29 review process and that staff were deeply engaged in reviewing applications.

7. Adjourn

There being no other business before the committee, Donna Schmitt made a motion to adjourn, seconded by Rob Poirier, which was unanimously approved. The February 10, 2026 Executive Committee meeting was adjourned at 2:24 PM.