



**ABBREVIATED SEPTEMBER 22, 2022, AGENDA
FOR EXECUTIVE COMMITTEE BRIEFING
September 13, 2022**

Annual Tax Rates Public Hearing prior to meeting

1. Resolution to approve estimated tax rate for CMHF – Rob
 2. Resolution to approve estimated tax rate for CCSF – Rob
 - 3. DOORWAYS PSH modification from original intent Phase 1 – Donna, as temporary Housing Committee member due to conflicts of interest [Does this need to be a resolution?]**
 4. Lutheran Development Group PSH Resolution – Donna
 5. Appoint Linda Grayson as Personnel Committee Chair – Terrell
 6. Approve non-CPA accountant job description – Linda
 7. Nominate 4 prospective Trustees – Carolyn
 8. Agency Presentation – St. Francis Community Services Spanish Language Mental Health program
 9. Trustee portal demonstration – Tom Giles for Sue Culli
 10. Staff Report – Cassandra will likely refer to written report provided following meeting due to time
-

EXECUTIVE COMMITTEE UPDATES

2018 CoC Planning Grant

- This will be the primary topic of discussion related to the HUD finding of a conflict of interest, denial of the request for an exception, and the request by the City Dept. of Human Services to repay the funding for the consultant position totaling \$51,697.44 before the end of September.

When to Return to In-Person Board Meetings

- Discuss options

Board Retreat

- I would like to propose that we conduct a facilitated Board Retreat on Saturday, December 3 from 8:30 AM – 12:30 PM. There are a number of strategic issues that the Board needs more time than is available in the monthly meeting to consider:
 1. Securing outside funding, leveraging funding, and fiscal sponsorships in the context of MHB's mission
 2. Changes to the reserves policy – reducing the percentage threshold and determining how additional funding made available may be used
 3. Determining if the CCSF and CMHF cycles should be aligned as previously proposed
 4. Developing a Board learning agenda
 5. Discussing the Board's own evaluation process

Board Manual & Orientation

- MHB's Board Manual has been completed updated and will serve as the basis for upcoming New Trustee Orientations. I will pilot with Samantha March and Vander Corliss. Samantha March received a very brief orientation as the updated manual was not yet complete. Vander Corliss has not yet participated in an orientation. I propose recording Bill's legal and historic portion of the orientation and making it available in the Trustee Portal. A second orientation would be conducted once the new Trustees are approved.

Forward Thru Ferguson Philanthropic Racial Equity Roundtable

- Terrell and I attended the 2nd session virtually August 26. The first case study was presented by Forward Through Ferguson for the Racial Health and Justice Fund.

\$1M ARPA Youth Violence Prevention Funding

- Our requested change in the project's implementation period is approved and is somewhere in the City's multiple signature routing process.

\$2M ARPA Early Childhood Funding

- We are pleased to report that the deadline was September 9 and we have received 81 applications, double the number originally projected totaling \$3,028,721. A total of \$1,941,119 is available of the \$2M grant. The remaining \$32,381 represents administrative and indirect expense for MHB. Staff will take the next two weeks to review all applications and prepare a list of funding recommendations to be submitted to CDA by September 30.

SAMHSA Community Project Funding for VPC Gun Violence Response Network

- As the federal fiscal year begins on September 30, we anticipate receiving notification of the grant award prior to that date. We have begun advertising for the project consultant.

Staff

- As a result of the projected budget revision increasing MHB's budget from \$18.5M to \$21.5M in October, the additional work from VPC, and a request from the existing CPA accountant to reduce their time from 0.75 FTE to 0.50-0.60 FTE, we anticipate hiring a 1.0 FTE non-CPA accountant before the end of the calendar year. This will increase the number of finance staff from 1.75 to 2.5 FTE. The Personnel Committee will review the job description at its September 12 meeting and will then present it to the full Board for approval at the September meeting.

Allocations

- Project Directors are conducting in-person meetings with all newly funded agencies. Director of Clinical Partnerships, Dave Haasis is meeting with all of the projects in his portfolio.

Finance Committee

- No update.

Nominating Committee

- The Committee will present 4 candidates recommended for nomination to the Board at the September meeting. This culminates 8 interviews. Two candidates were recommended to serve as Community Reviewers. All candidates were notified of the outcome of the recent interview process on September 9.

Program Committee

- We anticipate receiving a request from Behavioral Health Network in time for the October Board meeting to repurpose the \$300K investment already distributed for the Dunnica Sobering Support Center. Within the first 6 months of operation, the project was able to secure ongoing operations funding through DMH. Currently staff are working to schedule a Program Committee meeting either the last week of September or the first week of October to review and vet BHN's request.
- All three parochial afterschool sites will be under contract by September 16 at St. Cecilia (Carondelet), St. Louis Catholic Academy (Penrose), and River Roads Lutheran (Baden).

Housing Committee

- The Housing Committee met August 25 to review the Lutheran Development Group's application for Marquette Homes. The Committee will recommend a \$250K 10-year forgivable loan at the September 22 meeting. As Terrell has a conflict of interest with the DOORWAYS Elliot Place PSH application, he recused himself and did not participate in the meeting. Knowing of this conflict, Donna Schmitt and Linda Grayson were asked to serve temporarily on the Housing Committee while the DOORWAYS application is under consideration.
- The DOORWAYS President and CEO will provide an update at the September 22 meeting at the request of the Housing Committee, since a program modification has been made to the original intent of their Phase 1 project which was approved in January 2020. A second application for Phase II Elliot Place is currently pending the outcome of the modification

discussion. Elliott Place will provide 39 PSH units on DOORWAYS new Jefferson Avenue campus in the JeffVanderLou neighborhood.

Personnel Committee

- See Staff paragraph above

October 20, 2022, Board Agenda Preview

1. Community Mental Health Fund FY24-26 Application Process – Program Committee
2. FY23 Budget revision – Susan, Controller
3. Preliminary FY22 Unaudited Year-End Financials – Susan
4. BHN Request to Repurpose Sobering Center Funding – Julia
5. *Announcement of Board Retreat [TBD] – Terrell*
6. Agency Presentation [TBD]