



Peabody Plaza, 701 Market St., Suite 200, St. Louis, MO 63101
 (314) 535-6964

*** MEETING MINUTES ***

City of St. Louis Mental Health Board of Trustees
 Minutes of the May 16, 2024, Hybrid Board Meeting

Trustee	Attendance	Trustee	Attendance
Donna Schmitt, Chair	Absent	Ronald Griffin	Absent
Robert Poirier, Vice Chair	In-person	Mario Hamell	Zoom
Julia López, Secretary/ Treasurer	Absent	Marcia Hayes-Harris	In-person
Andi Blaylock	In-person	Carolyn Jackson	In-person
Terrell Carter	Zoom	Lisa Mulligan	Zoom
Vander Corliss	In-person	Cassandra Pinkston	Absent
Linda Grayson	Zoom	Janice Thomas	Zoom

Others Attending:

Matthew S. McBride, Board General Counsel
 Cassandra Kaufman, Executive Director
 Serena Muhammad, Deputy Director
 Susan Kabat, Controller
 Andrew Zebell, CPA, Principal, CLA (CliftonLarsonAllen LLP)
 MHB Staff

Call to Order – The meeting of the City of St. Louis Mental Health Board of Trustees (MHB) was called to order at 5:45 p.m. by Board Vice Chair, Rob Poirier. Due to the full agenda, Rob Poirier moved to amend the agenda to remove the agency speaker and staff presentation. The motion was seconded by Vander Corliss and passed unanimously.

Community Comments – There were no community members present who wished to address the Board.

Approval of the April 2024 Board Minutes – The motion to approve the April 18, 2024, meeting minutes was made by Rob Poirier, seconded by Terrell Carter, and passed unanimously.

FY23 Audited Financial Statement and Independent Auditor’s Report – Andrew Zebell, Principal and CPA with CliftonLarsonAllen presented the FY23 Audited Financial Statement and Independent Auditor’s Report. Mr. Zebell presented the completed audit scope, highlighting that no fraudulent activities were found, and the team was now prepared to conduct future audits on a six-month schedule. He also discussed the impact of new accounting standards on government organizations

and the potential of the Inflation Reduction Act for energy efficiency programs and tax credits. A walkthrough of the Mental Health Board's financial statements revealed strong current assets, investments, and manageable liabilities, with a substantial amount of federal funding expected to drive revenue increases in the next fiscal year. The motion to approve the FY23 Audited Financial Statement and Independent Auditor's Report was made by Rob Poirier, seconded by Andi Blaylock and passed unanimously.

Resolution to Approve FY25 Continuation Grants from the Community Mental Health Fund – Vice Chair and Program Committee Member Rob Poirier presented the Resolution to approve FY25 continuation funding for year two of the Community Mental Health Fund grant cycle. The motion to approve the resolution was made by Rob Poirier, seconded by Carolyn Jackson, and passed unanimously.

Resolution to Approve FY25 Continuation Grants from the Community Children's Services Fund – Program Committee Member Marcia Hayes-Harris presented the Resolution to approve FY25 continuation funding for year three of the Community Children's Services Fund grant cycle. The motion to approve the resolution was made by Marcia Hayes-Harris, seconded by Carolyn Jackson, and passed unanimously.

Resolution to Approve FY25 Community Children's Services Fund and Community Mental Health Fund Intergenerational Continuation Grants – Program Committee Member Marcia Hayes-Harris presented the Resolution to approve FY25 continuation funding for year three of the Community Children's Services Fund and Community Mental Health Fund Intergenerational (a.k.a. Hybrid) grants. The motion to approve the resolution was made by Marcia Hayes-Harris, seconded by Vander Corliss, and passed unanimously.

Resolution to Approve FY25 Community Mental Health Funding and Community Children's Services Funding for Partnerships, Initiatives, System Building, and Emerging Needs – Vice Chair and Program Committee Member Rob Poirier presented the Resolution to approve FY25 continuation funding for funding partnerships and initiatives, system building, and emerging needs. The motion to approve the resolution was made by Rob Poirier, seconded by Marcia Hayes-Harris, and passed unanimously.

Staff Report – Executive Director Cassandra Kaufman provided a written report on the major activities and accomplishments of the staff covering the period from April 19, 2024 – May 16, 2024. The report was posted to the Trustee Portal following the meeting.

Cassandra introduced the Board to MHB's new Program Assistant, Cameron Saari. She also announced changes to Board Committee memberships. In consultation with Board Chair Donna Schmitt, the following changes have been made to Board Committee membership for FY25:

- Rob Poirier will step down as chair of the Finance—Investment Committee to assume chairmanship of the Program Committee once again.
- Julia López will relinquish the leadership of the Program Committee to join the Finance—Investment Committee in her new role as Secretary/Treasurer. At her request, she will remain on the Program Committee and participate as her schedule allows.
- Vander Corliss has agreed to serve as chair of the Finance—Investment Committee.
- Ronald Griffin will move from the Program Committee to the Nominating Committee.

Closed Session – Vice Chair Rob Poirier conducted a roll call vote to move the meeting into a closed session citing Sections 610.021(1) and 610.021(17) of the Revised Statutes of Missouri for the purpose of discussing legal actions, causes of action, litigation or privileged communications between the Board’s representatives and its attorneys or auditors.

Andi Blaylock – Yes

Terrell Carter – No response

Vander Corliss – Yes

Linda Grayson – Yes

Ronald Griffin – Absent

Mario Hamell – Yes

Marcia Hayes-Harris – Yes

Carolyn Jackson – Yes

Julia López – Absent

Lisa Mulligan – Yes

Cassandra Pinkston – Absent

Rob Poirier – Yes

Donna Schmitt – Absent

Janice Thomas – Yes

Following the roll call vote to move into closed session, everyone except the Executive Director, Deputy Director, General Counsel, MHB Trustees, and MHB staff running the Zoom were placed into a Zoom waiting room and invited back after the Closed Session concluded for the adjournment of the meeting. The closed session began at 6:29 p.m. during which privileged communications between the Board and its General Counsel were discussed; and ended at 7:09 p.m.

Adjournment – There being no further business before the Board, Carolyn Jackson made a motion to adjourn, seconded by Marcia Hayes-Harris. The motion passed unanimously, and the meeting of the City of St. Louis Mental Health Board of Trustees adjourned at 7:10 p.m.

The next meeting will be Thursday, June 20, 2024, at 5:45 PM in the Summit Conference Room, Peabody Plaza 15th Floor, 701 Market St., St. Louis, MO 63101.