



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 October 16, 2025 Hybrid Board Meeting

Trustee	Attendance	Trustee	Attendance
Donna Schmitt, Chair	In person	Mario Hamell	Zoom
Robert Poirier, Vice Chair	In person	Marcia Hayes-Harris	Absent
Julia López, Sec./Treas.	In person	Carolyn Jackson	Absent
Andi Blaylock	In person	Cassandra Pinkston	Zoom
Vander Corliss	In person	Janice Thomas	Zoom
Ronald Griffin	Zoom		

*Others Attending:*

Matt McBride, General Counsel, Lashly & Baer  
 Cassandra Kaufman, Executive Director  
 Serena Muhammad, Deputy Director  
 Susan Kabat, Controller  
 MHB Staff

- 1a. **Call to Order** – The regular meeting of the City of St. Louis Mental Health Board of Trustees was called to order at 5:45 p.m. by Board Chair Donna Schmitt.
- 1b. **Community Comments** – There were no community members present who wished to address the Board.
2. **Approval of the September 2025 Board Minutes** – The motion to approve the September 18, 2025, meeting minutes was made by Ronald Griffin, seconded by Julia López, and passed unanimously.
3. **Resolution to Nominate Brian Phillips to the Board** – Board Chair Donna Schmitt presented the resolution and made the motion to nominate Brian Phillips to serve the unexpired board term of Terrell Carter ending December 31, 2026. The motion was seconded by Cassandra Pinkston and passed unanimously.
4. **Resolution to Accept Year 3 Federal Funding Award for SAMHSA SOC 4-Year Cooperative Agreement** – Secretary/Treasurer and Program Committee Member Julia López presented the resolution and made the motion to accept the year three funding award for the FFY 2023 – 2027 SAMHSA System of Care Four-Year Cooperative Agreement for the project period September

2023 through September 2027. The focus of this SOC Cooperative Agreement is children and youth with a serious emotional disturbance (SED) or at risk for an SED that are experiencing or at risk for experiencing homelessness. The motion was seconded by Rob Poirier and passed unanimously.

5. **Resolution to Approve Permanent Supportive Housing 10-Year Forgivable Loan** – Housing Committee Member Janice Thomas presented the resolution and made the motion to award \$500,000 from the Community Mental Health Fund to Peter & Paul Community Services to create 34 studio apartments on the second and eighth floors of the agency’s campus tower building. The motion was seconded by Rob Poirier and passed unanimously.
6. **FY27 – 29 Application Process Overview** – The Program Committee met October 2, 2025 to review the proposed approach and timeline for the upcoming FY27 – 29 Community Mental Health Fund and Community Children’s Services Fund Grant Application Cycle. Deputy Director Serena Muhammad provided a brief overview for trustees.
7. **Staff Report** – Executive Director Cassandra Kaufman provided a written report on the major activities and accomplishments of the staff covering the period from September 19, 2025 – October 16, 2025. The report was posted to the Trustee Portal following the meeting.
8. **Roll Call Vote to Close Meeting** – Board Chair Donna Schmitt made the motion to close the meeting for the purpose of pertaining to Section 621.021(1), subsection(s) 3 and 13 RSMo. and engage in proceedings to: (4) discuss hiring, firing, disciplining, or promoting particular employees pursuant to Section 610.021(3) and 610.021(13). Julia López seconded the motion, and Executive Assistant Alicia Lee called the roll:

<u>Trustee</u>	<u>Vote</u>	<u>Trustee</u>	<u>Vote</u>
Andi Blaylock	Yes	Julia López	Yes
Vander Corliss	Yes	Cassandra Pinkston	Yes
Marcia Hayes-Harris	Absent	Rob Poirier	Yes
Ronald Griffin	Yes	Donna Schmitt	Yes
Mario Hamell	Yes	Janice Thomas	Yes
Carolyn Jackson	Absent		

9. **Closed Session** – The closed session began at 6:44 p.m. at which time matters that were the purpose of the closed session were discussed. After adjourning the closed session, the Board returned to its Regular Session at 7:00 p.m. with ten (10) Board members present: Andi Blaylock, Vander Corliss, Ronald Griffin, Mario Hamell, Julia López, Cassandra Pinkston, Rob Poirier, Donna Schmitt, and Janice Thomas.
10. **Adjournment** – There being no further business before the Board, Andi Blaylock made a motion to adjourn, seconded by Julia López. The motion passed unanimously, and the meeting of the City of St. Louis Mental Health Board of Trustees adjourned at 7:02 p.m.