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*** MEETING MINUTES ***

Minutes of the November 15, 2018, Board Meeting

Trustee Attendance (by phone):

Mary Calzaretta
Terrell Carter
Marguerite Grandelious
Linda Grayson
Darrell Hudson
Carolyn Jackson
David Laslo
Phil Minden
Carla Rose
Donna Schmitt

Others Attending:

William Kuehling, Thompson Coburn
Barb DuBois, CPA, Principal, CliftonLarsonAllen

Jama Dodson, Executive Director

1. **Call to Order** – The Meeting of the Saint Louis Mental Health Board of Trustees was called to order at 5:49 p.m. by Chair, Carolyn Jackson.
2. **Community Comments** – Joe Yancey, Executive Director with Places for People, thanked the Trustees for supporting the *Seeking Safety Trauma Support Group* which is an outreach and support group for families who have been directly impacted by gun violence. He then introduced both Daja Elliott and Debbie Williams who both conveyed how important and impactful this support group has for them by providing a space to process together their grief and trauma and begin to learn coping mechanisms.
3. **Approval of October 2018 Board Minutes** – The motion was made by Marguerite Grandelious and seconded by David Laslo to approve the October 18, 2018 Minutes of the last Trustees meeting as distributed. The motion passed unanimously.
4. **Acceptance of FY18 Audited Financial Statement, Independent Auditor’s Report and OMB Circular A-133** – Barb DuBois Principal with CliftonLarsonAllen, presented both the Audited Financial Statement and the Independent Auditor’s report. Lisa reported that MHB had an unmodified clean opinion – noting there were no material weaknesses or control deficiencies within both the financials and the single audit. A motion to approve the audited financial statement and the federal single audit was made by Mary Calzaretta and seconded by Phil Minden. The motion passed unanimously.
5. **Staff Proposal on Revised Process for CMHF FY2020-22 Concept Paper Selection** - Based on the Board discussion at the October Board meeting, Cassandra developed a

proposed revision to the pre-application Trustee review process. After some discussion, it was determined to not alter anything related to the Pre-Application Phase, but to come to the Trustees in January with a proposal to enhance the Application Phase/review process

6. **Staff Report** – Jama Dodson presented the Executive Director’s report for the period October 19 – November 15, 2018. A written report was distributed as usual. Among other items, the report included the following highlights:
 - MHB staff conducted two pre-application workshops on November 8 and 14. More than 100 people attended the workshops providing information on the use of MHB’s grant portal and how to complete their submissions. Attendance by organizations planning to submit pre-applications is highly encouraged, but not mandatory.
 - From the end of October and throughout the month of November, Project Directors are conducting annual site visits with all funded projects. Site visits include annual contractual due diligence activities: verifying Q1 stewardship reports against source documentation; reviewing select consumer case files against consumer data outcomes reported; discussing program progress, including any challenges and barriers that may impact achievement of contracted outcomes; and updating logic models as needed.
 - Serena Muhammad attended the Missouri Trauma Leadership Roundtable at the Missouri Department of Mental Health. This annual meeting is an invitation-only event to convene leaders in the State who are leading initiatives that focus on Trauma Informed Systems of Care. At the meeting it was announced that both SAMHSA and DESE will adopt the Missouri Model for Trauma Informed Care and Trauma Sensitive Schools.
 - The Violence Prevention Commission hosted a 27th Ward Town Hall meeting in partnership with Alderwoman Pamela Boyd. Congressman Lacy Clay participated as a guest speaker. The meeting was well attended and input from residents will be used to inform the Ward’s strategy for addressing vacant properties and community development.
 - October 24 Jama met with Mayor Krewson, along with Katie Kaufman and Nicole Hudson, to discuss the proposed City Director of Children Youth and Families. Jama agreed to provide a draft of the job description and Year 1 deliverables by the week of October 29—which was done. Jama and Katie offered to help the Mayor hire a qualified candidate including providing names of prospects and interview coordination, if the Mayor wanted.

7. **Adjournment** – There being no further business, Donna Schmitt made a motion to adjourn. The motion was seconded by Carla Rose. The motion passed, and the last Board meeting in 2018 of Saint Louis MHB adjourned at 6:55 p.m. The next meeting of the Trustees will be held on **January 17, 2019**.