



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 January 27, 2024 Board Retreat

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

Others Attending:

Matthew S. McBride, Board General Counsel
Cassandra Kaufman, Executive Director
Serena Muhammad, Deputy Director

Call to Order – The Board Retreat of the City of St. Louis Mental Health Board of Trustees (MHB) was called to order at 9:15 a.m. by Executive Director Cassandra Kaufman.

Welcome & Retreat Objectives – Executive Director Cassandra Kaufman welcomed Trustees and shared the retreat's objectives.

Getting Acquainted Activity – An icebreaker activity was conducted to foster Board cohesion and provide an opportunity for MHB's two newest Trustees, appointed since the January 2023 Retreat, Marcia Hayes-Harris and Janice Thomas to get to know their peers.

Allocations Process Proposed Changes – Due to concerns with time remaining, the order of the agenda was changed to focus on the primary discussion topic—proposed changes to MHB's allocation's process. Deputy Director Serena Muhammad led Trustees through a discussion process focused on the following five areas:

1. The Why, How, and What of Managing Changes to the MHB Allocation Process
2. Transitioning existing Community Children's Services Funding (CCSF) and Community Mental Health Funding (CMHF) cycles and introducing Community Building Grants

3. Launching an Essential Services Fund
4. Policy and Practice Considerations
5. Decision Points

Summary of Recommended Changes to MHB's Community Investment Approach Discussed

Strategy	Purpose	Objectives	Mechanism
Core Funding for Essential Services <i>(Trustees requested to change name from "Essential")</i>	Sustain and improve critical infrastructure for equitable service delivery	Support the most serious disorders - Provide trauma-informed care at an increased level of intensity, consistency, and stability Help the most affected populations – Address barriers to make care more accessible for those most impacted	Longer-term investments for high-performing organizations providing essential services <ul style="list-style-type: none"> • 5-year grant cycle with mid-term continuation application • 1 application for CCSF & CMHF • Prioritize integrated family services • Separate regional braided fund with STLCSF • Explore leveraging Medicaid for Specialized services
Competitive Funding for High Quality Services	Increase the availability of high quality mental health services and supports ranging from universal prevention to recovery	Expand access to the full range of what works – Increase availability of effective evidence-based care in clinical settings and evidence-based/promising practices in non-clinical settings Focus on young people – Intervene early to prevent or lessen the severity of mental health or substance use disorders	3-year investments designed to support high-quality programs across the life span <ul style="list-style-type: none"> • Funding for programs and services that address MHB funding priorities • Focus on projects that remove barriers
Community Building	Support community-driven programs and initiatives that can effectively reach underserved populations	Transform the landscape – Fund innovation and higher risk efforts to create formative change	Smaller grants paired with dedicated technical assistance <ul style="list-style-type: none"> • 2-year grant cycle • Community-driven needs assessment to set funding priorities • Grants under \$100K • Categories: Piloting/launching an innovative concept, Expanding or enhancing an existing program, Maintaining a successful program

Summary of Motions Made and Approved for Changes to MHB's Allocations Process Beginning in FY 2025

1. **Extend Community Children's Services Cycle by one year to align with the Community Mental Health Fund Cycle (June 2026)** – Rob Poirier moved and Donna Schmitt seconded the motion, which was approved unanimously.
2. **Phase-out the practice of opening separate application cycles for the Community Mental Health Fund and the Community Children's Services Fund** – Marcia Hayes-Harris moved and Cassandra Pinkston seconded the motion, which was approved unanimously.

3. **Launch an annual application process with three categories of available funding:**
 - a. Community Children's Services Fund
 - b. Community Mental Health Fund
 - c. Pilot/Community Building

Ronald Griffin moved and Lisa Mulligan seconded the motion, which was unanimously approved.

4. **Launch an Essential Services Fund** – Vander Corliss moved and Carolyn Jackson seconded the motion, which was unanimously approved. Vander Corliss requested that staff find another name for the fund instead of “Essential”.
5. **Use a ranking system during application cycles to allocate available funds when possible** – Andi Blaylock moved and Janice Thomas seconded the motion, which passed unanimously.

Racial Equity Audit and Equity Lens Mapping Update – Executive Director Cassandra Kaufman updated the Trustees on the completion of the equity audit by the entire MHB staff and equity lens maps by individual staff. A more detailed report on the fundings will be provided at the February 15, 2024 Board meeting.

Board Self-Assessment Survey – Executive Director Cassandra Kaufman indicated that only 10 of 14 Trustees had completed the self-assessment online. She will resend the link for the survey.

Adjournment – There being no further business before the Board, Terrell Carter made a motion to adjourn, seconded by Carolyn Jackson. The motion passed unanimously, and the Board Retreat of the City of St. Louis Mental Health Board of Trustees adjourned at 12:30 p.m.

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