



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 March 21, 2024, Hybrid Board Meeting

Trustee	Attendance	Trustee	Attendance
Terrell Carter, Chair	In-person	Mario Hamell	Zoom
Donna Schmitt, 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	Absent
Vander Corliss	In-person	Lisa Mulligan	Zoom
Linda Grayson	In-person	Cassandra Pinkston	In-person
Ronald Griffin	Zoom	Janice Thomas	Absent

*Others Attending:*  
 Matthew S. McBride, Board General Counsel  
 Cassandra Kaufman, Executive Director  
 Serena Muhammad, Deputy Director  
 Susan Kabat, Controller  
 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 Chair, Terrell Carter.

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

**Approval of the February 2024 Board Minutes** – The motion to approve the February 15, 2024, meeting minutes was made by Donna Schmitt, seconded by Carolyn Jackson, and passed unanimously.

**Election of FY 2024 – 2025 Officer Slate** – Carolyn Jackson, Nominating Committee Chair, presented the proposed Officer Slate to serve one-year terms beginning April 18, 2024, for a vote by the Trustees. The motion was made by Carolyn Jackson, seconded by Rob Poirier, and passed unanimously. Trustees approved the following slate of officers to serve one-year terms beginning April 18, 2024, through April 17, 2025:

Chair – Donna Schmitt

Vice Chair – Rob Poirier

Secretary/Treasurer – Julia López

**Job Description Changes** – Personnel Committee Chair Linda Grayson presented recommended changes to one of two job descriptions approved by the Board at the February 15, 2024, meeting. The motion was made by Linda Grayson, seconded by Marcia Hayes-Harris, and passed unanimously. The Board approved the title change from Account Specialist to Program Assistant and the revised duties for this position.

**Agency Presentation** – Allisha Jones-Pickens, Executive Director of Community of Hope, presented on their FY23 – 25 Community Children’s Service Fund Project *Parents and Community Connected*.

**Staff Report** – Executive Director Cassandra Kaufman provided a written report on the major activities and accomplishments of the staff covering the period from February 16, 2024 – March 21, 2024. The report will be posted to the Trustee Portal following the meeting.

**Roll Call Vote to Close the Meeting** – Board Chair Terrell Carter moved, and Vice Chair Donna Schmitt seconded the motion to conduct a roll call vote to close the meeting. Board Chair Terrell Carter called the roll to vote to close the meeting for the purpose of discussing legal actions, causes of action, litigation or privileged communications between the Board’s representatives and its attorneys or auditors pursuant to Sections 610.021(1) and/or 610.021(17).

Andi Blaylock – Yes

Terrell Carter – Yes

Vander Corliss – Yes

Mario Hamell – Yes

Linda Grayson – Yes

Ronald Griffin – Yes

Marcia Hayes-Harris – Yes

Carolyn Jackson – Yes

Lisa Mulligan – Yes

Cassandra Pinkston – Yes

Rob Poirier – Yes

Donna Schmitt – Yes

Janice Thomas – Absent

Julia López – Absent

Following the roll call vote to enter a closed session, everyone except the Executive Director, Deputy Director, Controller, Legal Counsel, and Trustees were placed in a Zoom waiting room and invited back at the conclusion of the closed session. The purpose of the closed session was to inform the Board of a legal matter. The closed session adjourned at 7:23 p.m..

**Adjournment** – There being no further business before the Board, Carolyn Jackson made a motion to adjourn, seconded by Linda Grayson. The motion passed unanimously, and the meeting of the City of St. Louis Mental Health Board of Trustees adjourned at 7:23 p.m.

**The next meeting of the City of St. Louis Mental Health Board of Trustees will be Thursday, April 18, 2024, at 5:45 p.m. in the Summit Conference Room, Peabody Plaza 15<sup>th</sup> Floor, 701 Market St., St. Louis, MO 63101.**