



***** MEETING NOTICE *****

TO: Trustees & Other Interested Persons
FROM: Cassandra Kaufman, Executive Director
DATE: February 13, 2024
SUBJECT: Board Meeting on **Thursday, February 15, 2024, at 5:45 PM, 15th Floor Summit Conference Room, Peabody Plaza, 701 Market St., St. Louis, MO 63101 and via Zoom**
<https://stlmhb.zoom.us/j/85242681773?pwd=c0N0MWsybFlmZmsvYVpmZ1kxblgzdz09>
Passcode: 528279

**CITY OF ST. LOUIS BOARD OF TRUSTEES' MEETING
REVISED TENTATIVE AGENDA
February 15, 2024**

BOARD MEETING

- 1. Community Comments**
Opportunity for individuals from the St. Louis community to comment on issues concerning the Community Children's Services Fund and the Community Mental Health Fund or other issues related to behavioral health needs of children and/or adults. Speakers must sign up in advance and limit comments to three minutes.
- 2. Approval of the January 18, 2024 and January 27, 2024 Board Minutes**
The Trustees will vote whether to approve the meeting minutes from the last meeting held January 18, 2024 and the Board Retreat held January 27, 2024. Minutes are distributed to all recipients on the MHB contact list.
- 3. FY24 Q2 Financial Statements**
Controller Susan Kabat, CPA, will present the FY24 Second Quarter Financial Statements.
- 4. Resolution to Approve Changes to Funding for Early Childhood and Out-of-School Time Services**
Deputy Director Serena Muhammad and Director of Children's Services Denise Carter will present recommended changes to funding for early childhood and out-of-school time services to be implemented in FY25.

The Tentative Agenda was posted on the website of the MHB prior to 24 hours before the meeting of the Board of Trustees and has also been posted on the website of the City of St. Louis, MO. Agenda items may be withdrawn or modified before or during the public meeting at the discretion of the Board.

5. Organizational Racial Equity Audit Findings

Executive Director Cassandra Kaufman will present findings from the racial equity audit process and next steps.

6. Agency Presentation

Darlene Sowell, CEO of Unleashing Potential will present on the organization's summer camp and out-of-school time programs.

7. Board Self-Assessment

Executive Director Cassandra Kaufman will present the findings from the Board Self-Assessment survey completed by Trustees in January 2024. Board Strengths and Opportunities for Improvement will be highlighted.

8. Staff Report

A written update on major activities and accomplishments of the staff since the last meeting of the Trustees will be distributed.

9. Adjournment

The next meeting will be Thursday, March 21, 2024, at 5:45 PM in the Summit Conference Room, Peabody Plaza 15th Floor, 701 Market St., St. Louis, MO 63101.

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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 February 15, 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	Absent	Julia López	In-person
Vander Corliss	In-person	Lisa Mulligan	In-person
Linda Grayson	Zoom	Cassandra Pinkston	In-person
Ronald Griffin	Zoom	Janice Thomas	Zoom

Others Attending:
Matthew S. McBride, Board General Counsel
Cassandra Kaufman, Executive Director
Serena Muhammad, Deputy Director
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 January 18 and January 27 Board Minutes – The motion to approve the January 18, meeting minutes was made by Donna Schmitt, seconded by Carolyn Jackson, and passed unanimously. The motion to approve the January 27 Board retreat minutes was made by Vander Corliss, seconded by Marcia Hayes-Harris, and passed unanimously.

FY24 Q2 Financial Statements – Controller Susan Kabat, CPA, presented highlights of the FY24 Second Quarter Financial Statements.

Resolution to Approve Changes to Funding for Early Childhood and Out-of-School Time Services – Deputy Director Serena Muhammad and Director of Children’s Services Denise Carter presented recommended changes to funding for early childhood and out-of-school time services to be implemented in FY25. Board Chair Terrell Carter made the motion to approve recommended

changes to funding for early childhood and out-of-school time services as presented, which was seconded by Marcia Hayes-Harris. The motion passed unanimously.

Organizational Racial Equity Audit Findings – Executive Director Cassandra Kaufman presented findings from the racial equity audit process and next steps.

Agency Presentation – Niesha Nelson, Associate Director of Strengthening Resilient Families, Gloria Hampton, Chief Program Officer, and Darlene Sowell, CEO of Unleashing Potential presented on the organization's summer camp and out-of-school time programs.

Board Self-Assessment – Executive Director Cassandra Kaufman presented the findings from the Board Self-Assessment survey completed by Trustees in January 2024. Board strengths and opportunities for improvement were highlighted. Use of the Nonprofit Board Self-Assessment Questionnaire© (BSAQ), a tool developed by Edward J. Tomey in 2009, was made possible through the generosity of the New Hampshire Center for Nonprofits. Cassandra Kaufman also presented the results of the January 2024 Board Retreat survey.

Staff Report – Executive Director Cassandra Kaufman provided a written report on the major activities and accomplishments of the staff covering the period from January 19, 2024 – February 15, 2024. The report will be posted to the Trustee Portal following the meeting.

Adjournment – There being no further business before the Board, Donna Schmitt made a motion to adjourn, seconded by Vander Corliss. The motion passed unanimously, and the meeting of the City of St. Louis Mental Health Board of Trustees adjourned at 7:28 p.m.

The next meeting will be Thursday, March 21, 2024, at 5:45 PM in the Summit Conference Room, Peabody Plaza 15th Floor, 701 Market St., St. Louis, MO 63101.