



**\*\*\* MEETING NOTICE \*\*\***

**TO:** Trustees & Other Interested Persons  
**FROM:** Cassandra Kaufman, Executive Director  
**DATE:** June 14, 2024  
**SUBJECT:** Board Meeting on **Thursday, June 20, 2024, at 5:45 PM, 15<sup>th</sup> Floor**  
**Summit Conference Room, Peabody Plaza, 701 Market St., St. Louis, MO 63101 and via Zoom**  
<https://stlmhb.zoom.us/j/89621928740?pwd=RzVEUjl2RHIHL01lQk0zRWtzeHNNZz09>  
Meeting ID: 896 2192 8740  
Passcode: 239805  
Dial by your location +1 312 626 6799 US (Chicago)

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**CITY OF ST. LOUIS MENTAL HEALTH BOARD OF TRUSTEES' MEETING  
TENTATIVE AGENDA  
June 20, 2024**

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**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 May 2024 Board Minutes**

*The Trustees will vote whether to approve the meeting minutes from the last meeting held May 16, 2024. Minutes are distributed to all recipients on the MHB contact list.*

**3. Resolution to Approve Code of Ethics Policy**

*Board Chair Donna Schmitt will present the Resolution to approve the bi-annual Code of Ethics Policy to be filed with Missouri Ethics Commission.*

**4. Quarterly Financial Report**

*Susan Kabat, MHB Controller and CPA, will present the FY24 3<sup>rd</sup> quarter financial report.*

**5. Resolution to Approve FY25 Budget**

*Finance Committee member Vander Corliss will present the Resolution to approve the FY25 annual operating budget.*

**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 Agenda items may be withdrawn or modified before or during the public meeting at the discretion of the Board.**

**6. Resolution to Approve Community Children’s Services’ Emerging Needs Funding to System of Care Partner Projects**

*Program Committee Chair Julia López will present the Resolution to allocate \$35,750 from the Community Children’s Services’ Emerging Needs Fund to two System of Care St. Louis project partners related to changes required by SAMHSA.*

**7. Children’s Mental Health Awareness Day May 9 Presentation**

*MHB Director of Prevention Partnerships Lisa Potts and Children’s Services Project Director Denise Carter will showcase the day’s activities conducted as part of Mental Health Awareness Month and MHB’s Wellness in Neighborhoods Public Awareness Campaign.*

**8. Agency Presentation**

*Alisha Acosta, Director of Quality and Compliance and Jennifer Vorachack, Senior Director of Quality and Compliance will present on FamilyForward’s Child Abuse Prevention and Treatment Services.*

**9. Staff Report**

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

**10. Tentative Closed Session**

*Notice is hereby given that the Board of Trustees may, subject to a motion duly made and adopted, conduct a closed session, for the purpose of considering one or more of the following matters pursuant to Section 610.021(1), Revised Statutes of Missouri, and engage in proceedings to:*

*(1) discuss 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);*

*(2) discuss matters involving the leasing, purchase, or sale of real estate, pursuant to Section 610.021(2);*

*(3) discuss sealed bids and proposals, and related documents, or documents related to a negotiated contract, pursuant to Section 610.021(12); and/or*

*(4) discuss hiring, firing, disciplining, or promoting particular employees pursuant to Section 610.021(3) and 610.021(13).*

**11. Adjournment**

*The next meeting will be **Thursday, August 15, 2024**, at 5:45 PM in the Summit Conference Room, Peabody Plaza 15<sup>th</sup> Floor, 701 Market St., St. Louis, MO 63101.*

**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.**



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 June 20, 2024, Hybrid Board Meeting

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

*Others Attending:*

Andrew Bramman, Board General Counsel (substituting for Matthew S. McBride)  
 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 Donna Schmitt. Chair Schmitt moved, and Vander Corliss seconded the motion to remove the third quarter financial report from the agenda. The motion passed unanimously.

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

**Approval of the May 2024 Board Minutes** – The motion to approve the May 16, 2024, meeting minutes was made by Carolyn Jackson, seconded by Rob Poirier, and passed unanimously.

**Resolution to Approve Code of Ethics Policy** – Board Chair Donna Schmitt presented the Resolution to approve the bi-annual Code of Ethics Policy to be filed with Missouri Ethics Commission. The motion was seconded by Vander Corliss and passed unanimously.

**Quarterly Financial Report** – This item was removed from the agenda.

**Resolution to Approve FY25 Budget** – Vander Corliss presented the Resolution to approve the FY25 annual operating budget. Executive Director Cassandra Kaufman presented the proposed budget. Vander Corliss moved, and Rob Poirier seconded the motion to approve the FY25 budget which passed unanimously.

**Resolution to Approve Community Children’s Services’ Emerging Needs Funding to System of Care Partner Projects** – Program Committee Chair Julia López presented the Resolution to allocate \$35,750 from the Community Children’s Services’ Emerging Needs Fund to two System of Care St. Louis project partners related to changes required by SAMHSA. The motion to approve the Community Children’s Services’ Emerging Needs Funding to System of Care Partner Projects was made by Julia López, seconded by Ronald Griffin, and passed unanimously.

**Children’s Mental Health Awareness Day May 9 Presentation** – MHB Director of Prevention Partnerships Lisa Potts and Children’s Services Project Director Denise Carter showcased the day’s activities conducted for Children’s Mental Health Awareness Day on May 9 at the Magic House’s Delmar Maker Space MADE as part of Mental Health Awareness Month and MHB’s Wellness in Neighborhoods Public Awareness Campaign.

**Agency Presentation** – Jennifer Vorachack, Senior Director of Quality and Compliance and Cassie Esswein, Contracts Manager presented on FamilyForward’s Child Abuse Prevention and Treatment Services.

**Staff Report** – Executive Director Cassandra Kaufman provided a written report on the major activities and accomplishments of the staff covering the period from May 17, 2024 – June 20, 2024. The report was posted to the Trustee Portal following the meeting.

**Adjournment** – There being no further business before the Board, Carolyn Jackson made a motion to adjourn, seconded by Rob Poirier. The motion passed unanimously, and the meeting of the City of St. Louis Mental Health Board of Trustees adjourned at 6:47 p.m.

**The next meeting will be Thursday, August 15, 2024, at 5:45 PM in the Summit Conference Room, Peabody Plaza 15<sup>th</sup> Floor, 701 Market St., St. Louis, MO 63101.**