



**Executive Director's Staff Report**  
**February 21, 2024**  
***(For the period January 19, 2024 – February 15, 2024)***

<b>BOARD / STAFF</b>
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- **Board Orientation**—Trustee Janice Thomas completed her Board Orientation virtually on January 19. Marcia Hayes-Harris completed her orientation in two separate sessions, November 18 and December 2.
- **Q2 Staff Performance Discussions**—were conducted in late January and early February with all staff. As you may recall, the purpose of the quarterly performance focused conversations is to dedicate time thereby increasing the frequency of performance-related discussions and focus on the growth and development of employees.
- **Staff Recruitment**—is underway for the two new staff positions, Account Specialist and Data and Performance Analyst that were approved at the January 18, 2024 Board meeting.

**Staff Activities**

- Children's Service Project Director Denise Carter is participating in UMSL's Neighborhood Leadership Fellows Program this spring. Lisa Potts is an alumnus of the program.
- Director of Prevention Partnerships Lisa Potts participated in the Area Funders Equity in Aging one-day conference. She serves as MHB's liaison to the Aging and Behavioral Health Council.
- Executive Assistant Alicia Lee completed the process to make MHB an eligible employer for the Public Service Loan Forgiveness Program.
- Deputy Director Serena Muhammad, Executive Director Cassandra Kaufman, Children's Services Project Director Denise Carter, and Director of Prevention Partnerships Lisa Potts attended the Philanthropy Missouri Statewide Conference in St. Louis, January 25-26, 2024 at Delmar DevIne.
- Staff completed CPR and First Aid training on January 30, 2024.
- Deputy Director Serena Muhammad met with representatives from Ernst and Young as a guest of the City of St. Louis Office of Violence Prevention to discuss the youth violence prevention efforts underway in the City. She has been asked to serve as a subject matter expert in their work as they assist a local government (undisclosed at this time) in developing a youth violence prevention plan.

**COMMUNITY INVESTMENTS / ALLOCATIONS**  
**(CCSF, CMHF, Funding Partnerships & Initiatives)**

- **Site Visits**—Staff are conducting Q2 site visits with all MHB funded partners following receipt of Q2 reporting January 12.
- **Provisional Status Agencies**—Of the 8 funded partners placed on Provisional Status, one withdrew in November 2023 (Mental Health America of Eastern Missouri, CCSF—EC project) and the other six have successfully met the required milestones for continued funding through the remainder of the FY24 fiscal year. These organizations include:
  - Beginning Futures (CCSF—EC)
  - Missouri Eating Disorder Association CCSF)
  - Queen of Peace Center (CCSF project)
  - Power4STL (Hybrid CMHF—CCSF)
  - St. Francis Community Services (CCSF project)
  - S.T.A.R. Coaching (CCSF—EC)
  - Vitendo4Africa (CCSF project)

**FEDERAL PROGRAMS / STRATEGIC INITIATIVES**

**Violence Prevention Commission**

- **New Leadership Council Members Appointed**—The St. Louis Area Violence Prevention Commission appointed the following new members to its Leadership Council at its quarterly meeting in January:
  - Anthony Franks, Assistant United States Attorney, Director of Community Engagement Eastern District Of Missouri
  - Craig Schmid, City of St. Louis Department of Health
  - Dr. Debra Harper LeBlanc, Academic Dean of Liberal Arts, Forest Park Community College
  - Deidre Griffith, MPH, Vice President Community Health Improvement, BJC Healthcare
  - Haliday Douglas, Executive Director, St. Louis Public Schools Foundation
  - Karen Bradshaw, Regional Director of Community Health, SSM Health Saint Louis and Southern Illinois
  - Kateri Chapman Kramer, Washington University, Institute for Public Health
  - Dr. Kelvin Adams, CEO, St. Louis Community Foundation
  - Mayor Reginald Jones, City of Dellwood

The Leadership Council will provide strategy oversight and support external communications and advocacy efforts.

- **Partnership with City Recreation**—The City of St. Louis Department of Recreation has again asked VPC to assist with offering special programming for extended hours this year. Planning is underway to expand services to four recreation centers.

## FEBRUARY 15, 2024 STAFF REPORT TO MHB TRUSTEES

- **Violence Reduction Center**—The VPC has been participating in weekly implementation team meetings with the Violence Reduction Center to launch a regional plan with a focus on St. Louis City, St. Louis County, and St. Clair County. The plan will feature a focused deterrence model that includes cognitive behavioral theory and street outreach.

### **SAMHSA System of Care**

- **SOC Needs Assessment**—Director of Youth Development Partnerships Poli Rijos submitted the SAMHSA System of Care required Needs Assessment prior to the January 30 deadline.
- **The FFY25 System of Care Non-Competing Continuation Application**—was also successfully submitted.

<b>ADMINISTRATION</b>
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- **FY23 Audit**—The FY23 audit is in the final stage of completion and will be presented at the March 21 Board meeting.

<b>OTHER</b>
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- **Public Awareness Campaign**—Deputy Director Serena Muhammad and Executive Director Cassandra Kaufman have met with the following Alderpersons to introduce MHB and the Wellness in Neighborhoods Public Awareness Campaign:
  - Ward 1 Alderwoman Anne Schweitzer
  - Ward 13 Alderwoman Pam Boyd
  - Ward 6 Alderwoman Daniela Velázquez
  - Ward 3 Alderman Shane Cohn.