



Executive Director's Staff Report
January 16, 2025
(November 22, 2024 – January 16, 2025)

BOARD / STAFF

- **Executive Committee** – The committee held its regular virtual monthly meeting on January 14, 2025, at 2:00 PM to review the January 16, 2025, Board meeting agenda, review the emerging needs request for mental health for childcare providers, and to receive updates on important staff activities since the November 21, 2024, Board meeting.
- **Personnel Committee** – The committee met January 8, 2025, at 12:00 PM to review revisions to two job descriptions and updates to the employee handbook. Updates to the employee handbook will be presented through a resolution at the January meeting.
- **January 25 Board Retreat** – The retreat will be held in the Summit Conference Room on the 15th floor of Peabody Plaza from 9:00 AM – 12:00 PM. Discussion topics will include strategic planning, early childhood RFP process, out-of-school time strategy, funder DEI update, and a review of the upcoming Trustee grant review process.

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

- **Q2 Reporting** – Program staff are currently reviewing Q2 reporting submitted January 9. The majority of agencies report semi-annually at Q2 and Q4. A few agencies that have struggled with reporting in the past report quarterly.
- **Site Visits** – Staff are preparing to conduct annual site visits with funded partners February 10 – March 7 to discuss program performance, contract compliance, and grant stewardship.
- **Systems Change Planning Grant** – The deadline for the Systems Change Initiative Letters of Interest (LOI) was January 9. A total of 15 LOIs were received. Staff are currently reviewing LOIs and meeting with applicants to determine which LOIs will be invited to submit full planning grant applications with technical assistance offered. Trustees will hear presentations from the planning grant finalists in April with recommendations approved at the May Board meeting.
- **Early Childhood RFP** – Children's Services Project Director Denise Carter is working with Deputy Director Serena Muhammad to develop the early childhood application processes for February. The application process will be presented to Trustees at the January 25 Board Retreat for approval.

- **Chiron Community Giving Foundation Partnership** – Serena and Executive Director Cassandra Kaufman responded to questions from the Chiron Community Giving Foundation’s Board prior to the execution of a contract through the St. Louis Community Foundation for calendar year 2025 funding.
- **DMH GROW Initiative** – Serena visited the community partners that comprise the GROW network in December to learn about the programs and introduce MHB as a new resource for the partnership. Serena is currently working with DMH Eastern Region Executive Director Kim Feaman to finalize the budget and contract to serve as the pass-through entity for DMH’s GROW initiative January – June 2025.
- **Marquette Homes Permanent Supportive Housing** – The Lutheran Development Group’s closing Marquette Homes scattered site permanent supportive housing project serving 10 veterans and their families, should be closing within the month.
- **Behavioral Health Urgent Care** – MHB staff toured the new SSM Health Behavioral Health Urgent Care located in the former SLU hospital emergency room in mid-October. MHB committed three years of funding to Places for People to support patient navigation and therapeutic services in the center.

FEDERAL PROGRAMS / STRATEGIC INITIATIVES

Violence Prevention Commission

- **National League of Cities** – MHB concluded its role as the fiscal sponsor for the National League of Cities grant awarded to the City of St. Louis Office of Violence Prevention (OVP). This \$700,000 investment from Wells Fargo, helped the City of St. Louis build critical and hopefully enduring infrastructure. The grant provided funding for technology, training, and community engagement for OVP, much of which was done in partnership with VPC.

System of Care St. Louis

- **System of Care St. Louis** – The System of Care submitted its annual programmatic progress report for its first full year of federal funding. Despite considerable changes to the grant requirements during the first year of implementation, the System of Care met all of its annual programmatic goals.

ADMINISTRATION

- **Accounting Update** – The accounting team is preparing 1099s for distribution and uploading FY24 audit information to CLA’s portal.
- **Senior Fund Accounting Services Transition** – The transition of the accounting and controller services to the Senior Fund’s new accounting services provider Schmersahl Treloar is nearly finished.
- **Parking** – As the Peabody Plaza building is nearing full tenancy, as per MHB’s lease, MHB experienced a planned reduction in the number of parking spaces available in the Peabody garage. We have gone from 15 to 11 effective January 1. Six staff are now parking in the

Stadium West garage. Two spaces will become available once the Senior Fund moves out of the MHB office March 31.

- **New Ancillary Insurance Provider** – MHB’s short and long-term disability/term life/accidental death & dismemberment insurance successfully transitioned to a new carrier on January 1. Not only will this change improve MHB’s customer service experience, but the change will result in an annual cost savings of \$11,095, nearly cutting premiums in half with no reduction in coverage.

OTHER

- **Goldfarb School of Nursing Visit** – Cassandra, Serena, and Director of Prevention Partnerships, Lisa Potts, toured the Barnes Jewish College Goldfarb School of Nursing on January 13, to learn more about their new Psych Mental Health Program. The visit included the opportunity to experience their virtual learning lab and learn about the college’s many community partnerships.