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***** MEETING MINUTES *****

Minutes of the September 26, 2022, Program Committee Meeting

Trustee	Web meeting
Terrell Carter, Board Chair ex-officio	X
Julia López, Committee Chair	X
Robert Poirier	X
Samantha March	Absent

Others Attending:

Cassandra Kaufman, Executive Director
 Serena Muhammad, Deputy Director

1. **Call to Order** – The Meeting of the Saint Louis MHB Personnel Committee was called to order at 1:00 p.m. by Chair Julia López.
2. **Behavioral Health Network request to repurpose Dunnica Sobering Support Center funding commitment to support Medical Respite model**

Executive Director Cassandra Kaufman presented Behavioral Health Network’s (BHN) request to repurpose the \$600K approved to support sobering center operations in FY21 – FY23 to support the development and implementation of a Medical respite model.

BHN as the fiscal sponsor for the Sobering Center enhanced model, working in partnership with Preferred Family Healthcare (PFH) the service implementation partner successfully opened the Dunnica Sobering Support Center (Center) in December 2021. Due to efforts by PFH, within the first six months the Center was successful in securing sustainability funding through the State. As a result, three-year funding commitments for Center operations made by MHB, Missouri Foundation for Health (2-years), SSM Health, BJC, and Mercy totaling \$2,355,995 would no longer be required.

MHB had paid \$300K of its \$600K commitment when in January 2022, staff learned from BHN that the sustainability funding had been secured. Based on this information, the second \$100K payment scheduled for FY22 was not disbursed. BHN indicated that it would work with community partners to identify a gap in the continuum of services and then propose to the five local funding partners that their sobering center funding commitments be repurposed to fill an identified system gap.

Following several months of meetings, the consensus was that the St. Louis area lacked medical respite as an option for safe, short-term recuperative care for people experiencing homelessness with co-occurring chronic illness and indicators of substance use disorder (SUD) in need of treatment post-

discharge, to avoid hospital re-admission and be connected to SUD harm reduction or recovery services.

BHN submitted a proposal (see attached full proposal and executive summary) to MHB requesting to repurpose the \$600K funding commitment to support the development and implementation of medical respite.

According to Dr. Poirier, Missouri is only state without medical respite. The Committee discussed the medical respite proposal and noted that MHB has historically supported projects that address co-occurring and co-morbid behavioral health issues.

Terrell Carter moved and Julia López seconded a motion to approve a recommendation that the Trustees repurpose the \$600K funding commitment to support sobering center operations to the development and implementation of a medical respite model to support people experiencing homelessness with co-occurring chronic illness and indicators of substance use disorder. The motion passed unanimously.

The Committee decided to invite BHN CEO Wendy Orson to make a presentation at the October 20 Board meeting, along with the resolution to repurpose the funding to be presented by Committee Chair Julia López.

3. Proposed changes to upcoming FY24-26 Community Mental Health Fund application process

Deputy Director Serena Muhammad presented planned changes to the upcoming FY24-26 Community Mental Health Fund (CMHF) application process for the Committee's consideration (see attached PowerPoint).

As the CMHF is a smaller tax fund, there are fewer applications to review each cycle. Therefore, it is recommended that the application process be four (4) months and include the following components:

1. Letter of Interest
2. Office Hours
3. Workshops
4. Draft Application Material Submission
5. Required Technical Assistance
6. Final Application Submission

The review process would occur over two (2) months:

ACTIVITY	RESPONSIBLE PARTY	TIMEFRAME
Individual Review – Dedicated time to read and score assigned applications independently	Trustees, Staff, Community Reviewers	1 Week March 6 - 10
Staff Internal Review – Sort and group applications in preparation for Review Meetings	Staff	1 Week March 13 - 17
Joint Review Team Meetings – Teams meet to discuss their assigned applications and recommend rank order	Trustees, Staff, Community Reviewers *Note: Trustees will be equally divided among 3 – 4 review teams, depending on number of applications received	2 Weeks March 20 - 31
Summary Documents – Presentations are prepared to summarize the discussion and recommendations of each team	Staff	2 Weeks April 3 - 14
Full Trustee Review Discussion & Vote – Trustees hear presentations from each team and vote on a final combined ranking	Trustees, Staff	April Board Meeting

Proposed changes from the CCSF application cycle will include:

1. Program Committee members will not be the only Trustees responsible for participating in the Joint Review team. All Trustees will be assigned to Joint Review teams. This eliminates the need for two separate meetings.
2. During the April Board meeting, Trustees will hear a presentation from each group to gain insight into how applications were ranked.
3. Trustees will then finalize a combined ranking to allocate funding across all applications instead of making allocations at the Team level.

The CMHF outcome comes from MHB's Theory of Change: Adults with mental health and/or substance use conditions initiate and sustain healthy behaviors.

Program Staff are currently working to develop the FY24-26 CMHF Funding Priorities based on Community Needs using the following sources:

- MHB St. Louis Adult Behavioral Health Needs Assessment 2018
- Community Health Needs Assessment – City of St. Louis Department of Health and St. Louis County Department of Public Health 2022
- St. Louis Regional Health Commission Access to Care Databook 2022

Recommended priorities will be presented to the Program Committee for review and approval.

4. Preview of strategic investment discussion planned for January 2023 Board Retreat

Deputy Director Serena Muhammad a preview of factors to be considered and discussed by the Board related to MHB's investment approach during the upcoming January 2023 Board Retreat (see attached PowerPoint).

Items to be discussed include:

- Theory of Change Key Factors
 1. Policy & Systems Change

2. Communities, Services, & Systems
 3. Behavioral Health Services & Prevention Efforts
- Theory of Change Interventions and potential multiple levels of engagement for Investment Strategies
 1. Core Funding for Essential Services
 2. Flexible Funding for High Quality Services
 3. Community Building
 - Proposed phased implementation timeline for FY23 – FY27
 - Trustee discussion and decision points for the retreat:
 1. Establish Core Funding for Essential Programs with 5-year funding cycle at approximately 35% - 40% of annual budget
 2. Extend CCSF FY23-25 cohort by one year to end in FY24
 3. Establish one CCSF and CMHF application process to support essential programs
 4. Authorize Early Childhood Facility Improvement Fund
 5. Authorize special meeting to allocate unspent CCSF funding for 2 ½ year grants as a part of the CCSF FY23-25 cohort
 6. Establish Community Building Fund at approximately 5% - 10% of annual budget
5. **Adjournment** – There being no further business before the Committee, the meeting of the Saint Louis MHB Program Committee adjourned at 1:58 p.m.