

City of St. Louis
Mental Health Board
of Trustees

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* * * MEETING MINUTES * * *

Minutes of the November 20, 2003, Meeting

Attendance:

Leon E. Ashford, Ph.D.

Mary Calzaretta

Neil Duncan

Marguerite E. Grandelious

Mary Haberberger

Ruby Jones

William L. Kincaid, M.D.

Deborah M. Simmons Wilson

Don Cuvo, Executive Director

The meeting was chaired by President Dr. William Kincaid.

1. **Community Comments** - Brenda Mahr, Executive Director of The Employment Connection, and Darryl Grimes, Executive Director of DART, reviewed the partnership program funded by MHB. This program provides extended aftercare for individuals completing DART's substance abuse treatment program and an array of employment related services provided by The Employment Connection. Darryl Grimes introduced Mike Williams, new program director, and Paul Shannon, new CFO. Darryl said that co-occurring disorders such as substance abuse and mental illness is a growing issue complicating treatment and recovery.

Nicole Delaney, Better Family Life, described some of the cultural enrichments offered by BFL, such as the Urban Rhythms and Culinary Arts programs offered to St. Louis youth. They also provide services to students in SLPS and provide teachers with study guides.

Program Director Fred Marquard and therapist Peg Tyson for Aid for Victims of Crime, distributed their semi-annual Client Services Impact Survey. This survey was designed to evaluate the effectiveness of AVC in two focus areas; the victim's problems and the victim's legal rights. They described the methodology, sample and results.

2. **Ratification of Proceedings of October Meeting** - Due to a procedural oversight at the October meeting, the trustees approved a motion to ratify the deliberations and decisions at the October meeting.
3. **Minutes** - The Minutes of the October meeting were approved as mailed.
4. **Financial Report** - Don Cuvo distributed the Financial Report noting that it reflected 1st Quarter income and expenses. He reminded trustees that MHB revenues and spending is rather predictable with income from December through March, while expenses occurring in relatively equal amounts each quarter. Grant expenses, which represent MHB's largest expenditure, is 29% spent and overall expenses 35% spent at the end of the 1st quarter.
5. **Monthly Grant Report** - Randy Breese presented the monthly grant report. Randy noted that there were several cosmetic changes to the reports this month. Titles are more consistent across the reports, and page numbers have been handwritten at the bottom to make discussion easier to follow at the meetings. Randy noted that he and Connie Schuessler from Acting Comptroller John Bagwell's office had updated all budget items for current year projects, consistent with prior discussions by the Trustees. Randy noted that three projects continue to appear to be overspent. Randy reminded Trustees that this is due to unspent budget amounts from a prior fiscal year not being rolled over into the new year's budget. The new procedure to update grant budget amounts when the actual amounts are known was not in effect for last fiscal year; so, these three amounts will continue to show a budget deficit. Randy noted that none are actual over expenditures. Randy noted that, because of the new procedure, when the new fiscal year begins we should no longer show grants which appear to be overspent.
6. **New Special Initiative: Mental Health Services for Immigrants and Refugees** - Over the course of the past few years, trustees and staff have been sensitized to, both, the unique mental health needs of immigrants and refugees and the inadequacy of the existing public and private mental health system to meet those needs. At the last round of service grant funding, a funding priority for this population was established to ensure that MHB become responsive to this emerging need. One agency was funded. Over the course of the Safe Schools Healthy Students federal grant, MHB became increasingly aware of the specific linguistic and cultural problems encountered by school students from other countries, especially war torn countries and instances of culture clash between foreign and native born students. MHB developed and widely disseminated a guide to services titled, *The World in St. Louis A Cross-Cultural Resource Guide*. MHB's work in this area received national recognition by the federal funding agencies. Over the last year, MHB has convened monthly meetings to coordinate and facilitate idea sharing among the agencies providing mental health services for refugees. These meetings have been quite fruitful. Don requested that trustees ratify the validity of this effort and the staff resources allocated to it by designating it as an "Initiative". For MHB, an Initiative is MHB's response to a community wide problem which requires dedicated staff and financial resources.

Trustees concurred with the importance of this activity and agreed to set aside funds from those allocated to the upcoming 3-Year Grants to be used to leverage federal and foundation grants.

7. **Investment Priorities** - Randy Breese presented the eleven Investment Priorities (formerly called Funding Priorities) which staff are recommending for upcoming new Three Year Grants beginning on July 1, 2004. Randy noted that they are based on the 2001 Needs Assessment, the 2002 Strategic Plan and board approved Funding Policies. Also, considered was the new outcome orientation which becomes effective with this new round of grants. Randy also reported that we wanted to decrease the total number for manageability. The trustees approved the Investment Priorities as presented.

Randy advised trustees that we would discuss the organization and scheduling of the review process at the January meeting. Trustees were asked to consider whether they would prefer a separate review committee for each of the 11 Investment Priorities or to combine closely related priorities into 3 committees: Access, Availability and Quality. Trustees should, also, consider whether they would prefer the committees to conduct more shorter evening meetings or fewer, but longer, Saturday meetings. Randy asked Trustees to be prepared to discuss this in January, so we can get the meetings scheduled.

8. **Resolution to Approve Contract to Update Needs Assessment** - Trustees approved a contract with Vision for Children at Risk (VCR) to update the 1997 Children's Mental Health & Substance Abuse Needs Assessment. Don said that it is seriously out of date and does not reflect the current conditions. He said that the 1997 Assessment served MHB well by leading to the receipt of millions of dollars in federal grants for children's services, such as the Safe Schools Healthy Students and Multisystemic Therapy for Youth in the Juvenile Justice System federal grants.
9. **Trustee Orientation** - Randy advised trustees that the presentation originally scheduled for this month would be deferred. Randy explained that staff & the consultant from Rensselaerville Institute are still working on the revisions to the process. Randy reported that Jim Moore, from Rensselaerville Institute, and he will make the final presentation in January.