

City of St. Louis  
*Mental Health Board*  
of Trustees

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**\* \* \* MEETING MINUTES \* \* \***

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*Minutes of the October 16, 2003, Board Meeting*

*Attendance:*

*Leon E. Ashford, Ph.D.*  
*Chrissie Barfield Campbell*  
*Clement Cann, Jr.*  
*Neil Duncan*  
*Ruby Jones*  
*William L. Kincaid, M.D.*

*Don Cuvo, Executive Director*

The meeting was chaired by President Dr. William Kincaid.

1. **Community Comments** - Phyllis Terry Friedman, Ph.D., Director of the Psychological Services Center at St. Louis University, spoke about the services which are offered to the community by psychology graduate students. They receive referrals from the school system, Head Start, DYS, among others. She said they received a federal grant to help pediatricians identify victims of domestic abuse.

The following individuals provided background on the needs for mental health services for refugees:

Ariel Burgess, International Institute, said that the Institute's purpose is to facilitate resettlement, but as many as 25% exhibit mental disorders associated with torture, such as depression and anxiety, in addition to the mainstream problems such as language and acculturation.

Zed Minale, who is from Ethiopia, gave examples from her own experiences to illustrate some of the problems of African refugees. As Executive Director of African Refugee and Immigrant Services, she said that she knows of no therapists in the metro area targeting African refugees. She stressed the need for services to be offered in culturally sensitive and competent ways.

Fran Schumer, Administrative Director, Center for Survivors of War Trauma and Torture, spoke of a recent training the organization provided for public and private school personnel.

Chris Huber, Director of War Trauma and Recovery Project, said that MHB funded services help refugees from Eastern Europe, Afghanistan and Africa with symptoms of Post Traumatic Stress Disorder stemming from unresolved grief, depression and domestic violence. WTR has been able to serve consumers on its waiting list by contracting with another therapist.

Ilina Moreno, Ph.D., Director, Harmony for Life, said that she provides training in cultural issues. She receives a number of referrals from the juvenile court and described some of the problems experienced by refugee youth.

MHB President, Dr. Kincaid, said that the Regional Health Commission would be interested in hearing these community comments, since they are attempting to develop an integrated health system.

**Announcements** - Don Cuvo said that MHB was recognized for its ongoing support at the recent Citizens for Missouri's Children seminar. A variety of child advocacy organizations were highlighted. He said that Dr. Kincaid and trustee Sharon Fairchild participated. Don said that for the 2<sup>nd</sup> year he will participate in the federal reviews of the Mental Health Block Grants to the States. He is lead reviewer for Colorado, New Mexico and Kansas.

Lisa Chrisco, MHB Federal Grants Manager, announced that MHB received a new 5 year \$2.5 million grant from the federal Center for Mental Health Services. Partners in the grant are the City Health Department, DART, Queen of Peace Center and MIMH as evaluator. It involves identifying and providing drug treatment and support for persons infected or at risk of HIV in the 63115 and 63113 zip codes.

2. **Minutes** - The September minutes were approved as mailed.
3. **Financial Statement** - The Financial Report was approved.
4. **Monthly Grants Report** - Randy Breese presented the monthly grants report. Randy noted that budget items for the Multi-Cultural Training Grant had been changed to reflect the direct contracting with the trainers. \$375 was taken from the Urban Behavioral Healthcare contract budget and placed in each of the trainers budgets, leaving the total project budget unchanged at \$79,920. Randy also reported that the Multi-Cultural Training Project, the HOME Project and the SafeSchools Project were all complete, with the one exception of the final evaluation report on the Multi-Cultural Training Project from CIC Planning Group. Randy reported that all other activities were usual and customary.

5. **Motion to Approve Revised Uses and Limits of Reserved Funds** - Don said that the definitions/descriptions of the Long Term Reserve and Contingency Fund (short term) need to be revised to reflect decisions made in the strategic plan and to conform to current practice. The definitions/ description were developed in the mid 1990's. The following new language was approved by the trustees:

The Contingency Fund (short term reserve) shall accrue so that its balance is no less than 3% and no more than 10% of the annual mental health tax expenditure. Whenever the Contingency Fund balance is in excess of the minimum 3%, MHB may allocate funds for unusual MHB expenditures or make special funding awards.

The Long Term Reserve shall strive to maintain a balance of 130% of the annual mental health tax expenditure. MHB may appropriate funds from the Long Term Reserve for unusual MHB expenditures.

6. **Motion to Revise Funding Policies** - Randy Breese said that, at the previous meeting, he discussed the need to update MHB's Funding Policies. This was done as part of a comprehensive review conducted prior to the RFP's being distributed for the new 3-Year Grant Cycle. At that time he distributed both the existing and recommended new policy document, highlighting the changes. Trustees were asked to call Randy or Don with any questions, comments or concerns so that they may be considered. Several trustees did call. After providing trustees with another opportunity to raise comments, the trustees approved the revisions to the funding policies and the *City of St. Louis Mental Health Board of Trustees Funding Policies Manual*.

7. **Resolution to Provide Contract for Training** - Don Cuvo reminded trustees that at the last strategic planning process, trustees approved a significant shift in the way we approach our grant making responsibilities, namely, MHB will only accept proposals which are outcome driven. While continuing to solicit proposals based on our funding priorities, we will look more critically at whether applications meet the higher threshold stating clear and measurable consumer outcomes. In the past, we were primarily concerned with whether the proposed services were being delivered. Now, we will also be concerned with whether there were appreciable improvements in the consumers' functionality. This is a major change which will require both MHB staff and eligible organizations to learn new methods for writing and evaluating proposals based on outcome measures. The training will include a two day training program for all organizations who plan to apply for MHB funding in the upcoming 3-year round of funding. Don said that several training programs were considered. Staff is recommending a program offered by The Rensselaerville Institute, a national non profit educational organization, with a St. Louis office. Trustees approved a resolution to contract with the Rensselaerville Institute for training.

8. **Resolution Related to Retirement System** - MHB employees were enrolled with the St. Louis Employees Retirement System effective January 2003. Trustees approved a resolution to pay into the Retirement System for all current employees.

9. **Trustees Orientation**: The Three Year Grant Process - Randy Breese presented “Fiscal Year 2005: Funding Priorities”. This was the third in our series of four orientation presentations to prepare Trustees for the upcoming 3-year grant process. Randy advised Trustees that as with the prior two presentations, this one would also be available online.