

City of St. Louis
Mental Health Board
of Trustees

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

Minutes of the February 17, 2005, Board Meeting

Attendance:

*Chrissie Barfield Campbell
Clement Cann Jr.
Flint W. Fowler, Ph.D.
Mary Haberberger
Ruby Jones
William L. Kincaid, M.D.
Melvin Tann*

The meeting was chaired by President Dr. Kincaid.

1. **Community Comments** - Julia Ostropolsky, Bi-Lingual International Assistant Services, introduced trustees to the services of her agency. They provide culturally and linguistically competent services, primarily to the elderly and disabled, although they serve all populations. She said they participate in MHB's Immigrant/Refugee Initiative which meets monthly to share information and coordinate services among agencies which provide mental health services. Ms. Ostropolsky distributed a brochure and fact sheet.

Dan Segal, St. Louis Empowerment Center, said they have settled into their new location at 2734 Gravois. He invited trustees to their Open House on March 17, 2005 from 3:00 - 5:00 P.M.

Don Cuvo introduced Stephen Doss and Alva Smith who have been recommended to the Mayor as new trustees. They have not yet been officially nominated. Don said that Neil Duncan has resigned and he and his wife will be moving to the county. Don praised Neil for his long time contributions to the board and for the unique perspective he brought to issues.

2. **Minutes** - The Minutes of the January meeting were approved as mailed.

3. **Monthly Grants Report** - Randy Breese distributed the monthly grant reports. Randy noted that there was a new report included reflecting the change of the St. Louis Empowerment Center from a regular 3-Year grant to a Special Project. Paraquad replaces the Mental Health Association as the administrative agency. The Depressive Bi-polar Support Alliance (DBSA) is still operating the center, with Paraquad's administrative oversight and assistance. Randy also noted that the report shows this contract as, \$125,000 rather than \$250,000 because it is only for the last half of the fiscal year. Randy also noted that the amounts on the Federal Homeless MI Project report now show up correctly on the report.
4. **Budget Revision** - Carl Toler, MHB's Financial Services Manager with Anders, Minkler & Diehl, presented the Revised Budget for approval. He said that as MHB brings on new sources of revenue, the budget prepared in the Spring may become outdated. He said revenue and expenses associated with a new federal grant awarded in October 2004, and other unexpected and unbudgeted expenses left the approved budget outdated. The trustees approved the Revised Budget.
5. **Appointment of Nominating Committee** - Dr. Kincaid asked for volunteers to serve on a committee to nominate officers for the term beginning in April. Flint Fowler, Ruby Jones and Melvin Tann volunteered.
6. **Resolution Related to Federal Office of Refugee Resettlement Grant** - Don Cuvo reviewed a Resolution approving a subcontract with St. Louis Community College to provide training for mental health interpreters and providers of mental health and substance abuse services. Also, a contract amendment increasing the amount of the original award for Center for Survivors of Torture and War Trauma.
7. **Strategic Planning** - Dr. Kincaid said that the trustees will begin the Strategic Planning process tonight with an Introduction to the Strategic Mapping process developed by The Rensselaerville Institute. This will be followed by an overnight retreat on March 11 and 12, 2005. Consultant Jim Moore reviewed the Strategic Mapping Primer, a booklet which outlines the steps trustees will follow to arrive at a Plan. He also reviewed the results of a phone survey. Trustees were asked their opinions about MHB's strength, limitations and what needs to change. He said that he and the staff had reviewed the 6-month reports from agencies to see how they were applying the new Outcomes Framework. He noted that the new concepts and methodology seem to have caught on, although, some reports over emphasized process (how we do it), rather than outcomes (what we've accomplished).

Dr. Kincaid said that another tool in the strategic planning process is Environmental Scan. The Scan looks at forces external to the organization which needs to be considered in setting future direction. He introduced Brooke Hatton, Strategic Planner for the Regional Health Commission. The RHC is composed of an array of health organizations concerned with the provision of safety net health services, such as the federally funded health centers and schools of medicine. She described the St. Louis Integrated Health network, a regional network of providers who provide speciality care to the uninsured and under insured population.