



Saint Louis Mental Health Board

INVESTING IN PROGRAMS THAT WORK

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*** MEETING MINUTES ***

Minutes of the January 18, 2018, Board Meeting

Attendance:

*Mary Calzaretta
Steve Doss
Linda Grayson
Darrell Hudson
Carolyn Jackson
David Laslo
Jennifer Matthew
Phil Minden
Robert Poirier
Carla Rose
Donna Schmitt*

Others Attending:

William Kuehling, Thompson Coburn

Jama Dodson, Executive Director

Call to Order – The Meeting of the Saint Louis Mental Health Board of Trustees was called to order at 5:42 p.m. by Chair, Carolyn Jackson.

Community Comments – There were no community members present who wished to address the Board.

Approval of November 2017 Board Minutes – The motion was made by David Laslo and seconded by Jennifer Matthew to approve the November 16, 2017 Minutes of the last Trustees meeting as distributed. The motion passed unanimously.

Appointment of the Officers Nominating Committee – Carolyn Jackson appointed the following Trustees to serve on the Officers Nominating Committee- Marguerite Grandelious, Phil Minden and Jennifer Matthew. Each Trustee accepted appointment. Their charge will be to recommend next year's slate of officers- among other duties- in accordance with MHB by-laws.

FY18 2Q Financial Report – Katie Zitt, MHB CPA presented the financial statements for the FY18 2nd Quarter. Among other items she pointed out:

- Tax receipts from the City are greatest from December through January. Cash and cash equivalents at December 31st reflect a surplus that will be used towards grant payments throughout the rest of the year. Tax revenues are cyclical while MHB’s payments to grantees are relatively consistent on a monthly basis.
- Total balance invested with Renaissance was just under \$15 million as of December 31, 2017, with the Children’s Services Fund at approximately \$5.2 million and the Mental Health Fund at approximately \$9.7 million.
- As of Dec. 31, 2017 (end of Qtr. 2) tax revenues received were roughly 67% of the annual budget projection.
- Operating expenses, inclusive of administrative personnel, administration costs and direct project costs, were at roughly 45% of the annual budget--generally in line with budgeted expectations

Following discussion, a motion to approve the report was made by Phil Minden and seconded by Jennifer Matthew. The motion passed unanimously.

Approval of Resolution for Permanent Supportive Housing (PSH) Funding to Horizon Housing Development Company (HHDC) – Based on the recommendation of the MHB

Housing Committee, a resolution was presented by Jama Dodson to authorize PSH funding to Horizon Housing Development Co. (HHDC) with the understanding that the Pope Avenue property operations and ownership would transfer from Queen of Peace Center to HHDC, thereby ensuring 8 units of PSH would continue for another ten years. After some discussion a motion to approve the resolution was made by Mary Calzaretta and seconded by Donna Schmitt. The motion passed unanimously.

Vote on Resolution to Approve Community Children’s Services Fund (CCSF) Projects Invited to Submit Full Applications - Cassandra provided the following information related to the CCSF projects:

- 107 submissions were received;
 - o 71 Concept Papers (new or expanded projects); 36 were recommended by staff to be invited to submit full applications
 - o 36 Intents to Apply (currently funded projects in good standing) all 36 were invited to submit full applications

A motion was made and seconded to accept the resolution to invite 72 projects to submit full applications. Following discussion, a total of six (6) additional projects were moved from “not recommended” into “recommended” status. The motion was made by Phil Minden to modify the original resolution to invite 78 projects to submit full applications; the motion was seconded by

Linda Grayson and unanimously approved (with exception of Rob Poirier who declared a conflict and recused himself).

Presentation on the St. Louis Region Violence Prevention Commission – Serena Muhammad, Director of Strategic Initiatives provided the Trustees with an overview of the St. Louis Region Violence Prevention Commission and MHB’s role in facilitating the initiative—which may deal with politically sensitive issues as it progresses.

Staff Report – Jama Dodson presented the Executive Director’s report for the period November 17, 2017 – January 18, 2018. A written report was distributed as usual. Among other items, the report included the following highlights:

- Mary Calzaretta participated on 12/5/17 FOCUS STL Impact Fellows Health Care Project Pitch. Her team’s “Pitch” idea was the most well-received!
- An overview of the grant selection process and the Board’s role and activities were provided to Rob Poirier, Darrell Hudson, Donna Schmitt and Jennifer Matthew. In addition, a new Trustee Orientation was conducted with Rob and Darrell.
- MHB Accountant, Katie Zitt is relocating; her last day as an employee is Thursday, January 18, 2018. However, until a replacement is found, Katie will be providing accounting support remotely on a contract basis.
- MHB is partnering with ReCAST to develop a youth mini grant program. STL TV and SLATE will help to create promotional content to spread the word about the opportunity for youth and young adults to receive small grants up to \$2,500 for neighborhood focused youth development projects. This is partly in answer to MHB’s desire to continue providing youth development opportunities after ending the youth mini-grant program.

Roll Call Vote to Adjourn to Closed Session – Mary Calzaretta made a motion to close the meeting pursuant to Section 610.021(3) RSMo., relating to the hiring, firing, disciplining or promotion of particular employees where personal information about the employee is discussed or recorded. The motion was seconded by Carla Rose.

A roll call vote to close the meeting was held with the following results:

| | | | |
|------------------------|--------------|-------------------------|--------------|
| <i>Mary Calzaretta</i> | <i>(Yes)</i> | <i>Steve Doss</i> | <i>(Yes)</i> |
| <i>Linda Grayson</i> | <i>(Yes)</i> | <i>Jennifer Matthew</i> | <i>(Yes)</i> |
| <i>Darrell Hudson</i> | <i>(Yes)</i> | <i>Phil Minden</i> | <i>(Yes)</i> |
| <i>Carolyn Jackson</i> | <i>(Yes)</i> | <i>David Laslo</i> | <i>(Yes)</i> |
| <i>Robert Poirier</i> | <i>(Yes)</i> | <i>Carla Rose</i> | <i>(Yes)</i> |
| | | <i>Donna Schmitt</i> | <i>(Yes)</i> |

The open portion of the meeting of the Saint Louis Mental Health Board of Trustees adjourned at 7:15 p.m.

The next meeting of the Trustees will be held on **February 15, 2018**.