



Saint Louis Mental Health Board

INVESTING IN PROGRAMS THAT WORK

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

Minutes of the October 23, 2013, Board Meeting

Attendance:

*Leon E. Ashford, Ph. D.
Kirby Burkholder
Mary Calzaretta
Stephen F. Doss
Carolyn Jackson
Philip Minden
Nina North-Murphy
Roy Wilson, M.D.*

Others Attending:

*William J. Kuehling, Polsinelli
Carl Toler, Anders CPA's + Advisors*

MHB Staff:

*Cassandra Kaufman, Deputy Director
Jennifer Rogers, Sr. Project Director
Serena Muhammad, Sr. Proj. Director
Kristin Cowart, Project Director
Sue Culli, Logistics Manager*

Jama Dodson, Executive Director

The meeting was chaired by Board Chair, Kirby Burkholder.

Call to Order – Chair Kirby Burkholder called the meeting to order at approximately 5:45 p.m. and invited community comments to be made.

Community Comments – Melanie Scheetz, Executive Director of Foster and Adoptive Care Coalition, thanked MHB for supporting their programs that place foster children in the homes of family members and provide support services after placement. She presented two cases of children who experienced positive outcomes as a result of FACC services.

Kim Galinat, on behalf of St. Louis Crisis Nursery, expressed appreciation for MHB's support of their program and shared stories of children who had benefited from Crisis Nursery services.

Minutes – The Minutes of the September 2013, Board Meeting were approved as mailed.

Chair, Kirby Burkholder followed with the announcement that he had received a promotion, to head up his organization's expansion into a new region that requires him to relocate to Detroit. He will be stepping down as Chair after the November 14, 2013, Board Meeting.

He went on to explain that MHB By-Laws require an election to replace the Chair when s/he resigns before the end of the term. The election to elect MHB's next Chair will take place at the November Board meeting. Vice-Chair Nina North-Murphy is willing to be nominated. If any others wish to be considered, nominations from the floor will be accepted tonight or at the meeting next month. If North-Murphy is elected Chair, assuming Roy Wilson moves up to Vice-Chair, then the office of Secretary/Treasurer will also need to be filled.

Trustees expressed congratulations to Kirby on his promotion and appreciation for his leadership of the Board.

1st Quarter Financial Report – Carl Toler, CPA with Anders, CPA's + Advisors, presented the FY14 Quarter 1 revenue/expense report and financial statement. There were no major variances and overall expenses are in line with the approved budget.

Resolution to Approve Reprogramming De-Obligated Community Children's Services Fund (CCSF) Grant Funds to Provide Trauma-Focused Cognitive Behavioral Therapy Training – Executive Director, Jama Dodson, explained that after the FY14 CCSF contracting process; total amount contracted, came to less than what had been approved by the Trustees. It is proposed that these FY14 de-obligated grant funds be used to provide Trauma-Focused Cognitive Behavioral Therapy (TF-CBT) training, for nine MHB-funded clinical youth programs.

The motion was made by Phil Minden and seconded by Leon Ashford to authorize use of de-obligated FY14 CCSF grant funds to contract with Children's Advocacy Center of Greater St. Louis to provide their recognized TF-CBT training with clinical teams from nine MHB-funded programs. Discussion followed as to whether this would or should be a long-term initiative sustained over time or not. At this point, it is being considered a one-time project. The resolution passed unanimously.

Personnel Committee Report – Mary Calzaretta, Chair of the MHB Personnel Committee, reported that the Committee has met three times since members were elected this summer. They plan to meet regularly to advise the Executive Director on HR issues. Two goals were identified for the coming year: 1) to complete a salary study of MHB staff positions; 2) to review and re-vamp the performance evaluation system—including the evaluation process of the Executive Director. In addition, the committee has an interest in ensuring MHB staff have opportunities for professional development. Committee Chair Calzaretta invited the other Trustees to suggest additional goals. More affordable employee health care coverage was recommended—and is already in process.

Resolution to Authorize Notification of Intent to Terminate Health Care Plan – Jama Dodson introduced this item explaining that MHB has maintained employee health care and dental coverage with one carrier for some time. MHB recently obtained a quote from another carrier showing reduction in premiums for equivalent coverage. Terms of the current plan require the Board to approve a resolution notifying its “intent to terminate” the plan, with a rescission option up to November 1st, if the cost savings quoted does not materialize. The motion was made and seconded to authorize the Executive Director to notify MHBs current group health insurance carrier of the *Intent to Terminate* the plan so that an equivalent, less costly plan may be obtained. The resolution passed unanimously.

Another motion was made and seconded to authorize the Executive Director to enter into a new employee group health insurance policy for 2013 if comparable coverage at a reduced cost can be obtained OR to rescind the letter of intent to terminate by November 1, 2013, if for any reason, the cost savings of the new plan does not materialize. The motion carried unanimously.

Special FY13 Year-End Report on MHB Community Investments – Kirby Burkholder introduced Deputy Director Cassandra Kaufman who kicked off the FY13 year-end report. Kaufman presented a financial overview and patterns of MHB investments. Jennifer Rogers followed, presenting impact data on the recently completed 3-year Mental Health Fund grant cycle and the FY13 year-end Children’s Services Fund. Serena Muhammad ended with an overview of the two federal projects (Mental Health/Housing Transformation and Torture Survivors/Care Access for New Americans). The Trustees expressed their appreciation and Jama complimented the entire project staff on an excellent job of making the information meaningful. The Trustees had many questions and a lengthy discussion followed.

Adjourn – Kirby Burkholder concluded the discussion with a reminder that the **next Board meeting** will be on a different week of the month—the **2nd Thursday of the month, November 14** at 5:45 p.m.—just three weeks from tonight. Kirby reiterated that it would also be his last meeting and that the election of a new chair and officers would be taking place then.

A motion to adjourn was made, seconded and passed unanimously. The meeting adjourned at approximately 7:30 p.m.