



Kentucky Office of the Attorney General  
**Regular Meeting-Video Teleconference**  
November 9, 2021  
10:00 a.m. EST  
Minutes

- I. **Call to order.**
- II. **Roll call and introduction of new members:** Heather Wagers, Chelsea Harrod, Christie Penn, Christina Weeter, Rewa Zakharia, Susan Rhema, Carrie Ovey-Wiggins, Sherika Smith, Caroline Ruschell, and Jackie Sugarman.  
Guests: Cathy York, Theresa Gargan, and Laura Kretzer
- III. **Review of minutes from September 14, 2021 meeting:** Motion to approve the minutes made by Jackie Sugarman. Motion seconded by Carrie Ovey-Wiggins. Motion passed unanimously.
- IV. **Elect Officers:** Caroline Ruschell will Chair the Commission for 2022.  
Motion to accept Caroline Ruschell as the Chair of the Commission for 2022 made by Christie Penn. Motion seconded by Heather Wagers. Motion passed unanimously.
- V. **Set 2022 meeting dates:**
  - a. February 22, 2022
  - b. April 26, 2022
  - c. June 28, 2022
  - d. August 23, 2022
  - e. October 25, 2022
  - f. December 6, 2022

Motion to approve the 2022 meeting dates made by Christie Penn. Motion seconded by Susan Rhema. Motion passed unanimously.

- VI. Review of the state model protocol for MDTs:** Laura Kretzer shared the final edits to the Model Team Protocol template.  
Motion to accept final changes to the Model Team Protocol made by Heather Wagers.  
Motion seconded by Rewa Zakharia. Motion passed unanimously.
- VII. KMCCSA Annual Report:** Caroline Ruschell discussed the status of the annual report. She would like to send a draft of the report to members for review. Updating the protocol will be a large portion of the annual report. Currently, there is no PAC data available for the annual report, but it is being worked on. Data from the CACs will be used until PAC data is available and will be shared with members.
- VIII. Partner Updates and Announcements:** Heather Wagers will share information on the regulation committee she will be attending. Christina Weeter shared that KDE has recently released another tool for the trauma informed tool kit that is on trauma informed discipline. Dr. Sugarman stated that CAC of Kentucky has some new medical resources on the CAC website. There will be training of SANE nurses to evaluated kids acutely.
- IX. Adjourn:** Motion to adjourn made by Heather Wagers. Motion seconded by Christie Penn. Motion passed unanimously.

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