



Kentucky Office of the Attorney General
Regular Meeting
Video Teleconference
August 13, 2024
12:00 p.m. EST
Minutes

Primary Location:
Virtual Teleconference

I. Roll Call and Introductions

The meeting was called to order by Commission Chair, Caroline Ruschell, at 12:01 p.m., via Zoom.

Roll Call (All members and guests appeared virtually)

Commission Members:

Caroline Ruschell, Commission Chair, Children’s Advocacy Centers of Kentucky
Captain Jeremy W. Smith, Department of Kentucky State Police (designee for the
Commissioner)

Deborah Sauber, Kentucky Department of Education, Division of Student Success (proxy for
Christina Weeter, designee for the Commissioner)

Erica Paske, Office of the Attorney General, Office of Victims Advocacy

Dolores Smith, Administrative Office of the Courts, Family and Juvenile Services

Susan Rhema, Social Worker in private practice

Brittany Barber, Department for Behavioral Health, Developmental and Intellectual
Disabilities (designee for the Commissioner)

Shericka Smith, Fayette County Public Schools, Department of Student Support Services

Jacqueline Sugarman, Physician, Medical Director for Children’s Advocacy Centers of
Kentucky

Rob Sanders, Commonwealth Attorney for the 16th Judicial Circuit

Guests:

Laura Kretzer, Children’s Advocacy Centers of Kentucky

Serah Wiedenhofer, Office of the Attorney General, Trafficking and Abuse Prevention and
Prosecution

II. Approval of the April 9, 2024, Regular Meeting Minutes

Ms. Ruschell made a motion to approve the minutes as presented. Mr. Sanders seconded this motion. The motion to approve the April 9, 2024, minutes was unanimous.

III. Review and Approval of Local MDT Protocols

The Commission considered the local multidisciplinary team protocols for the following twenty (20) counties:

- Allen
- Anderson
- Bell
- Bourbon
- Butler
- Christian
- Clay
- Estill
- Hopkins
- Jackson
- Laurel
- Madison
- Metcalfe
- Monroe
- Muhlenberg
- Powell
- Rockcastle
- Simpson
- Todd
- Whitley

Each protocol contains the required language from the model protocol template without modifications or additions and provides the appropriate signatures, agency affiliations, and roles served for all team members on the multidisciplinary team. Ms. Ruschell made a motion to approve the protocols as presented. Mr. Sanders seconded this motion. The motion to approve all twenty protocols passed unanimously.

IV. Discussion of Signature Standards for MDT Protocols

Captain Smith attempted to clarify the appropriate ranking for officers signing local protocols on behalf of Kentucky State Police, but he could not be heard. The matter will be addressed at the next regularly scheduled meeting.

V. Review and Discussion of Open Records Requests

The Commission was advised of two (2) open records requests for documents relating to local multidisciplinary teams. The process for handling open records requests was discussed. Mr. Sanders made a motion to provide local teams identified in an open records request with notice of the request and copies of the request and the response. Ms. Dolores Smith seconded this motion. The motion was unanimously passed.

VI. Discuss Working Group to Recommend Changes to MDT Data Collection Tool

The first meeting of the working group will be held on October 8, 2024, either before or after the Commission's in-person meeting. The time will be determined closer to the meeting date.

VII. Discuss Annual Report

The Commission's Annual Report has historically reported on data derived during calendar years. This differs from reporting cycles used by many state agencies and partner organizations, which are based on fiscal years. To align the Commission's reporting with that of other entities, the ending date of this year's Annual Report will be adjusted to correspond with the end of the fiscal year. A draft of this year's Annual Report will be circulated prior to the next meeting to provide the Commission time to consider its contents and prepare for discussion.

VIII. Partner Updates

Fayette County Public Schools will be offering its students a training to address the important topics of suicide, harassment, and bullying.

Children's Advocacy Centers of Kentucky has acquired access to training modules on a variety of topics relating to the work of local multidisciplinary teams. Local children's advocacy centers are being encouraged to share these trainings with multidisciplinary team members.

The Department of Behavioral Health, Developmental and Intellectual Disabilities will be offering a virtual Trauma-Informed Care Train the Trainer program. The two-day training will be free of charge.

The Administrative Office of the Courts will be holding a virtual town hall meeting of the Citizen Foster Care Review Board. The town hall format will use facilitated discussions to highlight the importance of lived experiences and encourage thoughts regarding the foster care program.

IX. Adjournment

Ms. Ruschell made a motion to adjourn the meeting. Mr. Sanders seconded the motion. The motion passed unanimously. The meeting was adjourned at 12:37 p.m.

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