

Child Abuse and Neglect Prevention Board
Grants Management Committee
Special Meeting Minutes
September 19, 2024
Video Teleconference

I. Welcome and Introductions

The Grants Management Committee meeting was called to order at 10:05 a.m., on September 19, 2024, via Zoom video teleconference, by Committee Chair, Andrea Bruns. Ms. Bruns, Captain Bradly Stotts, and Serah Wiedenhoefer were present.

II. Discussion of the Committee’s Role in Fulfilling the Strategic Planning Task of Identifying Gaps in Child Sexual Abuse and Exploitation and Child Abuse and Neglect Prevention Efforts Throughout the State

The purpose of this agenda item was to review the strategic plan and discuss the overlap of the deliverables assigned to the Board’s committees relative to identifying gaps in prevention efforts. There were no questions or requests to discuss.

III. Review and Discussion of Committee’s Role in Ensuring the Sustainability of the Child Victims’ Trust Fund

The sustainability of the Child Victims’ Trust Fund is very important and must always be a consideration in grant funding discussions. Ms. Bruns stated her belief that the Grants Management Committee is obligated to look for additional means to procure funding.

IV. Review of Prior Grant Solicitations and Discussion of Structural and Procedural Changes for a New Request for Proposal (“RFP”)

The Committee considered the process for future grant funding and the structure of future grant applications. The Committee determined that it would benefit from the input of the Board.

V. Creation of Survey for Board Input on Development of a New Request for Proposal (“RFP”)

The Committee discussed the first steps for developing a new request for proposal. The Committee agreed that a survey should be sent to the Board asking for its input regarding the process for and structure of future grant funding.

Ms. Bruns suggested circulating a draft survey to Committee members for review and comment. She also suggested sending the finalized survey to the full Board prior to the next Board meeting so that the results of that survey could be discussed during that meeting. The Committee agreed with both suggestions. Ms. Bruns and Ms. Wiedenhoefer will prepare the draft survey for the Committee’s review and comment.

VI. Discussion of Proposed Timeline for Creation of a Request for Proposal (“RFP”)

The Committee proposed working on the grant application process and structure with the goal of presenting a finalized version to the Board in March 2025. Assuming the Board's approval in March, the application process could begin in April 2025. This proposed timeline will be presented to the Board for its input.

VII. Adjournment

The meeting was adjourned at 10:29 a.m.

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