

Child Abuse and Neglect Prevention Board
Regular Meeting Minutes
January 27, 2025

I. Welcome and Introductions

The Child Abuse and Neglect Prevention Board meeting was called to order at 1:05 p.m., on January 27, 2025, in Conference Room “A” of the Office of the Attorney General, East office, by Board Chair, Serah Wiedenhoefer.

Present

Andrea Bruns, Kentucky CASA Network, Inc.
Mary Carpenter, Cabinet for Health and Family Services
Serah Wiedenhoefer, Office of the Attorney General

Present Virtually

Steve Shannon, Kentucky Association of Regional Programs
Caroline Ruschell, Children’s Advocacy Centers of Kentucky
Mona Womack, Justice and Public Safety Cabinet
Michelle Sanborn, Children’s Alliance
Shannon Moody, Kentucky Youth Advocates (joined at 1:08 p.m.)
Jill Seyfred, Prevent Child Abuse Kentucky (joined at 2:15 p.m.)

Guests in Attendance Virtually

Michelle Lacy, Office of the Attorney General

Guests in Attendance In-Person

CJ Raymer, Office of the Attorney General

II. Financial update by Michelle Lacy, Office of the Attorney General

The Board received financial documentation reflecting the revenues, expenditures, and balances for November and December 2024. Ms. Lacy provided an overview of this information.

III. Review of November 18, 2024, Regular Meeting Minutes for Action by the Board

Mr. Shannon made a motion to approve the November 18, 2024, minutes as presented. Ms. Carpenter seconded the motion. The vote to approve was unanimous. Ms. Seyfred was not present for the voting.

IV. Reports from the Committees

a. Annual Report Committee

Ms. Moody presented the latest version of the gaps analysis survey that was created to gather information regarding child abuse prevention efforts across the Commonwealth. The Board provided additional feedback that will be incorporated prior to circulating the survey. The finalized survey will be sent from the Board’s email account. Board members were asked to provide contact information for partner organizations and agencies that should receive the survey.

b. Governance Committee

Ms. Sanborn informed the Board of the Committee's work on a policies and procedures manual. The Committee hopes to have something for the Board's consideration during the May meeting.

i. Review of the Proposed Logic Model for Action by the Board

The Committee created a Logic Model to serve as a framework for the Board and its work. Ms. Carpenter presented the latest version, which incorporates the Board's feedback from the November 18, 2024, meeting. One additional change was made. Ms. Womack made a motion to adopt the Logic Model with the additional change. Ms. Ruschell seconded the motion. The vote to approve was unanimous. Ms. Seyfred was not present for the voting.

c. Grants Management Committee

Based on the Board's responses to the grant process survey, the Committee had been working on several projects pertaining to grant awards. One consideration was the timing for the grant award process. Ms. Bruns presented the following proposal to align future prevention grant cycles with the state fiscal year:

- In January, the Board would vote on the scope of funding for the upcoming fiscal year.
- In February, notice of the upcoming grant cycle would be posted and the application process would begin.
- The application process would close the end of March.
- In April, the Grants Management Committee would review grant applications.
- In May, the Grants Management Committee would make recommendations to the Board and the Board would vote on applications.

The Board discussed the proposed timeline and considered whether a different timeline should be developed for the conference sponsorship grants. Ms. Bruns made a motion to approve the grant timeline proposal for future grant cycles of both the conference sponsorship grants and prevention grants. Ms. Carpenter seconded the motion. The vote to approve was unanimous. Ms. Seyfred was not present for the voting.

The Committee's work also addressed options for grant funding prior to the implementation of the new grant funding timeline. Ms. Bruns presented the Committee's recommendation to offer conference sponsorship grants during calendar year 2025. After Board discussion of the recommendation, Ms. Bruns made a motion to offer conference sponsorship grants in calendar year 2025. Ms. Carpenter seconded the motion. The vote to approve was unanimous. Ms. Seyfred was not present for the voting. Ms. Bruns advised the Board of the Committee's ongoing work to revise the conference sponsorship application. A finalized version of the conference sponsorship application will be presented to the Board for approval during the March meeting.

The Committee had also considered the amount of funding available for grant applications. That discussion included a review of KRS 41.400, which places limitations on disbursements from the Child Victims' Trust Fund. The Board discussed different interpretations of the statute and decided to request legal guidance from the Kentucky

Office of the Attorney General. Ms. Womack made a motion to request a formal opinion from the Kentucky Office of the Attorney General on the meaning of KRS 41.400. Ms. Bruns seconded the motion. The vote to approve was unanimous.

V. Unfinished Business

The Kentucky Office of the Attorney General's website was updated to reflect that the Board is not currently accepting funding applications and funding proposals will be posted as they become available.

The affidavit for the Child Victim's Trust Fund specialty license plate was updated to reflect the 2022 legislative changes to the Board's name and purpose.

Ms. Seyfred provided the Board with an Out-of-State Travel/Conference Attendance Report for her participation in the Annual Membership Meeting of the Children's Trust Fund Alliance. The report provides information on the event and offers recommendations for the Board.

VI. Partner Updates and Announcements

Ms. Moody provided notice of Children's Advocacy Day on March 5th in the Capitol rotunda.

Ms. Carpenter told the Board that Kentucky was one of five states selected to participate in the TANF (Temporary Assistance for Needy Families) Work and Family Well-being pilot program. The pilot provides flexibility in assessing activities that limit family interaction with DCBS (Department of Community Based Services) and relate to prevention efforts. The program will allow the Cabinet to coordinate efforts of various divisions and improve outcomes for families.

Ms. Seyfred made the Board aware of recent federal legislation. The first awards additional funding through the TANF program for distribution among the states. The second provides a grant process for the states to receive funding to provide child sexual abuse education through the school system.

Ms. Bruns advised the Board that CASA is finalizing its recommendations for improving child welfare. The report highlights some of the prevention efforts occurring in the state and the effectiveness of concrete economic supports for families. Ms. Bruns will circulate the report when it is finalized.

VII. Adjournment

Ms. Carpenter made a motion to adjourn the meeting. Ms. Bruns seconded the motion. The vote to approve was unanimous and the meeting was adjourned at 2:47 p.m.

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