

**Child Abuse and Neglect Prevention Board**  
Regular Meeting Minutes  
November 10, 2025

**I. Welcome and Introductions**

The Child Abuse and Neglect Prevention Board meeting was called to order at 1:01p.m., on November 10, 2025, in Conference Room “A” of the Office of the Attorney General, East office, by Board Chair, Serah Wiedenhoefer.

Present

Mary Carpenter, Cabinet for Health and Family Services  
Bradly Stotts, Kentucky State Police  
Serah Wiedenhoefer, Office of the Attorney General

Present Virtually

Lynn Baker, Education and Labor Cabinet  
Mona Womack, Justice and Public Safety Cabinet  
Shannon Moody, PhD, Kentucky Youth Advocates  
Jill Seyfred, Prevent Child Abuse Kentucky  
Andrea Bruns, Kentucky CASA Network, Inc.  
Michelle Sanborn, Children’s Alliance  
Steve Shannon, Kentucky Association of Regional Programs  
Caroline Ruschell, Children’s Advocacy Centers of Kentucky

Guests in Attendance Virtually

Sara Kitchens, Southcentral Kentucky Kids on the Block  
Michelle Lacy, Office of the Attorney General

**II. Review of Proposed Annual Report for Action by the Board**

The Annual Report Committee drafted a proposed annual report for fiscal year 2025 that was circulated to the Board prior to the meeting. Ms. Womack provided an overview of the report and welcomed suggestions from the Board. Changes were offered and discussed. Ms. Womack made a motion on behalf of the Annual Report Committee to approve the annual report with the suggested changes. Ms. Carpenter seconded the motion. The Board unanimously approved the annual report with the suggested changes.

**III. Grant Funding for Fiscal Year 2027 (July 1, 2026 – June 30, 2027)**

**a. Review of Proposed Prevention Grant Application and Action by the Board**

The Grants Management Committee drafted a proposed prevention grant application that was circulated to the Board prior to the meeting. Ms. Bruns provided an overview of the proposed application, highlighting questions needing input from the Board.

Prior to the Board’s discussion of the proposed prevention grant application and the Committee’s questions, Ms. Seyfred decided to abstain and left the meeting. The

remaining board members reviewed the proposed application and provided feedback. The Board agreed with the application's stated scope of the funding opportunity and rationale for the funding focus. The Board also offered suggestions in response to the Committee's questions.

**b. Update on the Child Victims' Trust Fund Statute, KRS 41.400**

The legal opinion addressing disbursements from the Child Victims' Trust Fund is in the final stages of approval. The hope is to have it finalized within the next few weeks. It will be circulated via email when completed.

**c. Next Steps**

The Committee will revise the prevention grant application to reflect the Board's input and present it to the Board for approval during the January meeting. The Committee will also review the finalized legal opinion and develop a funding recommendation for the Board's consideration.

**IV. Reports from the Standing Committees**

Ms. Seyfred rejoined the meeting.

**a. Annual Report Committee**

Ms. Ruschell announced her resignation from Children's Advocacy Centers of Kentucky effective the end of this month. This will be her last meeting as a member of the Board. The Board expressed its appreciation for her service and leadership.

**b. Governance Committee**

The Committee had nothing new to report.

**c. Grants Management Committee**

The Committee had nothing additional to report.

**V. Financial Update, September and October 2025**

The Board received financial documentation reflecting the revenues, expenditures, and balances for September and October 2025. Ms. Lacy provided an overview of this information.

**VI. Meeting Schedule for 2026**

Following discussion of specific dates, Ms. Wiedenhofer made a motion to adopt the agreed upon dates. Captain Stotts seconded the motion. The motion was unanimously approved.

**VII. Review of September 22, 2025, Regular Meeting Minutes for Action by the Board**

Ms. Carpenter made a motion to adopt the September 22, minutes as presented. Captain Stotts seconded this motion. The motion to adopt was unanimously approved.

**VII. Unfinished Business**

The yearly audit of the specialty license plate sales was completed and submitted to the required state agencies. It is also linked to the Board's web page.

The annual membership meeting of the Children's Trust Fund Alliance begins on November 13, 2025. All members are welcome to attend as schedules allow.

### **VIII. Partner Updates and Announcements**

Kentucky Youth Advocates had two updates. The Kentucky Kids Count data project will be released on December 11, 2025. The data will be unveiled during a webinar at 1 p.m. Also, the annual Blueprint Summit will be held on December 4, 2025. The Summit will preview the 2026 legislative agenda and feature a guest speaker from Voices for Healthy Kids to talk about advocacy. Links to the events were placed in the virtual meeting chat.

Kentucky CASA Network will be holding its state conference in Northern Kentucky on November 17 and 18, 2025.

The Cabinet for Health and Family Services was working hard to distribute SNAP benefits to families during the federal government shutdown.

### **X. Adjournment**

Ms. Wiedenhoefer made a motion to adjourn. Captain Stotts seconded this motion. The motion was unanimous, and the meeting was adjourned at 2:07 p.m.

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