

Child Abuse and Neglect Prevention Board
Regular Meeting Minutes
July 21, 2025

I. Welcome and Introductions

The Child Abuse and Neglect Prevention Board meeting was called to order at 1:03 p.m., on July 21, 2025, in Conference Room “A” of the Office of the Attorney General, East office, by Board Chair, Serah Wiedenhoefer.

Present

Captain Bradley Stotts, Kentucky State Police
Andrea Bruns, Kentucky CASA Network, Inc.
Serah Wiedenhoefer, Office of the Attorney General

Present Virtually

Lynn Baker, Education and Labor Cabinet
Mary Carpenter, Cabinet for Health and Family Services
Mona Womack, Justice and Public Safety Cabinet
Shannon Moody, PhD, Kentucky Youth Advocates (left at 2:58 p.m.)
Jill Seyfred, Prevent Child Abuse Kentucky
Michelle Sanborn, Children’s Alliance
Steve Shannon, Kentucky Association of Regional Programs (left at 2:55 p.m.)
Caroline Ruschell, Children’s Advocacy Centers of Kentucky
Eboni Thompson, Kentucky Administrative Office of the Courts

Guests in Attendance In-Person

Christopher Thacker, General Counsel, Office of the Attorney General

II. Review of May 19, 2025, Regular Meeting Minutes for Action by the Board

Ms. Womack made a motion to adopt the May 19, 2025, minutes as presented. Dr. Moody seconded the motion. The motion to adopt was unanimously approved.

III. Discussion of Child Victims’ Trust Fund Statute, KRS 41.400

Christopher Thacker, General Counsel for the Office of the Attorney General, provided his preliminary thoughts on the interpretation of KRS 41.400 regarding the distribution of funds from the Child Victims’ Trust Fund. A formal legal opinion is being prepared and will be provided to the Board when it is finalized.

IV. Financial Update, May and June 2025

The Board received financial documentation reflecting the revenues, expenditures, and balances for May and June 2025. Ms. Wiedenhoefer provided an overview of this information.

a. Review of Conditionally Approved Conference Funding Proposals for Action by the Board

The Board discussed the balances in each of the funding sources for the Child Victims’ Trust Fund considering Mr. Thacker’s preliminary thoughts on the operation of KRS

41.400. The Board concluded that the existing revenue was sufficient to move forward with the conditionally approved conference funding proposals. Ms. Wiedenhoefer made a motion to fully approve the conference funding proposals. Ms. Bruns seconded the motion. Ms. Seyfred abstained from voting. The motion was unanimously approved by the voting members.

b. Children's Trust Fund Alliance Membership for Action by the Board

The Board's membership in the Children's Trust Fund Alliance is due for renewal. The annual membership fee is \$125. Ms. Wiedenhoefer made a motion to renew the Board's annual membership. Ms. Seyfred seconded the motion. The motion was unanimously approved.

c. Promotional Items for Action by the Board

Promotional items are needed to promote the Child Victims' Trust at various events, such as the Kentucky Employees Charitable Campaign rallies. The Board agreed that items should be purchased, and suggestions were made on the types of items to consider. Ms. Bruns made a motion to approve up to \$2,000 for the purchase of promotional items. Captain Stotts seconded the motion. The motion was unanimously approved.

V. Review of Board's Self-Assessment Tool for Action by the Board

Prior to the meeting, the Board received a copy of the self-assessment tool developed by the Governance Committee. The tool will be circulated via survey and responses will be anonymous. The Governance Committee made a motion to approve the self-assessment tool as presented. The motion was unanimously approved.

VI. Review and Discuss Proposed Communication Policy

Prior to the meeting, the Board received a copy of a proposed communication policy developed by the Governance Committee. The Governance Committee made a motion to approve the proposed communication policy as presented. The motion was unanimously approved.

VII. Review Two-Year Strategic Plan and Discuss Next Steps

The Board discussed its progress during the first year of its strategic plan and considered the tasks for the second year. Timing for establishing committee memberships was discussed. Ms. Seyfred made a motion to align committee chairs and memberships with the adoption of the strategic plan. Ms. Sanborn seconded the motion. The motion was unanimously approved.

VI. Reports from the Committees

a. Annual Report Committee

Doctor Moody presented an overview of the responses to the gaps analysis survey. An Ad Hoc Committee will be formed to review the responses and make recommendations to align the grant application with the survey findings.

b. Governance Committee

The Committee will be continuing its work on developing a policy and procedures manual for the Board.

c. Grants Management Committee

The Committee will be continuing its work on the grant process and the prevention grant application.

IX. Unfinished Business

There was nothing to address.

X. Partner Updates and Announcements

On July 29, 2025, Kentucky Youth Advocates will be hosting a webinar on youth policy advocacy. A link was provided for those interested in attending.

CASA is participating in the Kentucky State Fair's kickoff event, Farms to Fork. Sponsorship funding is available for families involved in the foster care system.

Prevent Child Abuse Kentucky is holding the Kids Are Worth It! Conference on September 15 and 16, 2025.

The Administrative Offices of the Courts will be holding a five-part virtual training for professionals serving children and families in the courts. The Relationships Matter sessions are scheduled for August 20, September 24, October 22, November 19, and December 17, 2025.

XI. Meeting Reminder – September 22, 2025, at 1:00 p.m.

X. Adjournment

Ms. Wiedenhoefer made a motion to adjourn the meeting. Ms. Sanborn seconded the motion. The motion was unanimously passed. The meeting was adjourned at 3:00 p.m.

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