

Child Abuse and Neglect Prevention Board
Regular Meeting Minutes
May 20, 2024

I. Welcome and Introductions

The Child Abuse and Neglect Prevention Board meeting was called to order at 1:05 p.m. on May 20, 2024, in Conference Room “A” of the Office of the Attorney General, East office, by Board Chair, Jeremy Murrell.

Present

Jeremy Murrell, Office of the Attorney General
Mary Carpenter, Cabinet for Health and Family Services
Jill Seyfred, Prevent Child Abuse Kentucky
Andrea Bruns, Kentucky CASA Network, Inc.
Caroline Ruschell, Children’s Advocacy Centers of Kentucky

Present Virtually

Shannon Moody, Kentucky Youth Advocates
Michelle Sanborn, Children’s Alliance
Dr. Christina Howard, Kentucky Chapter of the American Academy of Pediatrics

Guests in Attendance

Stacy Woodrum, Office of the Attorney General
Denise Durbin, Office of the Attorney General
Serah Wiedenhoefer, Office of the Attorney General

II. Financial update by Stacy Woodrum, Office of the Attorney General

The Board received financial documentation reflecting the revenues, expenditures, and balances for March and April 2024. Ms. Woodrum provided an overview of this information.

III. Review of Minutes for Action by the Board

a. March 18, 2024, Regular Meeting Minutes

Ms. Seyfred made a motion to accept the March 18, 2024, minutes as presented. Ms. Ruschell seconded this motion. The motion to approve was unanimous.

b. May 9, 2024, Special Meeting Minutes

Ms. Bruns made a motion to accept the May 20, 2024, minutes as presented. Ms. Carpenter seconded this motion. The motion to approve was unanimous.

IV. Review of Grant Awards for Fiscal Year 2023-2024

a. Conference Sponsorship Grant Awards

The Board awarded three (3) conference sponsorship grants in Fiscal Year 2023-2024. The conference sponsorship events were held in March and April and invoices for approved

event expenses were received. The total funding approved for these three (3) grants was \$7,370.00. However, one grant recipient was unable to obtain materials specified in the approved budget for the event and, as a result, did not use the full amount of funding awarded. The total reimbursement paid for the three (3) conference sponsorship events was \$6,495.98.

b. Prevention Grant Awards

The Board awarded five (5) prevention grants in Fiscal Year 2023-2024. The time frame for executing the approved prevention grant projects is January 16, 2024, to June 30, 2024. The total funding approved for the five (5) prevention grants was \$98,791.55. Reporting and invoicing for the first quarter were submitted by all grantees and invoiced expenses were reimbursed. Second quarter reporting and invoicing are due July 5, 2024. Final overall programmatic reports are due July 31, 2024.

In total, the Board awarded eight (8) grants in the amount of \$106,161.55 for Fiscal Year 2023-2024. Total reimbursements for the approved grant projects will not be known until the final invoicing for the prevention grant projects is submitted and paid.

The Board previously decided to place the conference sponsorship grants on moratorium and the conference sponsorship applications were removed from the Board’s webpage. No further conference sponsorship grant funding will be provided until the Board votes to reinstate the conference sponsorship solicitations. The current prevention grant recipients were told that the Board is engaged in strategic planning and will not be accepting prevention grant applications during that process. The Board was asked to consider whether the prevention grant application should remain on the Board’s webpage. Ms. Ruschell made a motion to remove the prevention grant application from the Board’s webpage. Ms. Bruns seconded the motion. The motion to approve was unanimous.

V. Review of Proposed Budget Change Submitted by Child Watch Counseling and Advocacy Center, Inc. for Action by the Board

Child Watch Counseling and Advocacy Center, Inc. (“Child Watch”) discovered that two of its project’s budgeted costs were overestimated by \$438.30. Child Watch requested approval to reallocate amounts within the cash match and in-kind match funding sources of its budget plan to reflect the actual amounts paid for those costs. In support of its request, Child Watch submitted a revised budget plan reflecting the actual amounts of the costs and the reallocated amounts within the cash match and in-kind match funding sources.

During discussions of the proposed budget change, it was noted that the proposed reallocation complied with statutory requirements that grant applicants match fifty percent (50%) of the amount requested from the trust fund. It was further noted that the proposed reallocation of matching funds did not change the overall cost of the project or the total match provided by the grantee for the project.

Ms. Bruns abstained from voting. Ms. Seyfred made a motion to approve the proposed budget change and adopt the revised budget plan. Ms. Carpenter seconded this motion. The motion to approve was unanimous.

VI. Strategic Planning Discussions

The Board reviewed the priorities identified during its strategic planning meeting held on May 9, 2024, and discussed its next steps for creating a strategic plan. Ms. Bruns made a motion to use fiscal years for the strategic plan, with the first two-year plan starting July 1, 2024, and ending June 30, 2026. Ms. Carpenter seconded this motion. The motion to approve was unanimous.

VII. Partner Updates and Announcements

No updates or announcements were made.

VIII. Adjournment

Ms. Carpenter made a motion to adjourn. Ms. Seyfred seconded this motion. The motion was unanimous, and the meeting was adjourned at 2:22 p.m.

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