

Child Abuse and Neglect Prevention Board
Regular Meeting Minutes
September 16, 2024

I. Welcome and Introductions

The Child Abuse and Neglect Prevention Board meeting was called to order at 1:04 p.m. on September 16, 2024, in Conference Room “A” of the Office of the Attorney General, East office, by Board Chair, Serah Wiedenhoefer.

Present

Caroline Ruschell, Children’s Advocacy Centers of Kentucky
Andrea Bruns, Kentucky CASA Network, Inc.
Mona Womack, Justice and Public Safety Cabinet
Steve Shannon, Kentucky Association of Regional Programs
Captain Bradly Stotts, Kentucky State Police
Shannon Moody, Kentucky Youth Advocates
Serah Wiedenhoefer, Office of the Attorney General

Present Virtually

Mary Carpenter, Cabinet for Health and Family Services
Jill Seyfred, Prevent Child Abuse Kentucky
Michelle Sanborn, Children’s Alliance
Dr. Melissa Currie, Kentucky Chapter of the American Academy of Pediatrics

Guests in Attendance Virtually

Stacy Woodrum, Office of the Attorney General
Michelle Lacy, Office of the Attorney General

II. Financial Review

a. Financial Update by Stacy Woodrum, Office of the Attorney General

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

b. Review of Fiscal Year 2024 Grant Funding Awards

The Board awarded four (4) conference sponsorships grants in Fiscal Year 2023-2024. The total funding approved for these four (4) grants was \$12,370.00. 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 four (4) conference sponsorship events was \$10,415.38.

The Board awarded five (5) prevention grants in Fiscal Year 2023-2024. The total funding approved for the five (5) prevention grants was \$98,791.55. The total reimbursement paid for the five (5) prevention grant projects was \$93,791.55.

In total, the Board awarded nine (9) grants in the amount of \$111,161.55. Total reimbursements for the approved grant projects were \$104,206.93.

III. Review of Minutes for Action by the Board

a. July 15, 2024, Regular Meeting Minutes

Mr. Shannon made a motion to approve the July 15, 2024, minutes as presented. Captain Stotts seconded this motion. The motion to approve was unanimous.

b. August 22, 2024, Special Meeting Minutes

Ms. Bruns made a motion to approve the August 22, 2024, minutes as presented. Ms. Womack seconded this motion. The motion to approve was unanimous.

IV. Kentucky Employees Charitable Campaign (KECC) Update and Consideration of Expense for Action by the Board

The Child Victims' Trust Fund is one of the nine charitable organizations supported by the KECC. Regular meetings are held to support the fundraising efforts and each charitable organization is asked to sponsor a breakfast. Ms. Wiedenhoefer asked the Board to consider allowing an amount of funding to provide for this breakfast, up to \$150. Ms. Womack made a motion to provide up to \$150 for the KECC breakfast. Captain Stotts seconded this motion. The motion to approve was unanimous.

V. Children's Trust Fund Alliance Update and Consideration of Expenses for Action by the Board

a. Continuing Membership

Last year's membership with the Children's Trust Fund Alliance is expiring. If the Board wishes to continue its membership, the annual membership fee is \$125. Ms. Bruns made a motion to continue that membership for the next year. Ms. Moody seconded this motion. The motion to approve was unanimous.

b. Attending the 2024 Annual Membership Meeting

The Children's Trust Fund Alliance is holding its Annual Membership Meeting in November. Last year the Board voted to send two (2) of its members to every annual meeting. However, in light of recent changes made by the Board with the adoption of its strategic plan, attendance at this year's annual meeting needed to be discussed.

The Board was advised that Ms. Seyfred will be attending a portion of the meeting as part of her responsibilities with Prevent Child Abuse Kentucky and many of her trip-related expenses will be covered. Ms. Seyfred graciously offered to attend the second part of the annual meeting and limit her expenses to the costs of the additional meeting registration fee and one night's lodging. Ms. Wiedenhoefer made a motion to send one member to the annual meeting, rather than two, to send Ms. Seyfred as the Board's representative, and to cover the registration fee and one night's lodging. Ms. Ruschell seconded the motion. Ms. Seyfred abstained from the vote. The motion to approve was unanimous.

VI. Unfinished Business

a. Notice of Pause in Grant Funding for Fiscal Year 2025

During the August 22, 2024, special meeting, the Board voted to pause grant funding for the current fiscal year and directed that notice of this decision be posted on the Board's web page and sent to all recent grant recipients. Notice was provided as directed. The Board received copies of the notification placed on the web page and the letter sent to the grant recipients.

b. Review of Addendum to May 20, 2024, Regular Meeting Minutes for Action by the Board

Ms. Wiedenhofer presented the Board with an addendum to the minutes from the May 20, 2024, meeting. The purpose of the addendum is to correct information that was misstated during the May 20, 2024, meeting and reflected in the minutes. Captain Stotts made a motion to approve the addendum and post it on the Board's web page. Mr. Shannon seconded the motion. Dr. Currie abstained from the vote, as a new member who is not familiar with the background information. The motion to approve was unanimous.

VII. Reports from the Committees

a. Annual Report Committee

Ms. Ruschell gave an overview of the draft of the Annual Report for 2024. Board members offered suggestions and discussed changes to the draft. The Committee will present a revised report during the November meeting.

The Committee is also working to identify gaps in prevention efforts throughout the state. The Committee would like input from the Board on how to address this task. A survey will be sent to the Board requesting information on prevention activities happening within each member's agency.

b. Governance Committee

Ms. Seyfred shared that the Committee will be meeting in November to review the bylaws and create a plan for approaching each item assigned to the Committee. Ms. Seyfred welcomed the Board's input on topics for the Committee to consider.

c. Grants Management Committee

Ms. Bruns shared that the Committee has a meeting scheduled for September 19, 2024. The Committee will be considering the grant process and discussing possible changes.

VIII. Partner Updates and Announcements

On March 5th, Kentucky Youth Advocates will be holding its children's advocacy day at the Capitol. Everyone is welcome.

IX. Next Meeting

The next meeting will be November 18, 2024, from 1-3 pm. This will be held in-person in Conference Room “A” of the Office of the Attorney General, East office, as well as having a virtual option.

X. Adjournment

Ms. Bruns made a motion to adjourn the meeting. Captain Stotts seconded the motion. The motion to approve was unanimous and the meeting was adjourned at 2:25 pm.

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