

**Child Abuse and Neglect Prevention Board**  
Special Meeting Minutes  
May 09, 2024

**I. Welcome and Introductions**

The Child Abuse and Neglect Prevention Board meeting was called to order at 12:10 p.m., on May 09, 2024, in the conference room of Kentucky CASA Network, by Board Chair, Heather Wagers.

Present

Heather Wagers, Office of the Attorney General  
Mona Womack, Justice and Public Safety Cabinet  
Bradly Stotts, Kentucky State Police  
Shannon Moody, Kentucky Youth Advocates  
Jill Seyfred, Prevent Child Abuse Kentucky  
Andrea Bruns, Kentucky CASA Network, Inc.  
Michelle Sanborn, Children’s Alliance  
Caroline Ruschell, Children’s Advocacy Centers of Kentucky  
Dr. Christina Howard, Kentucky Chapter of the American Academy of Pediatrics  
Eboni Thompson, Kentucky Administrative Office of the Courts

Present Virtually

Jamie Link, Education and Labor Cabinet  
Mary Carpenter, Cabinet for Health and Family Services  
Steve Shannon, Kentucky Association of Regional Programs

Guests in Attendance

Gregory Nielsen, President and CEO, Nielsen Training & Consulting, LLC  
Serah Wiedenhoefer, Office of the Attorney General

**II. Strategic planning discussions**

The strategic planning discussions began with a review of the duties mandated by KRS 15.920. The Board identified the following four (4) essential buckets of responsibilities it must address:

- Trust fund funding (process of administering and the larger, long-term plan associated with funding efforts);
- Exchanging information;
- Education; and
- Evaluating itself as a Board.

The Board then discussed existing strengths, challenges, opportunities, and threats associated with carrying out its statutory duties. The Board identified its strengths as:

- Funding;
- Knowledge, expertise, and passion of its members;
- Quality review of funding applications (commitment); and
- Legislative support, energy, and interest in the prevention of child maltreatment.

The Board identified its challenges as:

- Reactionary funding;
- Lack of intentionality and evaluation in the funding process;
- Sustainability of the funding revenue;
- Duplication of services/lacking a unique space for the Board's work; and
- Lack of capacity to carry out the statutory mandates.

The Board identified its opportunities as:

- Affiliation with the Office of the Attorney General;
- Flexibility to make decisions that can impact child abuse and neglect prevention efforts;
- Identifying existing gaps in the prevention landscape and promoting coordination and collaboration with agencies that are influential in prevention efforts throughout the state; and
- Long term identification of strategies to address the gaps in the prevention landscape.

The Board identified the threats as:

- Limited funding and the unpredictability of revenue;
- Changes in statutory provisions without consulting the Board
- Not accomplishing the statutory directives
- Lack of resources to accomplish the statutory directives
- Change or become obsolete
- Prevention is hard to measure tangibly

The Board evaluated its statutory duties in the context of its strengths, challenges, opportunities, and threats. Using that framework, the Board considered the steps that must be taken in the next one (1) to two (2) years for the Board to be successful. The Board arrived at the following areas:

- Intentionality in
  - grant funding,
  - evaluating the impact of grant-funded projects, and
  - information gathering;
- Recommending changes to the Legislature to help the state better manage child abuse and neglect prevention (Annual Report);
- Being intentional in identifying gaps in prevention (gap analysis); and
- Creating a structure (a vision for success).

The Board agreed that it wanted to focus most specifically on these four (4) areas for the next one (1) to two (2) years. The Board viewed the identification of gaps in prevention as its overarching priority.

The Board then discussed the next steps for creating its strategic plan. The Board considered goals for each year of the two-year strategic plan.

In the first year of its strategic plan, the Board will:

- Identify the gaps in child abuse and neglect prevention efforts;
- Prepare an annual report; and
- Align the grant process with the identified gaps and the annual report.

In the second year of its strategic plan, the Board will:

- Continue the first year's goals;
- Evaluate the state's child abuse and neglect prevention efforts; and
- Conduct analyses of the gaps existing in the state's child abuse and neglect prevention efforts.

Three committees were created to carry out the work necessary to create the strategic plan and execute the first year of that plan. Those committees are the Annual Report Committee, the Governance Committee, and the Grants Committee.

The Annual Report Committee is tasked with preparing the Board's annual report. It will also conduct an initial analysis of gaps in the child abuse and neglect prevention efforts. Ms. Ruschell, Ms. Moody, and Ms. Womack will serve on the committee. Ms. Ruschell will chair the committee.

The Governance Committee will prepare the Board's bylaws and strategic plan. It will also conduct evaluations of the Board. Ms. Seyfred, Ms. Carpenter, Ms. Thompson, and Ms. Sanborn will serve on the committee. Ms. Seyfred will chair the committee.

The Grants Committee will monitor the finances and budget of the Board. It will also oversee the grants process and the sustainability of revenue. Ms. Bruns, Doctor Howard, and Captain Stotts will serve on the committee. Ms. Bruns will chair the committee.

In the second year of its strategic plan, an additional committee will be created to assume the work of conducting evaluations and gap analyses of child abuse and neglect prevention efforts.

## **VII. Adjournment**

Ms. Moody made a motion to adjourn. Ms. Ruschell seconded this motion. The motion was unanimous, and the meeting was adjourned at 2:49 p.m.

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