

Child Abuse and Neglect Prevention Board
Regular Meeting Minutes
November 18, 2024

I. Welcome and Introductions

The Child Abuse and Neglect Prevention Board meeting was called to order at 1:02 p.m. on November 18, 2024, in Conference Room “A” of the Office of the Attorney General, East office, by Board Chair, Serah Wiedenhoefer.

Present

Michelle Sanborn, Children’s Alliance
Andrea Bruns, Kentucky CASA Network, Inc.
Bradly Stotts, Kentucky State Police
Serah Wiedenhoefer, Office of the Attorney General

Present Virtually

Mary Carpenter, Cabinet for Health and Family Services
Jill Seyfred, Prevent Child Abuse Kentucky
Dr. Melissa Currie, Kentucky Chapter of the American Academy of Pediatrics
Steve Shannon, Kentucky Association of Regional Programs
Caroline Ruschell, Children’s Advocacy Centers of Kentucky
Mona Womack, Justice and Public Safety Cabinet

Guests in Attendance Virtually

Michelle Lacy, Office of the Attorney General

Guests in Attendance In-Person

CJ Raymer, Office of the Attorney General

II. Financial Review

a. Financial Update by Michelle Lacy, Office of the Attorney General

The Board received financial documentation reflecting the revenues, expenditures, and balances for September and October 2024. Ms. Lacy provided an overview of this information.

b. Child Victims’ Trust Fund “I Care About Kids” Specialty License Plate Internal Audit FY 2024

The Board received a copy of the specialty license plate audit for Fiscal Year 2024. The audit verifies that the donations received from the sale of the specialty license plate were used solely for the purposes stated in the initial request for a specialty plate. That request was submitted in 2007 for the purposes of funding child sexual abuse prevention efforts and medical examinations for suspected victims of child sexual abuse. Before the next audit is filed, the purposes will be updated to include funding for child abuse and neglect prevention efforts.

III. Review of September 16, 2024, Regular Meeting Minutes for Action by the Board

Ms. Sanborn made a motion to approve the September 16, 2024, minutes as presented. Captain Stotts seconded this motion. The motion to approve was unanimous.

IV. Reports from the Committees and Review of Membership

a. Annual Report Committee

The Board received copies of the proposed Annual Report for Fiscal Year 2024. The report incorporates feedback received from the Board during the last meeting. Ms. Ruschell provided an overview of those changes. Additional comments were raised and discussed. Ms. Womack made a motion to approve the annual report with the requested changes incorporated. Dr. Currie seconded the motion. The motion to approve was unanimous.

Ms. Ruschell also shared a draft gap analysis survey with the Board. The survey will assist the Board in determining the priorities for grant funding. Ms. Ruschell requested that the Board review the draft and provide feedback.

b. Governance Committee

Ms. Seyfred reviewed the Committee's tasks under the strategic plan for the current year. The first task of establishing the bylaws and mission statement of the Board was completed and approved by the Board. To address the second task of establishing a framework for evaluation of the Board's activities, the Committee developed a logic model that was presented to the Board. The Board discussed the logic model and suggestions were offered. The Committee will make changes to the logic model based on the Board's feedback and present a revised logic model during the January 27, 2025, meeting.

The Committee is also working on an internal assessment to obtain feedback on how the Board is functioning and areas of improvement. The assessment will be used as a foundation on which to build in future years. The Committee hopes to present the internal assessment to the Board soon.

c. Grants Committee

Ms. Bruns reviewed the responses received from the Board on the grants process survey. Based on this feedback, the Board favors the continued funding of both conference sponsorship and prevention programming grants and supports establishing a set amount of funding available each year. Ms. Bruns made a motion to incorporate the feedback from the survey into new grant applications. Dr. Currie seconded the motion. The motion to approve was unanimous.

Ms. Bruns asked whether the public should be updated on the status of grant funding opportunities. The Board discussed the sufficiency of the notice currently posted on the Board's webpage and possible changes to it. Ms. Bruns made a motion to update the website to reflect an anticipated update on the grant funding process in the spring of 2025. Dr. Currie seconded the motion. The motion to approve was unanimous.

d. Committee Membership

Ms. Wiedenhoefer shared that after speaking with the committee chairs, membership will remain the same until approximately next November when they can reevaluate. She asked Board members if they wanted to remain on the same committees and Ms. Bruns pointed out that the Grants Committee only has three members. Dr. Currie offered to be on both the Grants and Annual Report Committee.

V. Meeting Schedule for 2025

The Board discussed possible meeting dates for 2025 and approved the following meeting schedule: January 27, March 17, May 19, July 21, September 22, and November 10.

VI. Unfinished Business

Information on the Child Victims' Trust Fund specialty license plate needs to be updated to reflect changes to the Board's name, membership, and uses for the donations received through the sale of the specialty license plate. Ms. Wiedenhoefer will provide this information to the Transportation Cabinet.

Ms. Wiedenhoefer will also work on getting the Board information about and access to the Children's Trust Fund Alliance's website.

Ms. Seyfred spoke about her experience at the Children's Trust Fund Alliance's annual membership meeting. Several interesting and impactful presentations were made addressing topics such as the intersection of poverty and neglect in federal policy, the evaluating school-based child sexual abuse prevention policies, and helplines and hotlines. Most of the trust fund organizations incorporate parent involvement, which the Board might want to consider as it reviews its statutory framework. Ms. Seyfred also thought the Board should decide whether it is interested in having a presence within the Alliance. If so, it would be beneficial to form connections with other members of the Alliance and maintain consistency in those connections so that relationships can be established.

VII. Partner Updates and Announcements

Ms. Bruns told the Board of a recent presentation from Andrew Bridge, who was a keynote speaker during CASA's statewide volunteer recognition center. She recommended him as speaker. Ms. Bruns also spoke about "Uncharitable," a movie addressing the work of non-profits. She thought the movie was enlightening and recommended it to the Board. Finally, Ms. Bruns shared an opening at CASA for a financial/administrative office position.

Doctor Currie wanted the Board to be aware of an increase in medical neglect cases among children with complex medical needs who are non-verbal and dependent upon caregivers for the basic activities of daily life. There appears to be a lack of awareness among medical providers of the things that should be checked and verified to ensure the wellbeing of these children. Doctor Curry felt this was an educational opportunity for medical and other service providers working with this particularly vulnerable population. It might be area to consider as the Board revises the grant funding process.

Ms. Sanborn advised the Board that Cathy Adams, the Director of Public Policy for Children's Alliance, will be retiring. Children's Alliance will be searching for a replacement and welcomed recommendations.

Ms. Seyfred advised the Board that Prevent Child Abuse Kentucky is currently hiring for three new positions. Those are Upstream Academy coordinator, Lean on Me coordinator, and coordinator of digital and media assets. Recommendations welcomed.

VIII. Adjournment

Ms. Bruns made a motion to adjourn the meeting. Ms. Sanborn seconded the motion. The motion to approve was unanimous and the meeting was adjourned at 2:58 pm.

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