



**Ohio Children's Trust Fund  
Board Meeting Minutes  
September 8, 2016**

**Board Members Present:**

Senator Kevin Bacon  
Carrie Baker  
Angela Bergefurd (Director Tracy Plouck)  
Representative Sarah LaTourette  
Judy Leb  
Dr. Kathi Makoroff  
Michael McCreight (Director Cynthia C. Dungey)  
Ronald Rees

**Board Members Absent:**

Representative Janine Boyd  
Senator Lou Gentile  
Christina Klefeker  
Diana Starkey  
Julie Walburn (Director Rick Hodges)

**Staff Present:**

Kristen Rost, Executive Director  
Eric Campfield, Program Manager  
David Monder, Program Manager  
Nicole Sillaman, Program Manager  
Felicia Saunders, Program Administrator

**Guests:**

Denise Pleska, Senior Staff Attorney for ODJFS  
Ciara Price, Legislative Aide, Representative LaTourette  
Kelly Reidenbach, Deputy Director, ODJFS Office of Legislation  
Bride Sweeney, Legislative Aide, Senator Gentile

Vice Chair Ronald Rees called the Ohio Children's Trust Fund (OCTF) Board Meeting to order at 10:10am on September 8, 2016. A quorum of members was not present.

Vice Chair Rees welcomed to the meeting new OCTF board members Carrie Baker and Michael McCreight as well as new OCTF Program Manager Eric Campfield and new Deputy Director Kelly Reidenbach from the Ohio Department of Job and Family Services' Office of Legislation.

### ***Human Trafficking Statewide Prevention Response***

Nicole Sillaman began her presentation on Ohio's Human Trafficking Statewide Prevention Response by explaining that in January 2016, the OCTF notified 9 organizations that they were selected to receive funding for their human trafficking prevention programs. The total amount awarded for these efforts was \$90,000.

Ms. Sillaman shared multiple achievements resulting from these programs including: 652 adults received training in human trafficking awareness and prevention; 1,263 youth/students received training in human trafficking awareness and prevention; 232,384 individuals viewed human trafficking outreach and awareness materials in the form of billboards, PSAs, posters and flyers; 17 potential victims were referred for services; and 14 survivors of human trafficking were engaged throughout the grant cycle to contribute to the prevention efforts.

Ms. Sillaman noted that the Delaware County Against Human Trafficking Coalition was awarded funding in State Fiscal Year (SFY) 2016, but due to delays in executing their agreement, human trafficking prevention efforts are occurring July 2016 through October 2016.

In addition, on July 12, 2016, the OCTF, in partnership with the Ohio Human Trafficking Task Force, convened the statewide Human Trafficking Prevention Work Group to share statewide updates and present the results and impact of the human trafficking prevention grants. A total of 47 guests were in attendance and participated in discussions pertaining to human trafficking prevention in Ohio. Past grantees, including Asian American Community Services, the Children's Advocacy Center of Guernsey County, Ethiopian Tewahedo Social Services and Sisters in Shelter, reported on their successes, barriers, lessons learned and promising practices.

In addition, a representative on behalf of the Ohio Network of Children's Advocacy Centers presented updates regarding the Children's Advocacy Centers (CACs) response to human trafficking and how they are collaborating with the Human Trafficking Coalitions across the state.

Ms. Sillaman then presented a brief video, prepared by the Ohio Department of Job and Family Services' Office of Communication, highlighting the July 12<sup>th</sup> Work Group meeting.

Following the video, Ms. Sillaman advised members of SFY 2017 human trafficking prevention efforts including: the release of SFY 2017 Human Trafficking Prevention Project grants on August 15, 2016, which are due September 19, 2016; working with the Ohio Human Trafficking Task Force and the University of Toledo in the development of a tool to evaluate human trafficking awareness and prevention activities as well as to develop a guide for those involved in the prevention of youth trafficking to align their prevention efforts with best practices in prevention; and partnering with the Ohio Human Trafficking Task Force on the state's annual conference on enhancing Ohio's response to human trafficking that will occur Thursday, November 10, 2016.

### **New Business**

#### ***OCTF Budget and Finance Committee Update***

Chairman Kevin Bacon asked Executive Director Kristen Rost to provide an update on the OCTF Budget and Finance Committee.

Director Rost reviewed the OCTF SFY 2016 and 2017 operating budgets along with SFY 2016 and 2017 income statements and a draft balance sheet. She also shared some comments from OCTF Board Treasurer Diana Starkey. Treasurer Starkey noted that the total amount of fees from divorce and dissolutions fell short of projected amounts. As a result, she intends to have the Finance Committee explore the reasons for the decline. In addition, the Treasurer noted that total revenues came in above projections as did the amount of donations. Treasurer Starkey plans to have the Finance Committee work to increase donation levels during SFY 2017.

Director Rost also relayed Treasurer Starkey's request for more Finance Committee members. The Director reminded board members that the top priorities for the committee will be increasing corporate donations and ascertaining the reasons for the decline in the divorce and dissolution fee levels. She also confirmed that board members as well as non-board members are welcome to join the committee.

Vice Chair Rees advised that his Chief Financial Officer, Owen Yoder, will join the Finance Committee. OCTF board member Carrie Baker and chairman Kevin Bacon agreed to join the committee as well.

## **Old Business**

### ***Minutes***

With a quorum of members now being present, Chairman Bacon reverted to old business and asked for any additions or revisions to the May 19, 2016 board meeting minutes. Vice Chair Rees motioned that the May 19, 2016 board meeting minutes be approved as written. Dr. Kathi Makoroff seconded the motion and without objection the minutes were approved.

## **OCTF Regionalization Update**

### ***Current Operational Status of Regional Councils***

David Monder began the Trust Fund regionalization update by advising members that the OCTF has identified Regional Prevention Coordinators for all eight regions.

Mr. Monder and Ms. Sillaman then shared the following for the eight regions: information on the appointment of county prevention specialists noting any instances of counties having not appointed members or needing to fill vacancies; timelines of activities noting prior and upcoming council and workgroup meetings for each region; and information provided by regional prevention coordinating entities on the successes and challenges each region has experienced thus far as well as any assistance they are requesting from the OCTF board.

Mr. Monder noted that member directories for each regional prevention council along with council and workgroup meeting schedules are available on the Trust Fund website.

Director Rost encouraged members to attend council meetings. She shared that board member Christina Klefeker attended a Southwest Ohio Regional Prevention Council meeting and her participation had a positive impact on council deliberations and work.

### ***OCTF Board County Prevention Specialist Appointments***

Director Rost reminded members that the board may appoint additional county prevention specialists to serve for a three year term. Interested individuals who are not appointed by their county commissioners may submit an application to the OCTF board.

The Director noted that at the February 18, 2016 board meeting, members expressed their desire to postpone approving requests for appointments until regional prevention councils were meeting and able to advise the board on what expertise they feel is missing or needed on their council. In addition, the board wanted the Trust Fund to share any potential OCTF board applicants with the council to determine their support of the applicant.

Director Rost advised members that the OCTF has received applications from the following individuals: Cheryl Guyton, Coordinator, Ashtabula County Family and Children First Council who is seeking appointment to the Great Lakes Ohio Regional Prevention Council; LeVine Ross, Research and Policy Analyst, Cuyahoga County Council who is seeking appointment to the Great Lakes Ohio Regional Prevention Council; James Foley, Director of Community Education and Prevention Services, Counseling Center of Wayne and Holmes Counties who is seeking appointment to the Northeast Ohio Regional Prevention Council; Alexandra Carpenter, Trauma Program Manager, Atrium Medical Center who is seeking appointment to the Southwest Ohio Regional Prevention Council; and Robert Shapiro, Director, Mayerson Center for Safe and Healthy Children who is seeking appointment to the Southwest Ohio Regional Prevention Council.

Michael McCreight asked the Director to remind members of the intent behind having the OCTF board potentially appoint county prevention specialists. Director Rost explained that while most county commissioners have appointed members to their respective regional prevention councils, some have not as the Ohio Revised Code does not require that they do so. As a result, in order to ensure representation from every county within a region, the board was given the permissive authority to appoint county prevention specialists. Director Rost noted that this permissive authority also helps to ensure diversity on each council. She cited the Southwest Ohio Regional Prevention Council as an example of where all county appointments were made yet council members believed the council was missing certain key experts and have sought OCTF board assistance in appointing additional members.

Board members asked whether the council to which each applicant is seeking appointment relayed their support for the appointment. Director Rost advised that while the Great Lakes Ohio Regional Prevention Council indicated support for Cheryl Guyton and LeVine Ross and the Southwest Ohio Regional Prevention Council indicated support for Alexandra Carpenter and Robert Shapiro, the Northeast Ohio Regional Prevention Council had not indicated similar support for James Foley's application.

Vice Chair Rees motioned to approve the appointments of Cheryl Guyton and LeVine Ross to the Great Lakes Ohio Regional Prevention Council as well as the appointments of Alexandra Carpenter and Robert Shapiro to the Southwest Ohio Regional Prevention Council. Judy Leb seconded the motion. The board voted to approve the motion with Dr. Makoroff abstaining from the vote.

Board members asked Director Rost to advise the Northeast Ohio Regional Prevention Council that they would need to indicate support for James Foley's application for appointment in order for the OCTF board to approve the appointment.

## **April Prevention Month Discussion**

### ***SFY 2016 April Summary Reports***

Director Rost explained that in April 2016, the Trust Fund provided up to \$2,000 to each Public Children Services Agency (PCSA) to support the local promotion of the OCTF #PinwheelSelfie statewide campaign as well as local April events and activities that adhere to the OCTF board approved April 2016 guidelines.

She advised that the Trust Fund disseminated OCTF guidelines on the utilization of April funds, which included OCTF board member feedback including a requirement that any PCSA seeking funding to submit a signed April Funding Request Form to the Trust Fund by February 22, 2016 to ensure compliance with the guidelines. She also noted that 20 PCSAs chose not to utilize the April funding in SFY 2016.

Director Rost briefly reviewed the positive results achieved with the funding during April including: 3,807,493 adults served; 208,133 children served; and 646,435 families served.

The Director then reminded members that, at the November 19, 2015 OCTF board meeting, the April 2016 guidelines were approved to allow counties to utilize 75% of the funds for the #PinwheelSelfie statewide campaign as well as the ability to utilize 25% of the funds for local April events, activities and campaigns.

Director Rost provided information on multiple counties who have not received reimbursement for April expenditures due to not adhering to one or more components of the April guidelines.

Following the Director's presentation, Vice Chair Rees motioned to uphold the requirements of the April 2016 guidelines and approved reimbursement of expenditures in alignment with the guidelines. Judy Leb seconded the motion. The board voted to approve the motion with Carrie Baker abstaining from the vote.

Director Rost then advised board members that five PCSAs failed to submit an April 2016 Child Abuse and Neglect Prevention Month Program Report to the Trust Fund by June 6, 2016. She noted that the board has historically voted to impose penalties for late applications.

Judy Leb motioned to assess a daily prorated penalty based on 365 days for Brown, Cuyahoga, Hancock, Portage and Tuscarawas counties. Dr. Makoroff seconded the motion. The board voted to approve the motion with Carrie Baker abstaining from the vote.

## **Strategic Plan Update**

### ***Strategic Focus Area One – Increase the awareness of the OCTF: External Website Development***

Director Rost shared the steps taken to begin implementation of the five focus areas of the OCTF board approved 2016-2021 Strategic Plan including: implementation of a statewide survey to collect baseline performance metrics; research and discussions for the development of an OCTF website outside of the ODJFS website; and research and discussions for a grants management system to improve the efficiency of the OCTF's grants process.

The Director also advised that effort is currently underway to implement the OCTF's Strategic Focus Area One – Increase the Awareness of the OCTF. She explained that the Trust Fund has

researched and met with website developers to gather a better understanding of project scope and timeline concerning the development of an OCTF website outside of the ODJFS website.

Director Rost explained that there are two proposals under consideration for the OCTF board to move forward with a new website for the Trust Fund: having the ODJFS' Office of Information Services (OIS) develop the site internally or contracting with a third-party vendor to develop the site. She then discussed the benefits and challenges of each proposal.

Board members briefly discussed the two proposals and expressed their support for the Trust Fund working with stakeholders in the development of the website as well as ensuring OCTF ownership of the website domain name.

Following the discussion, Vice Chair Rees motioned to approve competitively bidding the project out to contract with a third-party vendor. Dr. Makoroff seconded the motion. The board voted 7-1 to approve the motion.

### **Statewide Application(s)**

#### ***West Side Catholic Center***

Chairman Bacon postponed consideration of West Side Catholic Center's statewide application as there was no longer a quorum of board members present.

### **OCTF Regionalization Update**

#### ***Status of Regional Needs Assessments***

Ms. Sillaman and Mr. Monder then provided board members with a status update on the comprehensive regional needs assessment for each of the eight regions. They both noted that multiple regional prevention councils have requested OCTF board assistance in accessing the following data: State Automated Child Welfare Information System (SACWIS); Medicaid; Child Care; and Help Me Grow. The Trust Fund is currently assisting with these requests.

#### ***Regional Prevention Plans***

Director Rost explained that the regional prevention coordinating entities participated in the first OCTF Regional Prevention Coordinator Network meeting on June 8, 2016. Following this meeting, the Trust Fund held multiple phone calls with a group of regional prevention coordinating entities in which a priority needs assessment guidance document was developed detailing key child, family, community and society level outcomes.

The Director also discussed the regional prevention plans explaining that on August 2, 2016, the Trust Fund held its second OCTF Regional Prevention Coordinator Network meeting during which the draft version of the regional prevention plan guidance was shared to solicit input and ensure clarity prior to the final version being released. Coordinating entities provided feedback and the final document was disseminated to all regional prevention coordinators and county prevention specialists on August 17, 2016.

Director Rost reviewed the format and components of the regional prevention plans and she noted that the plans are due to the Trust Fund by 3:00pm on Tuesday, November 15, 2016. She advised that the Trust Fund will email the prevention plans to board members for their review and she noted that the plans will include a 2-page executive summary that will be reviewed by the board at

the November 17, 2016 board meeting. The board will be tasked to vote on approving, approving with revisions, or denying the regional prevention plans during this board meeting.

The Director encouraged board members to contact her if they have any questions concerning the regional model or if they could provide assistance to the regional prevention councils that are still seeking to appoint members.

As there was no further business to come before the board, Chairman Bacon adjourned the September 8, 2016 OCTF Board meeting at 12:00pm.

*Handouts:*

OCTF Board Meeting Agenda – September 8, 2016  
OCTF PowerPoint Presentation – September 8, 2016  
OCTF Board Draft Meeting Minutes – May 19, 2016  
SFY 2016 OCTF Operating Budget  
SFY 2016 Income Statement  
SFY 2017 OCTF Operating Budget  
SFY 2017 Income Statement  
Draft Balance Sheet  
OCTF Regional Needs Assessment Priority Guidance  
OCTF Regional Prevention Plan Guidance  
OCTF County Prevention Specialists Directory  
OCTF Board County Prevention Specialist Application Packets  
West Side Catholic Center Application  
Executive Director’s Report