



**Ohio Children's Trust Fund
Board Meeting Minutes
October 8, 2009**

Board Members Present:

Crystal Allen, Vice Chair
Ericka Thoms

Mary Deel
Anthony Trotman

Kelly Lynch

Board Members Absent:

Representative Brown, Chair
Lisa McDuffie
Senator Turner

Director Dawson
Frank Putnam, M.D.
Representative Wagner

Karen Hughes
Senator Schuring

Staff Present:

Candace Novak, Executive Director
Karen Minton, Program Director
Carolyn Brewer, Administrative Assistant

Guests:

Mercy Sutyak (Representative Edna Brown)
Natasha Ewing (Senator Nina Turner)
Sara Hall Phillips (Anthony Trotman)

Vice Chair, Crystal Allen called the Ohio Children's Trust Fund Board Meeting to order at 1:13 p.m. on October 8, 2009. At the start of the meeting a quorum was not present. Therefore, Vice Chair Allen asked that the agenda be adjusted to hold items for vote until a quorum was present. A quorum was met an hour into the meeting.

Reports

Finance Committee Report

The Finance Committee meeting was held on August 4, 2009, and Ericka Thoms, Finance Chair provided a summary. The committee reviewed and approved the Operational Budget for SFYs 2010 and 2011.

Executive Committee Report

The Executive Committee meeting was held on August 4, 2009 and Vice Chair Allen provided a summary. CTF staff are working with the Center for Learning Excellence (CLEX) at OSU on negotiating a lower contract amount and finalizing the contract.

Board members discussed the relationship between the Executive and Finance Committees and the full Board. Vice Chair Allen clarified that the Finance/Executive Committees will meet in the off months in order to ensure that CTF business smoothly moves forward, especially given the CTF Board meets on a quarterly basis. Board members requested that meeting minutes be taken at committee meetings and made available to the full board and that draft agendas be circulated prior to committee meetings for

board member feedback and comment,

New Business

Prevent Child Abuse America – Ohio Chapter update

The on-site visit occurred on September 1, 2009- September 2, 2009. Many participants, including Chairman Brown, Vice Chair Allen and Karen Hughes were able to participate. OCTF is now waiting on the draft report. Once the OCTF receives the draft report, CTF staff will work with PCAA on finalizing it for distribution to both boards, PCAA and OCTF. The goal is to have a final report available to the boards in January 2010.

By Laws and Board Member Expectations

Candace Novak shared with the board that Representative Edna Brown wanted to present the board the By Laws and Board Members Expectations for discussion. A few weeks prior to the board meeting that information was distributed to the board members via email, and board members were asked to review and provide feedback. Candace will continue working with Chairman Brown and board members on proposing revisions to the full Board.

Strengthening Families Ohio

Candace Novak provided an update on Strengthening Families as well as a written summary of the events to date. Ohio was awarded a \$5,000 grant to implement the state's action plan. OCTF has started meeting with various stakeholders to discuss Strengthening Families Ohio Initiative.

At the May board meeting, the board approved partnering with PCSAO on the organization of a day-long Strengthening Families seminar at the annual PCSAO Conference that included speaker, Jean McIntosh from the Center for the Study of Social Policy. The Strengthening Families workshop was held on September 9, 2009. However, the speaker, Jean McIntosh was unable to make it to the conference due to issues with her flight. Ms. McIntosh's contract is through June 30, 2010, and CTF staff will work with her on another opportunity for this workshop to be presented in Ohio.

Executive Director's Report

Candace Novak shared the following highlights from the Executive Director's Report.

Per the request of Chairman Brown, the SFY 2010 and SFY 2011 budget was reviewed and discussed with the board. Kelly Lynch moved that the board approve the SFY 2010 and 2011 operating budgets. Ericka Thoms seconded the motion. The motion was unanimously approved.

The Federal CBCAP Award was reviewed and discussed with the board. Board members asked questions regarding the change in fiscal biennium and the delay in contracts for the CTF statewide Stewards of Children Initiative. Per state law, vendors are not allowed to start work on a contract until they receive a purchase order. Ericka Thoms moved that the board approve the Federal CBCAP Award budget. Kelly Lynch seconded the motion. The motion was unanimously approved.

Vice Chair Allen commented that she would like the board to assist staff in making CBCAP dollars more available to the vendor community, specifically with regards to the Incredible Years effort. The board discussed the status of the Incredible Years Request for Grant Agreement (RFGA), both the initial release and the proposed re-release. The board reiterated its commitment to a three year effort and asked the CTF staff to re-release the RFGA in order to fully liquidate the allocation for this effort. Kelly Lynch moved that CTF proceed with re-releasing the IY RFGA. Ericka Thoms seconded the motion. The motion was unanimously approved.

Review Proposals for Funding

Executive Director Travel to PCAA Annual Conference - An Out-of-State travel request was given to all board members to review. Prevent Child Abuse America hosts an annual Executive Directors meeting. The proposal brought before the board would allow the CTF Director to attend this annual meeting in November.

ODVN Conference Registrations – OCTF is co-sponsoring the 2009 conference at an original cost of \$5,000. The proposal brought before the board would allow the CTF to purchase one registration for each Family and Children First Council, three OCTF staff and 13 board members.

PCSA Allocation – For the last two years, the CTF board has approved a \$2,000 allocation to public children services agencies for child abuse and neglect prevention month activities. The proposal brought before the board would allow this same allocation to be released for April 2010.

Child Fatality Review Annual Report Printing Costs- Due to budget cuts in the Ohio Department of Health, they are seeking assistance from the OCTF in the formatting and printing of the 2007 Child Fatality Review Report. This is the first year the CTF has been asked to provide this assistance, and the relationship between the ODH/Child Fatality Review and the OCTF is outlined in Ohio state law. The proposal brought before the board would include OCTF and its administrative agent, ODJFS, providing the staffing time/resources to format the report and work with State printing on printing the report. The proposed cost is approximately \$3,000.

20% Match on CBCAP budgeted items- Prior to SFY 2009, the federal CBCAP grant was passed through to ODMH for an early childhood mental health program and ODMH provided the required 20% state match. Now that the CTF is awarding contracts via the CBCAP grant, the OCTF must absorb the match requirement. The proposal before the board is the OCTF will absorb the match at the state level for SFY 2010 and starting with all new contracts funded with these dollars, the match would be passed through to the vendors. Vendors can use in-kind to meet the match requirement.

Ericka Thoms moved that the board approve the proposals for funding that were presented. Mary Deel seconded the motion. The motion was unanimously approved.

SFY 2010 Strategies

In follow up from the July Board meeting, Candace Novak provided a summary of the revised County Strategies. Twenty counties were asked to resubmit strategies. All but two strategies discussed were recommended for funding by the board in July. The two new strategies proposed, Born Learning and (ACT)-Against Violence were reviewed. Ericka Thoms moved that the board approve all of the recommendations and strategies listed for the twenty counties. Kelly Lynch seconded the motion. The motion was unanimously approved.

Old Business

Ericka Thoms moved that the meeting minutes from the July 9, 2009 board meeting be approved as submitted. Anthony Trotman seconded the motion. The motion was unanimously approved.

Vice Chair, Crystal Allen adjourned the meeting at 2:41 p.m.

Handouts:

OCTF Board Meeting Agenda for October 8, 2009

OCTF Board Meeting Minutes July 9, 2009
OCTF Executive Committee Report to the OCTF Board
OCTF Finance Committee Report to the OCTF Board
Executive Director's Report|
 SFY 2010 (State Special Revenue Fund 198)
 SFY 2011 (State Special Revenue Fund 198)
 Federal CBCAP Award (Fund 3D3)
 Additional Proposals for Funding
 Out-of-State travel Request – Candace Novak, Chicago, IL for the PCAA Annual Meeting
 Proposal for Consideration – ODVN, Prevention in Progress (Proposal, Flyer & schedule)
 Proposal for Consideration – Assisting the Department of Health with the Child Fatality Review report
Revised County Strategies
Strengthening Families OHIO