

**Children's Trust Fund Board Meeting
Minutes**

Thursday, August 24th, 2023

10:00 a.m. – 12:00 p.m.

Zoom: <https://pau.zoom.us/j/92496500592>

Phone: 855 880 1246 (US Toll Free)

Meeting ID: 924 9650 0592

10:00am - Call to Order and Introductions

Bruce Clash, CTF Board Chair

Notes/Actions:

Bruce Clash, Board Chair began with introductions of everyone in attendance for the newly appointed board members. Each person in attended provided background information. Bruce also provided some background on the contracted organization Center for Schools and Communities.

10:20am

Item: Approval of the June 22nd, 2023, Board Meeting Minutes

Purpose: Ensure accuracy of last meeting

Lead: Bruce Clash, CTF Board Chair

Action: All board: Approve minutes (with potential amendments)

Notes/Actions:

Rodney Wagner, Board Member made a motion to approve minutes from the June 22nd, 2023. Angela Liddle, Board Member seconded the motion. The motion was passed unanimously.

10:20am

Item: Fiscal Report

Purpose: Provide summary of fiscal report to date.

Lead: James Redd, Office of Child Development and Early Learning (OCDEL)

Action: All board: None required

Notes/Actions:

James Redd, OCDEL spoke about the previous fiscal years revenue and explained the cohort years and when they will be ending. James also provided an update on the PennDOT revenue which was \$7915 as of 8/24. James also explained what each tab of the budget represents over time. Question was asked regarding the Center for Schools and Communities contracts and payments; the answer was a result of the fiscal years. Year-end reporting vs quarterly advanced payments.

No Actions Taken

10:25am

Item: Center for Schools and Communities (CSC) Updates

Purpose: Provide updates to CTF Board on CSC Work

Lead: Karen Shanoksi or Rijelle Kraft, Center for Schools and Communities (CSC)

- CSC Updates
- CSC Overview and Services for the Board

Action: All board: None required

Notes/Actions:

Karen Shanoksi, CSC shared a report showcasing CSC work completed in state fiscal year 2022 to 2023. Karen also shared the number of served in each category as well as support and background work provided by CSC to the CTF Grantees in each Cohort.

Rijelle Kraft, CSC discussed the ending of the current Cohorts, exit interviews and the plans for site visits. Rijelle also noted that the first set of Outcome Reports were completed.

Paul DiLorenzo, Board Member. asked about sustainability and how to share working actions with others. Rijelle Kraft, CSC shared the current practice of starting a conversation early in year one about sustainability. Stated that must address sustainability in the Request for Applications (RFAs) and throughout the contract and during the exit interview.

Rijelle Kraft, CSC also spoke about allowing grantees to share and connect with one another as well as a technical assistance team that shares information with all grantees such as inviting multiple cohorts together at the next orientation to network.

No Actions Taken

10:40am

Item: Cohort 31 Request for Application Overview and Vote

Purpose: Provide a summary of the qualified Applicants who applied for funding via the Request for Application for Cohort 31

Lead: Andrew Dietz, OCDEL

- Cohort 31 RFA Applicants

Action: All board: Approve those to be selected for funding.

Notes/Actions:

Andrew Dietz, OCDEL began with a background of the recent Request for Application (RFA) released in the off-cycle period of October to September for the grant years. A total of two applicants were evaluated and determined to be qualified.

Andrew Dietz, OCDEL explained how reading and evaluating applications used to be completed and the reasoning behind the updated changes.

Dr. Rachel Berger, Board Member shared her thoughts on how the RFA review should be completed and expressed interest in reviewing the applications in the future.

Andrew Dietz, OCDEL shared that quick turnaround and timing are why there were so few applicants. Also, no current grantees could apply.

Andrew Dietz, OCDEL shared PHMC and Family Services of Chester County RFA overview documents. Andrew recommended committee fund both applicants. Karen shared CSC follow-up after applicants are contacted.

Dr. Rachel Berger asked about how the funds are handled leftover. Andrew Dietz, Bruce Clash, and James Redd shared the funds carryover and are protected as they are considered a special fund.

Actions:

Rodney Wagner, Board Member made a motion to approve all RFA applicants for Cohort 31, Phil Flavo, Board Member Seconded. Motion was passed unanimously.

11:20am Item: Chair Report, Discussions, and Updates

Purpose: Item(s) of Discussion

Lead: Bruce Clash, CTF Board Chair

- Public Board Member Updates
 - Update
- Legislative Board Member Updates
 - Update
- Working Group to Update CTF Statute
 - Update
- Cohort 32 Request for Application
 - Plan for next RFA
- Adjourn Official CTF Board Meeting
- Introduction of Resource Account for CTF Board
 - Andrew Dietz, OCDEL
- New Board member Orientation following CTF Board Meeting.

Action: All board:

- Approve any necessary items related to the items listed above if applicable.

Notes/Actions:

Board Member Updates

Bruce Clash, Board Chair welcomed new board members.

Andrew Dietz, OCDEL provided updates on public and legislative membership.

Working Group to Update CTF Statute

The Working Group to Update the CTF Statute

Bruce Clash, Board Chair Stated that the group were still in the discussion phase around changes to terminology in the current legislation.

Angela Liddle, Board Member shared thoughts on restrictions based on how the statute is written and would need to be rewritten to expand work and allow more involvement. Andrew Dietz, OCDEL shared info on working groups. Paul DiLorenzo volunteers his time to be a part of a committee to review the statute. Phil Falvo also expressed interest in joining the working group to review the statute.

Karen, Rijelle, and Andrew met with other CTF states and will be sharing information about differences that could be applied.

Plan for next RFA:

Andrew Dietz, OCDEL provided background on how previously RFAs were completed. Karen Shanoksi and Rijelle Kraft, CSC spoke about the idea of funding promising practices in current programs like enhancements and data-driven not yet evidence-based models in future RFAs. Bruce Clash, Board Chair requested to have the current RFA, and language sent out to board members so we can discuss them at the next meeting in October.

Andrew Dietz, OCEL shared that significant changes to the RFA based on the direction of the board and the required internal approval process could set everything back up to a year.

RA Account Email

Andrew Dietz explained Resource Email Accounts and the transition of emails to coming from there for CTF Board related items.

Budget Revision

Action: A motion was made to add to the agenda a budget revision request for a grantee: The Learning lamp. Angela Liddle, Board Member made the motion and Paul DiLorenzo, seconded. The motion was passed unanimously.

Karen Shanoksi, CSC provided the board with background on Learning Lamp and the requested revision. The Learning Lamp requested to shift salary funds to program funds for training and supplies. Motion to approve the budget revision was made by Phil Flavo, Board Member. Seconded by Angela Liddle. The motion was passed unanimously.

Future Meeting Dates and End of Meeting

The next meeting is Oct. 19 Usually scheduled next year at that meeting. Bruce Clash, Board Chair thanked and acknowledged Angela's last meeting and her service. Angela spoke on reasons for her resignation and hope for new members and her appreciation for the board.

Motion to Adjourn by Angela Liddle. Second from Dr. Rachel Berger. The motion was passed unanimously.

Thursday, August 24th, 2023
Attendees

State	Board Members	Other Attendees
<input checked="" type="checkbox"/> Andrew Dietz (DHS – OCDEL) <input checked="" type="checkbox"/> James Redd (DHS – OCDEL) <input type="checkbox"/> Lisa Parker (DHS – OCDEL) <input checked="" type="checkbox"/> Staci Kenney (DHS – OCDEL) <input checked="" type="checkbox"/> Jameekia Barnett (DHS – Policy) <input checked="" type="checkbox"/> Rebecca Snyder (DHS – Legal) <input type="checkbox"/> Maria Dispenziere (DHS – Leg Aff) <input checked="" type="checkbox"/> Matt Firestone (DHS – OCDEL) <input checked="" type="checkbox"/> Greg Swartzlander (DHS – OCDEL) <input type="checkbox"/> MaryAnn McEvoy, Gov Office of Advocacy and Reform <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<p>Legislative Board Members</p> <input type="checkbox"/> Sen. Art Haywood, District 4 Represented by: <input type="checkbox"/> Clarissa Freeman <input checked="" type="checkbox"/> Erin Serre <input type="checkbox"/> Rep. Ann Flood, District 138 Represented by: <input checked="" type="checkbox"/> Gail Pakosky <input type="checkbox"/> <input checked="" type="checkbox"/> Rep. Donna Bullock, District 195 Represented by: <input checked="" type="checkbox"/> Danielle Bowers <input checked="" type="checkbox"/> Jessica Sander <p>Public Board Members</p> <input checked="" type="checkbox"/> Bruce Clash, Chair <input checked="" type="checkbox"/> Angela Liddle, Co-Chair <input checked="" type="checkbox"/> Rodney Wagner <input checked="" type="checkbox"/> Phil Falvo <input checked="" type="checkbox"/> Rachel Berger <input checked="" type="checkbox"/> Paul DiLorenzo <input checked="" type="checkbox"/> Kristi Lyons	<input checked="" type="checkbox"/> Karen Shanoski (CSC) <input checked="" type="checkbox"/> Rijelle Kraft (CSC) <input checked="" type="checkbox"/> Annmarie Robey, House C&Y <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Reminder 2023 Meeting Dates

- 2023 Meeting Dates
 - Thursday, January 18th, 2024 -10am to 12pm