

Children's Trust Fund Board Meeting
Minutes
Thursday, October 19th, 2023
10:00 a.m. – 12:00 p.m.
[1988 Act 151](#)

10:00am - Call to Order and Introductions

Bruce Clash, CTF Board Chair

Notes/Actions:

Introductions of new Board Members and attendees occurred.

Shante' Brown, Deputy Secretary from the Office of Child Development and Early Learning (OCDEL) spoke to the board about new members and about a possible awareness campaign in the future.

10:20am

Item: Approval of the August 24th, 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:

A motion to approve the August 24th, 2023, Board Meeting Minutes as presented was made by Paul DiLorenzo, Board Member this motion was seconded by Phil Falvo, Board Member. The motion was passed unanimously.

10:20am

Item: Fiscal Report

Purpose: Provide summary of fiscal report to date.

Lead: Andrew M. Dietz, Office of Child Development and Early Learning (OCDEL)

Action: All board: None required

Notes/Actions:

Andrew M. Dietz, OCDEL presented the Fiscal report. At the time of the report, it was noted that there was an error with the PennDOT donation coding which was being addressed. This has since been address in the period after the meeting occurred. Bruce Clash, Board Chair provided background on the various donation options to contribute funding to the Children's Trust Fund.

Rijelle Kraft, Center for Schools and Communities (CSC) shared the CTF Website where board documents and agendas are posted prior to the meeting:

<https://www.pactf.org/about/ctf-board/>

Cathleen Palm, Board Member also noted it could be possible to investigate identifying a few child-centered businesses and see if they would be open to directing any of the funds they receive by way of rebate/incentives from credit card purchases to CTF as an additional funding source.

10:30am

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

Action: All board: Approve Program Revision for Lancaster General Health

- Cohort 31 Orientation Report
- 2022-2023 Site Visit Summary Report
- Program Revision for Lancaster General Health
 - Reduction of number of families served in Year 3 from 32 to 20.

Notes/Actions:

Bruce Clash, Board Chair provided a background on CTF contract with CSC and what they provide as a part of the contractual agreement.

Karen Shanoksi, CSC spoke about the CSC staff and some of what they do as well to support the CTF grantees, including assisting with the RFA process, orientation and onboarding of new grantees, quarterly calls, reports, monthly webinars, and news briefs. In addition Karen Shanoksi, CSC, shared the professional development offered centered around protective factors (Be Strong Parent Cafes) and that the Strengthening Families Leadership Team meets quarterly and focuses on how Protective Factors are embedded into policy and practices. Learn More about the Strengthening Families Work in PA here: <https://cssp.org/our-work/project/strengthening-families/>

Rijelle Kraft, CSC shared the orientation for new grantees and networking opportunities were held and that great feedback from grantees was received for this event.

Rijelle Kraft, CSC shared a high-level summary of the 2022-2023 Site Visit report with the board. It was noted that an Outcomes report should be able to be shared for the January or March CTF Board Meeting. There was a question on the age of children served. It was noted that most current CTF funded services, through grants, are for children mostly 0-5 although some grantees do use Triple P with some older children.

Paul DiLorenzo, Board Member spoke about the utilization of this information more at the policy level, which is not currently being utilized in this manner.

Karen Shanoksi, CSC also spoke about shifting from prevention to well-being to open opportunities on more than risk and reach more families.

Rijelle Kraft, CSC spoke about family support versus family prevention of abuse and neglect and shifting language. Explained primary, secondary, and tertiary prevention and supporting a family over time.

Rachael Berger, Board Member asked if families are self-referred. Rijelle Kraft in response spoke about referrals sources such as WIC and other sources such as self-referrals. Rijelle noted that services are voluntary. Rachael Berger, Board Member spoke about how the highest-risk families are the hardest to accept services. Rachael Berger, Board

Member asked if we have data about the families served and explained primary, secondary, and tertiary differently with abuse involved at tertiary. In response Andrew M. Dietz, OCDEL explained what data we collect currently and how we can use the data to create a report.

Paul DiLorenzo, Board Member asked about the sustainability and scaling of grantees over the long term. Rijelle Kraft, CSC spoke about a range of different levels from starting up a program to adding on pieces or additional staff. CSC does provide a report that reviews sustainability and continuation after the grant agreement ends as a part of the Exit Interviews and Report.

Rijelle Kraft, CSC presented a program revision for Lancaster General Hospital (LGH). LGH was asking to decrease the number of families served in year 3 due to staffing changes and turnover.

Cathleen Palm, Board Member asked: how this initiative that the CTF grant is funding at LGH is connected to the Early Intervention/plans of safe care navigation work being funded by opioid settlement dollars" Rijelle Kraft noted that LGH indicated they (LGH) are connected to that work and have an MOU with the Child Welfare Agency.

Bruce Clash, Board Chair asked if any other questions regarding the Program Revision for LGH, none were indicated.

A motion to approve the program revision for LGH as presented was made by Cathleen Palm, Board Member this motion was seconded by Phil Falvo, Board Member. The motion was passed unanimously.

Bruce Clash commended CSC for the detail in the reports and information shared.

11:00am Items: Chair Report, Discussions, and Updates

Purpose: Item(s) of Discussion

Lead: Bruce Clash, CTF Board Chair

- Public and Legislative Board Member Updates
 - Update
- Working Group to Update CTF Statute
 - Update
- 2024 Meeting Dates (Proposed) and Times (Meetings can be shortened to 12pm if requested or needed based on Agenda Items)
 - Thursday, January 18th, 2024 -10am to 12pm (Scheduled)
 - Thursday, March 21st, 2024 – 10am to 2pm
 - Thursday, April 18th, 2024 – 10am to 2pm
 - Thursday, June 20th, 2024 – 10am to 2pm
 - Thursday, August 22nd, 2024 – 10am to 2pm
 - Thursday, October 17th, 2024 – 10am to 2pm
 - Thursday, January 16th, 2025 – 10am to 2pm
- Cohort 32 Request for Application
 - Plan for next RFA
- Board Chair Election
 - January 2024
- Adjourn Official CTF Board Meeting

Action: All board:

- Approve any necessary items related to the items listed above if applicable.
 - Approval of March 2024 to January 2025 Meeting Dates

Notes/Actions:

Andrew M Dietz, OCDEL provided an updated on the new CTF Board Members and their Current Status. Bruce Erb and Lindy Keefe were waiting on Senate conformation which they received in the period after the meeting.

Bruce Clash, Board Chair spoke about the CTF Statute and a working taskforce group that was reviewing the language to recommend updates. Bruce Clash, Board Chair requested for members to join the task force. Cathleen Palm, Board Member asked if this is more focused on PA prevention or the overarching CTF focus. Bruce Clash, Board Chair noted in response that he was open to all discussions of what could be included and adding members to the task force.

Bruce Clash, Board Chair and Andrew M. Dietz, OCDEL presented the 2024 proposed Meeting Dates. Andrew M. Dietz, OCDEL noted that the board meetings could be held in person if requested and times were flexible if the board wishes to make changes. Cathleen Palm asked, if possible, to send the information out sooner. Andrew M. Dietz noted in response that he will try to provide all information as soon as it is available.

A motion to approve the 2024 CTF Board Meeting Dates (above) by Phil Falvo, Board Member this motion was seconded by Cathleen Palm, Board Member. The motion was passed unanimously.

Bruce Clash, spoke about the next Request for Application (RFA) and how slow the process has become for internal DHS review. Bruce Clash, Board Chair noted that for future RFA it would be ideal to have all Cohorts (grantees) in the same fiscal year but have had to alter that timeframe in the past.

Andrew M. Dietz, OCDEL explained that significant changes to the RFA will take a task force and significantly more time to implement. Bruce Clash, Board Chair recommended for the Cohort 32 RFA staying with the current RFA language to get funds out in time while engaging new members in ideas for the Cohort 33 RFA. It was noted that the January 2024 meeting will be used to finalize the next RFA. Board members wishing to discuss, or review can reach out to Andrew Dietz, OCDEL.

Paul DiLorenzo, Board Member stated that the requirements in the current version of the RFA are significant and agreed that this has impeded organizations without a professional writer.

Andrew Dietz, OCDEL also added that the requirement for the matching of the funds in the CTF legislation as written, is difficult for smaller grantees.

Cathleen Palm, Board Member noted that the future RFAs could be used to drive change in statute and policy.

Andrew M. Dietz, OCDEL will share the draft of the current Cohort 32 RFA with all members via email for feedback.

Andrew M. Dietz, OCDEL also noted that the new board chair will need to be elected at the January 2024 meeting as this will be Bruce Clash, Board Chairs last meeting

A motion to adjourn was made by Cathleen Palm, Board Member this motion was seconded by Phil Falvo, Board Member. The motion was passed unanimously.

