

Children's Trust Fund Board Meeting
Agenda
Thursday, January 16th, 2025
10:00 a.m. – 11:00 a.m.
Zoom: <https://paiu.zoom.us/j/92496500592>
Phone: 855 880 1246 (US Toll Free)
Meeting ID: 924 9650 0592
[1988 Act 151](#)

Call to Order and Introductions

Paul DiLorenzo, CTF Board Chair

Paul welcomed the Board members and staff participants.

Item: Approval of the November 8th, 2024, Board Meeting Minutes

Lead: Paul DiLorenzo, CTF Board Chair

Purpose: Ensure accuracy of last meeting

Notes:

Board members express concern over November's minutes specific to RFA workgroup details. Cathy Palm motions to include the RFA workgroup details in minutes or provide the RFA workgroup document for public view. DHS Legal, interjected rules around not publicly sharing RFA details, and further review needed from legal. Cathy Palm asked for more clarification and questioned if meetings can be recorded. Cathy Palm withdrew the motion.

Action:

Phil Falvo moved that the Board table the approval of the November 8, 2024, minutes pending the review by DHS Legal.

Cathy Palm seconds.

Unanimous approval.

Item: Fiscal Report

Lead: Jordan Arment, OCDEL

Purpose: Provide fiscal report and additional information

Notes:

Present and review fiscal report.

- CTF income sources and expenses have remained stable. The current balance of funds is \$1.4 M.

Discuss total amount available for next RFA cohort and spending cap.

- Provided projected expenses and spending cap, to show \$952,300.00 could be available for grants. At current grant levels, protected six grants could be funded, with six more grants in the following year.
- The spending cap is developed by the budget office.

Action: N/A

Item: OCDEL Updates

Lead: Kim Gruber and Lisa Parker

Purpose: Sharing updates and information

Notes:

OCDEL introduced a discussion about an amendment to CSC's contract for CTF Board travel to approved events. A funding adjustment would be needed adding additional funds from CTF to CSC. Board travel is not currently figured in the CSC contract. These funds for travel, if not used, will be returned to CTF. Travel costs related to another OCDEL grant were brought forward to provide the board a reference for these expenses. Travel to be submitted to CSC, not OCDEL, which is reasoning for funding adjustment. Cathy Palm asks if this was shared ahead of time. Shante Brown supported the query and suggested further discussion, additional information, and requested hold on a vote if possible. Paul DiLorenzo asks CSC and OCDEL to come back with more detail. Lindy Keefe suggests further consideration for growing board. Board asked for historical information about travel amounts and opportunity for review.

OCDEL reminded Board of requirement to complete State Ethics Commission form, due by May 1st each year. It may be completed and submitted digitally or paper copy. Reviewed instructions and form. Questions can be forwarded to RA email.

Actions: N/A

Item: Board Updates**Lead:** Paul DiLorenzo, CTF Board Chair**Purpose:** Item(s) for discussion

- Discuss Board Meeting dates and times for 2025

Notes:

2025 Proposed Meeting Dates and Times

Thursday, February 27th, 2025 -10am to 12pm
Thursday, April 17th, 2025 – 10am to 12pm
Thursday, June 19th, 2025 – 10am to 12pm
Thursday, August 21st, 2025 – 10am to 12pm
Thursday, October 16th, 2025 – 10am to 12pm
Thursday, January 22nd, 2026 – 10am to 12p

Future meeting dates and times were reviewed. Changes noted as follows:

February 27th: Meeting changed to February 21st

April: A request was made to send a Doodle Poll for majority vote for this date.

June 19th: Meeting changed to June 20th

Discussed holding a spring in-person meeting and whether to do it at Conference in King of Prussia April 2-4. Board noted conflicts for dates, and having a Friday in-person meeting was additionally cautioned.

Action: N/A**Item: Center for Schools and Communities (CSC) Updates****Lead:** Karen Shanoski and Rijelle Kraft**Purpose:** Revision Requests and Reports**Notes:**

Grantee Revision Request #1:

- Children’s Advocacy Center of Lawrence County Budget Revision Request was made in November but was tabled pending additional information. CSC followed-up and brought forward clarification regarding revision.

Action:

Phil Falvo made a motion to approve.

Lindy Keefe seconds.

Unanimous approval.

Grantee Revision Request #2:

- Family Service Association of Bucks County requests approval of a Program Revision regarding a change to the numbers of families served.

Action:

Cathy Palm made a motion to approve.

Kristi Lyons seconds.

Unanimous approval.

CSC staff presented the October-December 2024 Quarterly Report for Board to review.

CSC staff presented Cohort 29 Site Visit Summary Report for review summarizing responses about grant work. The outcomes section points to impacts within communities and for families because of the grant.

- CSC speaks on outcomes section with qualitative information.
- In a follow up meeting, exit report and site visits for another cohort may be shared. Annual report to share with board. Paul DiLorenzo asks if any board members have gone to a site visit. CSC suggests not recently and explains site visits are primarily for TA.

CTF and Strengthening Families Annual Report to be available for board at future meeting.

Item: Wrap up and conclusion.**Lead:** Paul DiLorenzo, CTF Board Chair**Purpose:** Vote to Adjourn Meeting

Notes:

Paul DiLorenzo thanked everyone for their active participation.

If any board members would like specific items addressed on a future board agenda/meeting, please email the RA account and board chair.

Paul DiLorenzo asks the RFA workgroup to share status. Cathy Palm reports out on the RFA workgroup.

Action:

Cathy Palm made a motion to adjourn the meeting.

Bruce Erb seconds.

Unanimous approval

Meeting Adjourned***(RFA Committee Meeting to Follow 11a-12p***

RFA Committee Members, along with legal, are requested to remain after board meeting for RFA draft discussion.)

**Thursday, January 16th, 2025
Attendees**

State	Board Members	Other Attendees
<input checked="" type="checkbox"/> Kimberly Gruber (DHS – OCDEL) <input checked="" type="checkbox"/> Lisa Parker (DHS – OCDEL) <input type="checkbox"/> Staci Kenney (DHS – OCDEL) <input type="checkbox"/> Jameekia Barnett (DHS – Policy) <input checked="" type="checkbox"/> Rebecca Snyder (DHS – Legal) <input 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 checked="" type="checkbox"/> Jordan Arment (DHS – OCDEL) <input checked="" type="checkbox"/> Denna Bateman (DHS-OCDEL) <input checked="" type="checkbox"/> Shante’ A Brown (DHS – OCDEL) <input type="checkbox"/> Andrew Broden (DHS – Leg Affairs) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <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 type="checkbox"/> Kendra Wiederhold <input type="checkbox"/> Rep. Lindsey Powell, District 21 Represented by: <input type="checkbox"/> <input checked="" type="checkbox"/> <p>Public Board Members</p> 1. <input checked="" type="checkbox"/> Paul DiLorenzo, Chair 2. <input checked="" type="checkbox"/> Phil Falvo 3. <input checked="" type="checkbox"/> Kristi Lyons 4. <input checked="" type="checkbox"/> Nacole Hough 5. <input checked="" type="checkbox"/> Cathleen Palm 6. <input checked="" type="checkbox"/> Lindy Keefe 7. <input checked="" type="checkbox"/> Bruce Erb 8. <input type="checkbox"/> 9. <input type="checkbox"/>	<input checked="" type="checkbox"/> Karen Shanoski (CSC) <input checked="" type="checkbox"/> Rijelle Kraft (CSC) <input checked="" type="checkbox"/> Susan Good, Exc Dir C&Y Committee <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Reminder 2025 Meeting Dates

- 2025 Proposed Meeting Dates and Times
 - Friday, February 21st, 2025 -10am to 12pm
 - Thursday, April 17th, 2025 – 10am to 12pm
 - Friday, June 20th, 2025 – 10am to 12pm
 - Thursday, August 21st, 2025 – 10am to 12pm
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