Children's Trust Fund Board Meeting
Minutes
Thursday, January 22, 2026
10:00 AM – 12:00 PM
Zoom: https://paiu.zoom.us/j/92496500592
Phone: 855 880 1246 (US Toll Free)
Meeting ID: 924 9650 0592
1988 Act 151

10:00 AM - Call to Order and welcome new board member: Rep Joe Hogan
Lead: Paul DiLorenzo, CTF Board Chair
Paul welcomed Rep Hogan. Rep Hogan introduced himself and shared his background. He was appointed to serve on the board. Rep Ann Flood's term ended.

10:05 AM – OCDEL Dep Sec Shante' Brown and OCYF Dep Sec Laval Miller-Wilson
Lead: Paul DiLorenzo, CTF Board Chair
Laval thanked the board for the opportunity to speak. He said he appreciated the work the board put into revamping the RFA and the strong commitment to prevention. Building on what we know works; this gives the county a chance to respond to what the families need on the ground. There is no one-size-fits-all in our 67 counties. He also mentioned that prevention is most effective when community organizations and counties are working together and are aware. Sec Arkoosh's focus is on prevention by working earlier and meeting needs sooner to reduce unnecessary system involvement. Not as child welfare as the front door, but as a partner. That is why this RFA is so important. It helps PA move upstream and builds capacity for this work.

Shante' thanked the board for all their work on the RFA and the work on this board. OCYF and OCDEL do a lot of initiatives together, and this work complements that collaborative relationship.

Paul asked the board if they had any questions for Laval and told him he is always welcome to attend when he can.

10:15 AM Quorum Requirement Satisfied: YES
Lead: Greg Swartzlander, OCDEL

10:20 AM – Actionable Items
Lead: Paul DiLorenzo, CTF Board Chair

- **Approval of August 21, 2025 minutes (as revised)**
  Action: Motion to approve meeting minutes - Jennie Hagerty
  Second: Lindy Keefe
  Board vote: Majority – YES

- **Approval of October 16, 2025 minutes**
  Action: Motion to approve meeting minutes – Bruce Erb
  Second: Lindy Keefe
  Board vote: Majority – YES

- **Approval of Family Services of Chester County program revision request** (as discussed in June and October 2025)
  Discussion: Jennie shared she and Paul met with the director of the program, Mark Butler. They talked about his efforts to improve enrollment and retention. Mark shared that 96% of families have not relapsed after attending the program. They were impressed with their recruitment

efforts and appreciated the call. Paul added the numbers have been going in a positive direction and that they were ambitious in the beginning, and on the back end, the work is lasting longer than estimated. Great outcomes though. Rijelle added that the revision is to reduce their numbers to 15 and they have recently increased by two and possibly a third. Paul asked if there were any questions about the revision. None.
Action: Motion to approve program revision request - Kristi Lyons
Second: Joe Hogan
Board vote: Majority – YES

- **Approval of CSC Work Plan and Budget 2026/27**

    Discussion: Paul gave a brief description of the work CSC does to support the board. He explained this is the time to review CSC's request for next year. Shannon Downey spoke about being new to the role and wanting to support the board. There are no significant changes, but some of the deliverables were tightened up to show the impact of the work. Deepening the evaluation and monitoring activities. Capacity to support special projects as well. Renewed focus on engaging and soliciting the board's input on the webinars and prevention work. Cathy asked to clarify if/why the budget was $312,000 in 2023-24 and then $260,000 in 2024-25, and now the request is $307,000? Dave Marshall from CSC clarified the budget is $307,000. Jennie asked Shannon, is budget a concern to get everyone trained? Shannon stated funding is always a concern and is optimistic for new grantees. She believes they can accomplish the deliverables but need to be more committed to tough decisions based on constraints. Jennie asked Shannon, is budget a concern to get everyone trained? Shannon stated funding is always a concern and is optimistic for new grantees. She believes they can accomplish the deliverables but need to be more committed to tough decisions based on constraints.

    Cathy also stated that it appears there are fewer folks engaging in professional training in recent years and asked if it is a downturn, and if so, thoughts on why? Shannon responded that she believes the attendance has decreased due to fewer grantees, but there has been a downward trend. Shante' added that there is a downward trend for professional development and staffing issues across the state have impacted this. Shannon said they are expecting an increase in workload and talked about limiting participants in the Parent Café training institutes due to the increased costs of food and travel. Shannon stated she welcomes the board's input to help make decisions. Cathy talked about an overall training schedule and wondered if they are oversaturated with the same training. Paul stated he is a fan of technical assistance and having this available. Sharing with other grantees is important. Paul proposed approval with Shannon coming back to the board if there is a revision. Cathy stated she read this quickly, but more due diligence is needed to decide. Cathy motioned to approve. Lindy seconded it.
    Action: Motion to approve CSC work plan and budget – Cathy Palm
    Second: Lindy Keefe
    Board vote: Majority – YES

- **Approval of CTF Annual Report 2024/25**

    Lisa gave a brief background and process of the CTF Annual Report. Shannon shared the type of information, and the format is the same, just updated with a few small edits. She asked for board feedback. Jennie said she has done many annual reports and would work with CSC and OCDEL. Jennie asked who the report goes to. Rijelle stated it goes to the legislature and is on the CTF website. It has been printed in the past and brought to conferences. Cathy shared that the report could look like the intro to the RFA with a little more to grab your attention and less about how we operate. She asked about social media with a QR code linking to donate.

Shante' shared that other boards must present their report to the Secretary or Gov or General Assembly and if the board is interested in this OCDEL can help set that up. Social media content can be shared across DHS social media and PA Promise for Children. Paul agreed that social media should be included and agreed that it is not necessarily appealing content. Lisa shared that this is the board's report. It should reflect what the board wants it to. Paul asked if there's time for edits or if it needs to go through a lot of approval. Lisa stated it had not gone through a review process yet. It was brought to the board first. Paul asked if there was a deadline for input. Lisa said the CTF annual report is due by May 1st each year to the General Assembly. Cathy added that she wants to see change, but there might not be time this year. Norelle will set up a committee meeting to work on the next annual report. Rijelle added she can support and help with organizing.

<u>11:00 AM – RFA Update</u>

Lead: Lisa Parker, OCDEL

Lisa explained the RFA for cohort 33 is posted on eMarketplace until Feb 5th. Questions came into procurement and the Q&A will be posted on eMarketplace January 23rd or tomorrow or January 26th at the latest. Cathy added that the RFA is very reflective of the board's work and words and is pleased with the decision to lose some of the mandatory reporting requirements that proved disqualifying in the past. Lisa thanked the workgroup that spent so many hours working on the RFA edits. The next RFA for cohort 34 has been in the procurement review process since August 2025 to stay on track with timing. The language is the same and is slated to be posted to eMarketplace in Sept/Oct 2026 for a contract begin date of 7/1/2026. Paul asked the boar who shared the RFA information and most of the board raised their hands. Lisa shared it went to all of the school districts, WIC offices, Dept of Corrections, County C&YS, as well as all OCDEL communications. Lisa stated if any significant changes need to be made to RFA, they can be made, but the procurement process would need to start now as it takes 18 months for a new or significantly changed RFA and 12 months for essentially the same RFA. Cathy asked if going through the procurement process is the only way to give out funds and she's not saying we should abandon it, she was just wondering what options there are.

<u>11:05 AM – Fiscal Report</u>

Lead: Jordan Arment, OCDEL

Jordan shared that funds are up a little from last year. Expenditures are down because of the low number of grantees. At any one time, based on funding, the board can fund up to 21 grantees. He shared a breakdown of funding for different numbers of grantees in the coming years. Cathy noted PennDOT donations were different in November and wanted to know what the reasons are. Jordan said it might be down just a little but no significance. Paul said this info is helpful for the 2 rounds of RFAs coming up quickly.

<u>11:10 AM - CSC Update</u>

- Grantee Updates
- Quarterly Report
- FS/CTF/PAT Conference Proposals
- CTF Annual Meeting

Shannon stated the quarterly report was same format and is open to feedback. SF/CTF/PAT conference May 2026 in Lancaster. Paul asked that the board get the conf info and asked that a board member be allowed to speak to the audience at the conference. Shannon added they are looking forward to having board feedback in planning. Rijelle added that the theme for the conf is uniting support for families. She said she did not hear back from anyone on hearing the session proposals which are happening now. If any board members are interested in providing input, please let her know in the next few weeks. Paul asked to add him. Cathy asked if it is too late to figure out a way to have some Keystone Scholars lens at the May meeting and the work that Adagio and others are doing to both boost WIC participation and boost payments in child savings account (Keystone Scholars) which is such a bipartisan win. Rijelle said she will check in about that great idea. Rijelle shared there are two webinars coming up, one on March 4th and a webinar on April 1st on child abuse prevention. She asked if any board members were interested in helping to plan. Cathy shared April 1st is the same day as the PA Family Support Alliance event at the Capitol. Rijelle agreed and will look at the date and time. Rijelle gave grantee updates. Chester County is in a better place. They have been reaching out to other agencies and are working towards the number of families they planned to serve. PHMC 's enrollment is low, but on track to meet its goal.

11:30 AM Grantee/Family Story

Lead: CSC Staff

Rijelle read a statement from a Chester County Family Center dad who called them about getting services. He was in a very difficult situation that the Family Center helped him tremendously with finding housing, a job, help with his relationship with his sons, and financial planning.

11:40 AM - New Business

Paul shared some other trust fund boards in other states are doing incredible things and asked how do we do a better job in serving communities and honoring the original CTF intent to support families? Terms will expire soon, but that should not exclude them from looking at the CTF statute, RFA process and what we learned, and what impedes the board with these things. He suggested an all-day session to continue this conversation with the whole board, or to determine who can attend. He said it would be useful for CSC to share what other states are doing. Cathy shared we need to be clear that the statute is not the only issue and maybe not even as big an issue as we think. This relates to where we started today that PA needs a coordinated, articulated, and measured prevention plan, and then what is the role of CTF? Paul asked Lindy's opinion. Lindy stated she needs more time to process and has nothing to add immediately. Paul asked Jennie who said she liked the idea of the opportunity with a strategic plan in place and is willing to help. Paul asked Bruce and he said the board is moving in the right direction but is concerned about coordination and unified efforts. He feels like they get lost in the middle; CTF grants are a small amount of money in big agencies. Rural counties have the same needs. Are there ways to help them participate? Bruce is willing to meet. Paul asked Cathy and she shared that coordination is the issue. There is a lot of duplication of work, and any meeting should be after the meeting with Sec Arkoosh. Cathy is willing to meet and asked if this is separate from the in-person meeting in June. Paul said yes. Paul asked Nacole and she said yes. Paul asked Shante' and she is supportive and looking forward to it. Paul will take responsibility for coordinating with Lisa and Shante' and bringing it back to the board.

Cathy asked if the RFA questions can be shared once posted. Lisa said yes.

Lisa asked if the proposed dates for 2026 were alright. Cathy said if the June meeting is in-person, we should have good representation.

11:50 AM – Committee Reports

- **Prevention Committee Lead:** Dr. Norrell Atkinson
- **CTF Statute Rework Committee Lead:** Paul DiLorenzo
- **RFA Committee Lead:** Cathy Palm

No meetings recently.

11:55 AM - Wrap up and conclusion

Lead: Paul DiLorenzo, CTF Board Chair

Action: Motion to adjourn:

Second:

Board vote: Majority – YES/NO

Thursday, January 22, 2026
Attendees

State	Board Members	Other Attendees
☐ Kimberly Gruber (DHS – OCDEL) ☒ Lisa Parker (DHS – OCDEL) ☐ Staci Kenney (DHS – OCDEL) ☒ Jameekia Barnett (DHS – Policy) ☐ Rebecca Snyder (DHS – Legal) ☐ Matt Firestone (DHS – OCDEL) ☒ Greg Swartzlander (DHS – OCDEL) ☐ Christine Baldini (DHS – OCDEL) ☒ Jordan Arment (DHS – OCDEL) ☒ Denna Bateman (DHS-OCDEL) ☒ Shante' A Brown (DHS – OCDEL) ☐ Kendrick Fischer (DHS – Leg Affairs) ☒ Laval Miller-Wilson (DHS - OCYF) ☐ Kimberly Rode (DHS – OCDEL) ☐	**Legislative Board Members** ☐ Sen. Art Haywood, District 4 Represented by: ☐ Clarissa Freeman ☐ Erin Serre ☒ Sen. Judy Ward, District 30 Represented by: ☒ Nathan Akers* ☐ Sen. Daniel Laughlin, District 49 Represented by: ☐ ☒ Rep. Joe Hogan, District 138 Represented by: ☐ ☐ Rep. Lindsay Powel, District 21 Represented by: ☐ ☐ Rep. Jeanne McNeill, District 133 Represented by: ☐ **Public Board Members** 1. ☒ Paul DiLorenzo, Chair 2. ☐ Phil Falvo 3. ☒ Kristi Lyons 4. ☒ Nacole Hough 5. ☒ Cathleen Palm 6. ☒ Lindy Keefe 7. ☒ Bruce Erb 8. ☒ Jennie Lynn Hagerty 9. ☒ Norrell Atkinson	☒ Shannon Downey (CSC) ☒ Rijelle Kraft (CSC) ☐ Karen Shanoski (CSC) ☐ Susan Good – Exec. Dir. House C&Y Comm. X - David Marshall (CSC) X – Suzanne Cavataio (CSC) X – Haley Shultz