



**Ohio Children's Trust Fund  
Board Meeting Minutes  
September 12, 2019**

**Board Members Present:**

Senator Stephanie Kunze  
Jennifer Justice  
Representative Sara Carruthers  
Grace Kolliesuah (Director Lori Criss)  
Kimberly Jordan  
Dr. Will McHugh (Director Amy Acton)  
Senator Tina Maharath  
Carla Carpenter (Director Kimberly Hall)

**Board Members Absent:**

Representative Janine Boyd  
Nicole Vitale

**Staff Present:**

Lindsay Williams, Executive Director  
Eric Campfield, Program Manager  
Maggie Sanders, Program Manager  
Nicole Sillaman, Program Manager  
Renee Whitfield, Administrative Professional

**Guests:**

Linda Holmstrand, Eastern Ohio Regional Council Coordinator  
Denise Pleska, Senior Staff Attorney for ODJFS  
Bryan Stout, Legislative Liaison for ODJFS  
Brie Lusheck, Deputy Director for Governor's Children's Initiatives

***Welcome & Roll Call***

Chairman Stephanie Kunze called the Ohio Children's Trust Fund (OCTF) Board Meeting to order at 10:05am on September 12, 2019 with a quorum. Executive Director Lindsay Williams welcomed new board member Representative Sara Carruthers.

***Chairman Updates***

Senator Kunze began her updates by having Ms. Carpenter, on behalf of Kimberly Hall, Director of the Ohio Department of Job and Family Services (ODJFS), present a letter from ODJFS seeking board approval for the cost of living increase for the OCTF Executive Director. Given how this position was established, each year, the OCTF Board will need to annually approve a cost of living increase for the Executive Director. All other ODJFS employees received the same percentage of a cost of living increase this past July.

Chairman Kunze asked for any questions or comments on the cost of living increase, retroactive to July 1, 2019 operating budget, for Executive Director Lindsay Williams. Hearing no questions or comments, the Chairman called for a motion to approve the cost of living increase, retroactive

to July 1, 2019 operating budget, for Executive Director Lindsay Williams. Senator Tina Maharath motioned, and Carla Carpenter seconded the motion. The board approved the motion.

Executive Director Williams informed the board that at the request of Chairman Kunze an Ohio Revised Code Review (ORC) committee has been established. This committee will be reviewing the OCTF sections of the Ohio Revised Code to make recommendations on possible changes to the code to assist in improved operations for the Trust Fund. Currently, there are openings on the ORC Review committee as well as the Finance and Program committee. Board members interested in joining can contact Trust Fund staff.

## **Old Business**

### ***Minutes***

Chairman Kunze asked for any questions or revisions to the May 16, 2019 board meeting minutes. Hearing no questions or revisions, the Chairman called for a motion to approve the May 16, 2019 minutes as written. Dr. Will McHugh motioned, and Jennifer Justice seconded the motion. The board approved the motion with an abstention from Grace Kolliesuah.

## **New Business**

### ***Finance Committee Update***

Program Manager Nicole Sillaman reviewed the State Fiscal Year (SFY) 2019 budget. All revenues for SFY 2019 have been received and calculated. Fees for birth/death certificates were up while divorce/dissolution were lower than expected. Donations received exceeded estimates by \$10,000, due to a corporate donor. This organization has expressed that they intend to donate \$11,000 to \$12,000 to the Trust Fund again in SFY 2020. Due to the change to the regional model more interest was accrued than was estimated. While federal grant funding appears to be up it is due to unspent funds from one year being carried over into the subsequent funding year. The federal grant is a three-year grant, which allows this rollover.

Personnel expenses for the Trust Fund are more stabilized now that new staff have been hired. The regions have until September 30, 2019 to submit their final invoices for SFY 2019. In speaking with grant partners, we are estimating that they have around an additional \$3 M to invoice for SFY 2019. The anticipated expenditures for regional implementation were \$2.5 M less than actual expenditures. Additionally, the Human Trafficking Prevention grant amount expended was less than estimated due to awarded organizations deciding to turn down the grant. While the Board expected to expense \$9.95 M in SFY 2019, it only encumbered \$8.97 M. A finalized version of the SFY 2019 budget should be available in November 2019. The anticipated beginning balance for SFY 2020 will be around \$7.5 M.

### ***SFY 2020 Budget, Spending Plan Amendment***

The SFY 2020 spending plan was approved at the May 16, 2019 board meeting. Since the meeting, the Trust Fund has been awarded a \$1 M TANF earmark for each fiscal year as part of the biennium budget. The OCTF is proposing using \$400,000 of its TANF earmark for SFY 2020 to issue an RFP to provide education and concrete supports for early childhood injury prevention. The additional \$600,000 will be disbursed to regions in lieu of state funding for eligible families receiving TANF eligible programs.

The OCTF personnel spending has also been increased to \$594,435 to allow for the hiring of a fiscal program manager and an intern. Regional coordinator expenses were increased for the Southwest Ohio Region to support Wright State University staff to attend and present at a conference with Trust Fund Staff. Additionally, these expenses were increased for the Central Ohio Region to support prevention plan services in a prior fiscal year that had been approved for SFY

2020. This results in a roughly \$6,000 increase in funding. Expenses pertaining to April Child Abuse Prevention Month activities was another change, with a \$10,000 increase to allow staff the ability to create, print and procure items as part of the state's activities during April 2020 and to host a kickoff event.

### ***Evaluation RFP Update***

In November 2018 the Board approved \$100,000 for an evaluation of the regional model. Currently, OCTF is working closely with Wright State University on data evaluation and phase two of the child well-being dashboard and no longer see a reason to do a separate evaluation. OCTF staff would like to apply the evaluation funds to the human trafficking prevention youth curriculum.

Chairman Kunze asked for any questions or comments on the SFY 2020 budget amended spending plan. Hearing no questions or comments, the Chairman called for a motion to approve the SFY 2020 budget amended spending plan. Kimberly Jordan motioned, and Grace Kolliesuah seconded the motion. The board approved the motion.

### ***SFY 2021 Regional Allocation***

Program Manager Nicole Sillaman discussed the different potential grant funding levels for the regional model for SFY 2021. The funding options presented and discussed were \$3.5 million, \$3.8 million and \$4 million. These options were presented based on historical allocation amounts awarded to the regions from the Board, as well as consideration of the regions' ability to spend down the funding based on evidence from prior fiscal years. The funding level choice is significant because OCTF must have a cash amount of at least \$4 million available to cover expenses starting July 1<sup>st</sup> for each fiscal year.

Ms. Sillaman presented future projections of revenue and expenses and demonstrated that if all activities and funding levels remain the same, the Trust Fund will encounter fiscal sustainability concerns by SFY 2024 if additional funding is not received or if reductions in spending do not occur. Originally, this concern was projected to be an issue by SFY 2022, but the additional TANF funding has offset some of those concerns and helped the Trust Fund right-size its expenses as compared to revenue for the next several years. This will continue to be an ongoing discussion for the Board and staff, and staff continually work to seek out revenue sources.

Given this discussion, Chairman Kunze asked for any questions or comments on the SFY 2021 regional allocation at \$3.8 M. Hearing no questions or comments, the Chairman called for a motion to approve the SFY 2021 regional allocation at \$3.8 M. Dr. Will McHugh motioned, and Senator Tina Maharath seconded the motion. The board approved the motion.

### ***TANF Spending Plan***

Program Manager Nicole Sillaman summarized that for SFY 2020 \$600,000 of the TANF earmark would be used for regional model services. This amount was calculated through multiple conversations with coordinators to determine existing services that would be eligible for these funds. As previously stated, the remaining \$400,000 will be used for a new initiative related to early childhood injury prevention. This program would be providing concrete supports and education to TANF eligible families. OCTF Staff have been engaged in conversations with the Ohio Department of Health and Ohio Department of Job and Family Services to ensure that our efforts will not result in a duplication of services.

### ***CBCAP Regional Grants***

As a part of the FFY 2020 CBCAP grant, the Trust applied for funding to support the expansion of evidence-based in-home parenting skills programs in alignment with the programs being reviewed and discussed for Ohio's Prevention Plan for Family First Prevention Services Act. This funding opportunity of \$500,000 will be competitive, but only available to the eight (8) regions. All regions will be eligible to receive some level of funding based on scoring, if they choose to apply.

### ***Program Committee Update***

Executive Director Williams stated that due to conflicting schedules the Program Committee was unable to meet this quarter. The goal of the committee moving forward is to provide a framework for programmatic outcomes for child abuse and neglect prevention services. Maggie Sanders will now be the coordinating staff member for the program committee.

### ***Statewide Applications***

Program Manager Maggie Sanders shared with the Board that on September 9, 2019 the review committee met to review the three (3) applications that were received. Each application met the requirements for the grant.

Capital University, Family and Youth Law Center (FYLaw) is seeking funding of \$40,000 to sustain operations of their current statewide program that is funded through the Trust Fund. FYLaw proposes to continue to operate a Virtual Legal Clinic for parents receiving drug and alcohol treatment services. The program would also provide monthly on-site or in-house presentations at treatment facilities, with one presentation aimed at parents receiving treatment and the other presentation aimed at professionals treating parents for substance misuse.

Chairman Kunze asked for any questions or comments on the Capital University, FYLaw statewide application in the amount of \$40,000. Hearing no questions or comments, the Chairman called for a motion to approve the Capital University, FYLaw statewide application in the amount of \$40,000. Kimberly Jordan motioned, and Senator Tina Maharath seconded the motion. The board approved the motion.

The Children's Home of Cincinnati is seeking funding of \$75,000 to expand operations of the Resilient Children and Families Program (RCFP). RCFP focuses on impacting families by supporting child care programs. The goals of the program include; increasing Early Childhood staff knowledge of the protective factors, strengthening family's protective factors, and supporting family-serving organizations to create a plan to integrate and sustain RCFP practices.

The Board expressed concerns about the program's ability to have a statewide reach and how the webinars would be marketed to professionals. Representative Sara Carruthers asked if a second discussion with the applicant prior to the Board taking a vote was warranted. Senator Tina Maharath expressed concern that the applicant was requesting the full amount of \$75,000. Program Manager Eric Campfield suggested that OCTF staff could request the applicant submit an outreach plan for the webinars and a more detailed budget justification.

Chairman Kunze called for a motion to approve the Children's Home of Cincinnati statewide application in the amount of \$75,000, on the condition that the applicant provide further detail on the outreach plan for the webinars. Jennifer Justice motioned, and Carla Carpenter seconded the motion. The board approved the motion.

Prevention Awareness Support Services (PASS) is seeking funding of \$33,974 to start-up the Adults and Children Together (ACT) Raising Safe Kids Program delivery at the new PASS office

located in Marysville, Ohio in Union County. The ACT Raising Safe Kids Program is a universal parenting program designed to promote positive parenting and prevent child maltreatment by fostering knowledge and skills that change or improve parenting practices. While program delivery will take place in Union County, through partnerships with other entities, PASS will reach parents who reside in numerous counties throughout the Central Ohio region.

Chairman Kunze asked for any questions or comments on the Prevention Awareness Support Services statewide application of \$33,974. Hearing no questions or comments, the Chairman called for a motion to approve the Prevention Awareness Support Services statewide application of \$33,974. Representative Sara Carruthers motioned, and Grace Kolliesuah seconded the motion. The board approved the motion.

### ***Human Trafficking Prevention Programming***

ODJFS and the Trust Fund will be partnering to utilize ODJFS's SFY 2020/2021 Human Trafficking funds, in addition to OCTF's budgeted \$50,000.00 for HT prevention and intervention services, to put forth a RFGA that will allow for larger HT grants, from \$30,000 - \$50,000, to be awarded to agencies. OCTF then proposes to utilize the \$100,000 in the Evaluation Services budget to issue an RFP to evaluate the HT Youth Prevention Curriculum Series.

Kim Jordan expressed concern that youth in a detention center would not be able to complete the 10-week curriculum and that the placement centers where youth would be for 10-weeks may have their own curriculum already in use. Dr. McHugh suggested that OCTF and the Ohio Department of Health should meet to discuss coordination of services in the state for runaway or homeless youth population.

### ***OCTF Regional Model Updates***

Included in the presentation packet provided to the Board are the updates for each region. The updates include the programs and a success story. Board members are encouraged to review those on their own time.

### ***Coordinator Meeting Update***

Executive Director Williams spoke with the Board about the coordinator's meeting that was held on September 5, 2019. The guest speakers at the meeting were Dr. Valerie Alloy and Kim Kehl from the Ohio Department of Mental Health. Dr. Alloy and Mr. Kehl presented on the Early Childhood Mental Health Initiative, Whole Child Matters Grant and Trauma Informed Care initiatives. The meeting also included conversations on data and evaluation with the expansion of the Child Well-Being Data Dashboard, and SFY 2021 Prevention Plan renewals.

### ***CQI Planning***

During the Coordinator meeting, the group assessed the statewide and regional progress in meeting three (3) identified goals; (1) Making primary and secondary child abuse prevention services more accessible to families; (2) Increasing the availability of evidence-based programs and services aimed at the prevention of child abuse and neglect; and (3) Collecting and monitoring uniform outcomes for similar types of services. The coordinators rated on average (scaled 1 lowest to 10 highest) goal (1) as 3.5, goal (2) as 5.6, and goal (3) as in progress based on discussion of the expansion of the dashboard project.

OCTF is working to schedule an all-day retreat with coordinators to be able to discuss ideas for improving the work of OCTF funded programs through the regional model.

### ***Review Draft Board Response to Northeast Ohio RPC***

The Northeast Ohio Regional Prevention Council submitted a letter to the Board in May regarding their concerns with the Board's funding allocation through the regional model and its impact in the Northeast Ohio region. Specifically, the Council is concerned that even though they have services in all their counties, they received a 3% decrease in funding. The draft response acknowledges the region's hard work and explains that it is also the Board's responsibility to focus efforts on underserved counties and ensuring there is adequate funding statewide.

OCTF is hopeful that they will receive an award from the Community Collaboration to Strengthen and Preserve Families Grant as a means of seeking additional funding to support the expansion of community-based services throughout the Northeast Ohio region.

### ***Regional Presentation, Eastern Ohio***

Linda Holmstrand from Ohio University, the coordinating entity for the Eastern Ohio Regional Prevention Council, informed the Board of the program highlights. The region has three approved strategies, (1) provide training and assistance to child care providers, (2) provide mentoring services to youth and adolescents, and (3) an awareness campaign to change social norms pertaining to accessing services. Ms. Holmstrand explained that the region has encountered some unanticipated challenges that made selecting qualified service providers for strategies a barrier over the past several years. The region also deals with other barriers such as travel, and small community sizes that make sustaining programs difficult.

Chairman Kunze suggested that perhaps local businesses would be interested in having employees volunteer to be mentors or sponsor any existing mentoring programs in the area. The Board discussed various possible ideas to address funding and service concerns specific to the Eastern Ohio region.

### ***Other Business***

Chairman Kunze informed the Board that inside their folders was the full presentation that includes information about April 2019 that was not able to be reviewed during the meeting.

No other business was proposed by the Board. As there was no further business to come before the Board, Chairman Kunze adjourned the September 12, 2019 OCTF Board meeting at 12:05pm noting that the next Board meeting is scheduled for November 14, 2019 in the Finance Committee Room of the Ohio Statehouse.

### ***Handouts:***

OCTF Board Meeting Agenda – September 12, 2019

OCTF PowerPoint Presentation – September 12, 2019

Representative Sara Carruthers Bio

OCTF Board Draft Meeting Minutes – May 16, 2019

SFY 2019 Operating Budget

SFY 2020 Operating Budget

DRAFT Board Response to Northeast Ohio Regional Prevention Council

April 2019 Report

Executive Director's Report