

Family and Children's Trust Fund (FACT) Board of Trustees

June 7, 2017 FACT Meeting Minutes

Board Meeting Site: VDSS Central Regional Office, Henrico

Members Attending

Frank Blechman
L. Robert Bolling
Betty Wade Coyle
Robin Foreman-Wheeler
Linda Gilliam
Liliana Hernandez
Pamela Kennedy
Kay Kovacs
Judy Kurtz
Nadine Marsh-Carter
John Oliver
Margaret Schultze, VDSS Commissioner

Members Not Attending

Candace Bryan Abbey
Mary Russo Riley
Lisa Specter-Dunaway
Yasmine Taeb

Also Attending

Meghan Resler, FACT Senior Research Associate
Michelle L'Hommedieu, Office of the Attorney General
Nicole Poulin, FACT Executive Director
Joe Abbey, Purple Strategies

Call to Order

Vice Chair Kay Kovacs called the meeting to order at 10:05 AM. Mr. Bolling welcomed Joe Abbey of Purple Strategies.

Fundraising Workshop

Mr. Abbey presented a donor relations and fundraising training to the Board that addressed understanding how to generate and evaluate your fundraising network, creating a fundraising narrative, getting comfortable with "the ask," and fundraising hacks. Ms. L'Hommedieu will research whether Ms. Poulin can be present with Board members at fundraising meetings as long as her participation is limited to programmatic information and not the funding request.

Mission Moment

The Board watched a Ted Talk by Janine Latus, an author, journalist and speaker who is a survivor of sexual assault and domestic violence and who chronicled her sister's was murdered by a boyfriend in the book "If I Am Missing or Dead: A Sister's Story of Love, Murder, and Liberation."

Approval of Minutes

Ms. Poulin presented the March 2017 minutes that were sent in advance via email to Board members. ON MOTION DULY MADE (Mr. Blechman) and seconded (Ms. Gilliam), the March minutes were APPROVED. Motion carried with all present voting in favor.

FACT Chair Report

Ms. Kovacs recognized Ms. Foreman-Wheeler for eight years of service on the FACT Board. The Board presented Ms. Foreman-Wheeler with a small gift of appreciation.

Mr. Bolling presented the nominating committee's recommendation of the following slate of officers for FY18:

Chair – Mary Russo Riley

Vice Chair – Lisa Specter-Dunaway

Secretary – Frank Blechman

Treasurer – Judy Kurtz

There were no additional nominations from the floor. UPON THE RECOMMENDATION OF THE NOMINATING COMMITTEE and seconded (Ms. Marsh-Carter), the slate of officers was APPROVED as recommended. Motion carried with all present voting in favor.

Ms. Kovacs announced the 2017-18 Board meeting schedule based on responses to the online poll sent to members. The meeting dates are September 26, 2017, December 13, 2017, March 27, 2018 and June 28, 2018.

Treasurer's Report

Board members were provided copies of the balance sheet as of April 30, 2017, profit and loss statement from July 2016 through April 2017, FY2017 budget, and the proposed budget for FY18. Ms. Poulin reviewed statements, responded to questions, and noted the addition of a \$5,000 line item for Program Support in the proposed FY18 budget. This line item would provide a pool of discretionary funds available for the Executive Director to make small purchases in compliance with state procurement rules but without needing to wait for Board approval.

Mr. Bolling made a motion that FACT create this \$5,000 discretionary fund for the Executive Director to make small purchases with the limitation that purchases over \$500 be APPROVED by Board Chair. The motion was seconded by Mr. Blechman. Following advice from Ms. L'Hommedieu, the motion was amended to include the requirement that within the next 90 days a written policy be drafted and brought to the Board in September outlining the proper use and procedures for purchases made from the discretionary funds. The motion was APPROVED with all present voting in favor.

ON MOTION DULY MADE (Ms. Marsh-Carter) and seconded (Ms. Kurtz), the FY18 budget was APPROVED.

Executive Director's Report

Rebranding Initiative

Ms. Poulin noted the business cards, bags, and marketing materials featuring FACT's new logo and branding.

DMAS Civil Money Penalty Funds Project

Planning is ongoing for FACT's partnership with VCU's Department of Gerontology to request DMAS Civil Penalty Funds for a pilot project to develop and implement an on-line curriculum on trauma informed practices for CNAs working in nursing homes. A draft proposal has been developed.

FACT On-Line Portal

Ms. Poulin provided an update on the status of the online donation portal to use with FACT's website. Staff has determined that implementing the portal requires contracting with a professional developer to link FACT's website with the Department of Treasury site. Virginia Interactive, is now an APPROVED state vendor and can do that work. There will also be a \$1.50 fee per transaction. ON MOTION DULY MADE (Ms. Kennedy) and seconded (Ms. Marsh-Carter), authorization for Ms. Poulin to proceed with procuring the services of Virginia Interactive was APPROVED.

Local Services Grants

Local Services Grants are on track with all third quarter reports received and processed.

Stakeholder Group Participation

Ms. Poulin reported on the staff's participation with stakeholder groups including Greater Richmond SCAN's Trauma Informed Are Network Policy Committee, Vision 21 Partner Advisory Team and Resource Mapping Subcommittee, Virginia Sexual and Domestic Violence Action Alliance VADATA advisory committee, Virginia's National Governors Association Three Branch Institute, and DSS's Safe Sleep Campaign and Substance Exposed Infants Study Group. There was Board discussion around the implementation of the Safe Sleep Campaign and concern about the lack of involvement of hospitals.

Other News

Ms. Poulin has received one bid from a CPA to conduct a financial review of FY16 and will get at least one more bid. Planning for the annual report has started. Staff has begun engaging with the Department of Education about the Virginia Tiered Systems of Supports to determine if there may be ways for FACT to partner with their work to improve behavioral interventions in schools.

Ms. Marsh-Carter announced that she was not seeking re-election to the FACT Board due to other Board commitments.

Committee Reports

Grants Committee

Ms. Kurtz informed the Board that the committee had asked Ms. Poulin to research existing trauma-informed care efforts around the state and nationally. Staff sent a survey to 11 of the formal trauma-

informed care networks. The committee will review the responses at its next meeting and will use the information will help guide FACT's next funding priorities.

Ms. Kurtz also reviewed the grant process timeline and invited members to discuss site visits they had conducted with current FACT grantees since the last meeting. Ms. Gilliam reported on the visit to Foothills Child Advocacy Center in Charlottesville. Ms. Hernandez reported on the visit she and Ms. Marsh-Carter made to the Collins Center in Harrisonburg. Mr. Blechman and Ms. Resler reported on their visit to the Child Abuse Center in Winchester. Ms. Kovacs reported on her visit to New River Valley in Christiansburg. Ms. Kurtz reminded members to submit their site visit evaluation tools to Ms. Resler because the information will be used for marketing purposes and to inform the grantmaking process.

Ms. Kurtz presented two ad hoc grant requests.

ON MOTION DULY MADE (Mr. Blechman) and seconded (Ms. Kennedy), \$2,000 to Children's Advocacy Centers of Virginia for its statewide conference to be held September 25-27 in Hampton was APPROVED, and \$2,000 to Third Baptist Church to support its Vacation Bible School for underprivileged youth was DENIED.

Ms. Kurtz proposed a revision to the Small Grants Policy Statement that would remove the section referencing to awards over \$5,000, which are covered by the RFP process, and add requirements that materials associated with the events include the FACT logo and that grantees submit a report summary within 30 days of their event. Ms. L'Hommedieu advised that the portion of the policy related to grants over \$5,000 may still be relevant for future grants that FACT wants to make and recommended tabling revisions to the policy until the next meeting.

Commissioner's Comments

Commissioner Schultze provided a legislative update on the following bills pertaining to family services that have been passed by House and Senate and signed by the Governor:

HB 2279/SB 1164 – Requires local departments of social services to transmit information regarding reports, complaints, family assessments, and investigations involving children of active duty members of the United States Armed Forces or members of their household to family advocacy representatives of the United States Armed Forces.

SB 897- Requires fingerprint-based national criminal history background check for all current and prospective employees and volunteers of licensed and unlicensed daycare centers, registered family day homes, as well as their agents and any adult living in a family day home. July 1 implementation.

SB 1086/ HB 1786- Eliminates the CPS reporting exception for pregnant women who seek treatment or counseling prior to the birth of their child and increases mandated reporting requirements of substance abuse exposed infants.

SB 868 – Require local departments of social services to consider reports and complaints alleging suspected abuse or neglect of a child under the age of two as valid and investigate within 24 hours of receiving such reports or complaints.

Commissioner Schultze reported that SB1239 was vetoed by the Governor. The bill was originally intended to increase protections for children in childcare programs exempt from licensure but had been

rewritten such that religious-affiliated day cares would be exempt for the proposed protections. The Commissioner noted FACT's letter to the Governor in opposition to the bill.

Commissioner Schultze briefed the Board on the DSS Safe Sleep Campaign and the department's work to address turnover among social workers. DSS is working with schools of social work to better prepare students and has made it to round two for a national training and technical assistance grant.

Commissioner Schultze reported that the Commonwealth's Attorney determined nothing in the law would allow indicting the employees in Rockbridge County involved in shredding reports and failing to investigate reports of abuse and neglect. Since Rockbridge County DSS did not get 50% of its funding from the state, the Inspector General does not have authority to investigate. A new bill was passed that will allow the Inspector General to investigate local departments of social services. There is a new director and other new staff, as well as staff and Board training implemented in Rockbridge.

Committee Updates Continued

Child Abuse and Neglect Committee

Ms. Coyle reported on the letter to the Governor encouraging him to veto SB1239. She also informed the Board that Emily Douglas, a national expert on child fatality and the child welfare profession will present at the next committee meeting on June 8. Outside stakeholders have been invited to the meeting.

Editorial and Planning Committee

Ms. Gilliam commended Ms. Resler on her work on the latest FACT issue brief on trauma-informed schools. The next two issue briefs will focus on trauma-informed care in housing and homelessness and older adults.

Marketing and Fund Development Committee

ON MOTION MADE (Mr. Blechman) and seconded (Ms. Kennedy) the action that members develop lists of contacts including a brief narrative of why each person/entity is a good contact, and a notation indicating whether or not the member is willing to make the ask and submit their lists to Ms. Poulin by June 30 was APPROVED.

Ms. L'Hommedieu advised that such lists would be public and not subject to a FOIA exemption and encouraged members to provide contact information of prospects verbally and not on the printed lists.

Adjournment

UPON MOTION DULY MADE (Ms. Blechman) and seconded (Ms. Foreman-Wheeler) the meeting was adjourned at 4:07PM.