

**DRAFT MINUTES, VA FAMILY AND CHILDREN'S TRUST FUND  
(VA-FACT) Board of Trustees Meeting, June 14, 2021**

**Participation:**

Trustees Present: Mary Riley (Chair), Allison Lawrence (Vice Chair), Jennifer Gillyard (Secretary), Judy Kurtz (Treasurer), Yvonne Bibbs, Beverly Crowder, Tavares Floyd, Tiffany Garner, Linda Gilliam, Virginia (Ginny) Powell, and Linda Wilkinson

Trustees Absent: Carter Batey, Gena Berger (Chief Deputy Commissioner, Commissioner's Designee), Tarina Keene, Kay Kovacs, Dominique Marsalek and Season Roberts

Staff Present: Nicole Poulin (Executive Director), Taylor Davis (Senior Research Associate) and Michelle L'Hommedieu (Attorney)

---

**Opening:** Chairperson Riley called the meeting to order at 1:00 PM via an electronic conference system.

**Decisions and Actions:** The following actions were approved by the Board unanimously unless otherwise noted.

Minutes: The minutes from the March 2021 Board meeting were approved with no corrections. Trustee Floyd made a motion to accept the minutes, seconded by Trustee Powell, with no objections or abstentions.

Chair's Report: Chairperson Riley announced that since FACT is required to elect officers annually, the nomination committee met, and the Executive Director made inquiries via email to see who was interested in serving in a leadership position. The following slate was read by the Chair following a request for any additional nominations or questions:

- Allison Lawrence- Chair
- Judy Kurtz-Vice Chair
- Jennifer Gillyard-Secretary
- Dominique Marsalek- Treasurer

The Chair entertained a motion; Trustee Powell approved the slate and Trustee Floyd seconded. Officers will begin their roles July 2021.

The Chair turned the meeting over to the Events Committee planning FACT's 35<sup>th</sup> Anniversary. The committee met in June 2021. They are proposing that the event be virtual with activities the whole week of November 8<sup>th</sup>. Potential activities would include: "Lunch and Learns" about issues FACT is focused on, a FACT Award presented to longtime supporters, and social media projects. The committee discussed the development of a social media packet to include videoed "testimonials" from partners and grantees about the impact of FACT's work, themes of 35 (potential micro grants to TICNs, fundraising asks using the 35<sup>th</sup> anniversary color theme and the creation of a webpage for board members and partners to promote (including the Governor's Office and supportive legislators).

The next virtual meeting for the anniversary celebration will be Tuesday, June 29<sup>th</sup> from 1 to 2pm. Trustees were encouraged to contact the Executive Director to join the planning committee.

**DRAFT MINUTES, VA FAMILY AND CHILDREN'S TRUST FUND  
(VA-FACT) Board of Trustees Meeting, June 14, 2021**

Treasurer's Report: Treasurer Kurtz gave a financial update. Kurtz reported on the budget for FY 2021 and the new budget proposed for FY 2022. Funds raised from the license plate program will be available in September FY 2022. Revenue from the income check write-off has increased, and the license plate revenue has decreased. We need more board member individual contributions; 100% support is requested this year and next year. The budget for FY 2022 that was proposed was approved by Trustee Powell with the correction of the date to FY 2022 and seconded by Trustee Gillyard.

Grants Committee: We have one ad hoc proposal from the Children's Advocacy Centers of Virginia for \$2,000 to support their annual statewide conference in September 2021. FACT has supported this event many times and it attracts professionals in various child welfare related fields. Trustee Powell approved the funding for the conference, seconded by Trustee Wilkinson.

CAN Committee: Trustee Powell provided updates on the committee including the Annual CAPTA Report submitted that includes the five areas the committee will address which were approved in the last board meeting. In addition to examining these issues over the next year, the topic of child on child sexual assault will be given a broader look beyond just how VDSS responds to these cases. FACT and CAN coordinated a panel presentation of experts on the topic of child on child sexual assault to examine the issue from a variety of perspectives. A second panel is being planned for this summer and will focus more specifically on how law enforcement and courts respond to these cases.

Executive Director Poulin has been in discussions with the Virginia Department of Health (VDH) about potentially leveraging financial support to partner with FACT on a project to develop a guidance document on best practice and policy responses to these cases. This resource is greatly needed by organizations and state agencies since none exist at either the state or national level. Therefore, CAN is proposing that a motion be past to allow FACT's Executive Director to formally enter into a partnership with VDH to move forward on a project to create state guidance for child on child sexual assault. The project, including the cost of hiring an expert consultant in the areas of child on child sexual assault, is estimated to cost \$10,000.

A motion for FACT's Executive Director to enter a formal partnership with VDH and for FACT to accept funds to hire an expert consultant for the purpose of developing a guidance document for organizations and state agencies to use as a resource in responding to cases of child on child sexual assault was approved by Trustee Kurtz and seconded by Trustee Floyd.

**DRAFT MINUTES, VA FAMILY AND CHILDREN'S TRUST FUND  
(VA-FACT) Board of Trustees Meeting, June 14, 2021**

**Discussions:** The following reports and discussions did not conclude with formal proposals for action. However, they do highlight areas of substantive discussion on which the Board may want to act in the future.

Staff Report: The full report of the Executive Director was provided in the meeting packet.

Highlights included:

- We are funding 10 TICNS (\$5,000 each). We anticipated 10 TICNS and only have five. Phase II closed in mid-April. We have been very flexible with the emergency funds and application process. TICNS struggled with the open-ended nature of the grant application. On Monday June 21<sup>st</sup> there is a TICN state planning meeting so the application will be discussed. All monies provided are on a reimbursement basis. TICNS have been using the monies to pay for housing related expenses especially for undocumented individuals but no direct cash payment is provided to clients.
- FACT hired the contractor for the sustainability plan.
- We continue to work with the development of a federal grant application called Thriving Families, Safer Children which provides technical assistance to states in partnership with the US Children's Bureau, Casey Family Programs, Annie E Casey Foundation and Prevent Child Abuse America. FACT is a partner since Virginia was selected as a partner. Specifically, we are participating in a learning collab with these entities to build out a parent voice network and provide input on the development of policies.
- The Gerontology project which focused on trauma informed care within nursing homes will submit another application for FACT's continued stakeholder support.
- Trustee Gilliam is chairing the Issue Brief committee and will be supported by Taylor Davis. The first two issue briefs will focus on 1) gender based trauma and 2) LGBTQ trauma.
- Trustees were asked to review their bios by the end of the month for corrections as well as engage with FACT via social media outlets. Taylor would also need a Trustee to volunteer to be highlighted in the upcoming FACT Newsletter.
- Executive Poulin will resume the approved Lead VA program and be a part of the 2021 cohort.
- Per the Governor, the emergency health order permitting virtual public meetings will be ending and in-person meetings will resume as of September 2021. A doodle pool for upcoming meeting dates will be forthcoming.

Sustainability Plan Update: The consultant, Hayley Mathews, provided an overview of the work that has been conducted thus far. Ms. Mathews understands the public and private sectors. Ms. Mathews is a consultant in the public sector and occupied the FACT Executive Director role previously. Highlights from the presentation includes:

- FACT faces many hurdles and the scope if this assignment will be to take a hard look at multiple resources, speak with a number of stakeholders and try to identify organizational models for FACT.
- Given FACT's organizational structure, strengths and challenges in fulfilling the charge of addressing family violence across the lifespan (including fundraising) will be highlighted in the models provided.

**DRAFT MINUTES, VA FAMILY AND CHILDREN'S TRUST FUND  
(VA-FACT) Board of Trustees Meeting, June 14, 2021**

- The early stage of this project will include connecting with various organizations; contact has already been made with the National alliance. The consultant will look at the structure of and communicate with leadership of trust funds around the country. For example, there are approximately 32 of the 42 trust funds who have a connection within the public sector.
- The consultant would like to meet with the FACT Trustees in summer or early fall 2021 to have a productive conversation around the research, provide feedback and establish next steps. *This date will be established through a doodle poll.*
- The consultant will take feedback from Trustees and combine that with the research that will ultimately lead to a mini strategic plan for model implementation.
- Vice Chair Lawrence expressed the need to incorporate outreach to state representatives in the strategic plan since the administration changes after the November 2021 election; FACT wants to be a funding priority for the administration.

VDSS Report: *No report out for this meeting.*

Adjournment/Wrap up: Vice Chairperson Lawrence thanked Chair Riley for her service to FACT. Chair Riley thanked all attendees. Trustee Powell made a motion to adjourn, seconded by Trustee Floyd. Meeting concluded at 3:00 PM. A doodle will be sent to establish upcoming in-person meeting dates.

---

Respectfully submitted,

Jennifer Gillyard, FACT Secretary