

**DRAFT MINUTES, VA FAMILY AND CHILDREN'S TRUST FUND
(VA-FACT) Board of Trustees Meeting, September 27, 2023**

Participation:

Trustees Present: Linda Wilkinson (Chair), Tyler Hart, Linda Gilliam, Virginia (Ginny) Powell, Beverly Crowder (arrived at 10:55am), Abigail Wescott (Secretary), Gena Boyle (VDSS Deputy Commissioner), Season Roberts (Vice Chair), Allison Lawrence, Cindy Han (participating remotely), Cherie Short (participating remotely), Tiffany Garner (Treasurer (arrived 11:15am), Tavares Floyd (arrived 1:15pm)

Trustees Absent: Tarina Keene, Maureen Coffey, Dominique Marsalek

Staff/Guests Present: Nicole Poulin (Executive Director), Taylor Hohle (Senior Research Associate) and Michelle L'Hommedieu (Office of Attorney General - FACT Counsel), Mia Crockett (Families Forward), Molly Dellinger-Wray (VCU - LEAP), Taylor Thomas Harris (VCU – LEAP)

Opening: Chairperson Wilkinson called the meeting to order at 10:22: A quorum was present.

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

Review of Remote Participation

- [Appendix A](#) of the FACT Bylaws covers remote participation of trustees. The process to request remote participation was reviewed and a summary is below.
 - Prior to the meeting, the requesting member must notify the Chair that they are unable to physically attend the meeting due to one of the following reasons:
 - A temporary or permanent disability or other medical condition.
 - A family member's medical condition that requires the member to provide care.
 - The member's residence is more than 60 miles from the meeting location.
 - A personal matter and identifies with specificity the nature of the personal matter.
 - The Chair will notify the requesting member whether the request is approved or disapproved based on the policy.
 - Once a quorum is present at the physical meeting location, the committee will vote to determine if the Chair's decision was aligned with the policy and that the voice of the remotely participating member can be heard by all persons at the primary meeting location. If multiple individuals are participating remotely, each individual's request must be detailed to the group; however, all can be approved in a singular motion.
 - A trustee can still attend meetings remotely without requesting remote participation, but they are then unable to vote on Board decisions.
- Trustees Han and Short requested to participate remotely due to both residing more than 60 miles from the meeting location.
- **A motion was made by Trustee Powell to allow remote participation for the requesting members. Trustee Lawrence seconded.**

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Guest Presentation: Leadership for Empowerment and Abuse Prevention (LEAP) Molly Dellinger-Wray & Taylor Thomas Harris from the VCU Partnership for People with Disabilities

- Molly and Taylor gave a presentation on abuse and neglect for people with disabilities and how the LEAP program addresses these concerns. A copy of the presentation [can be found here](#).

VDSS Report: VDSS Deputy Commissioner Gena Boyle provided the update.

- Gena gave a presentation on the state budget in relation to VDSS and the impacts of the potential federal shutdown. A copy of the presentation [can be found here](#).

Guest Presentation: TANF Update Mia Crockett & Laurel Aparicio from Families Forward provided the update.

- Mia and Laurel discussed ongoing issues surrounding Temporary Assistance for Needy Families (TANF) funds for additional programs that will no longer be available.
- Home Visiting receives \$13.1 million in TANF funds. The Home Visiting issue brief [can be found here](#) for more information.

Minutes Approval:

- Chairperson Wilkinson opened the floor for comments and corrections on the previous Board minutes from June 9th, 2023. There was a capitalization correction made on page two of the minutes.
- **A motion was made by Trustee Wescott to approve the minutes as amended. Trustee Gilliam seconded.**

Child Abuse & Neglect (CAN) Committee Report: Trustee Powell provided the committee update.

- The CAN Committee continues to receive updates from VDSS staff on issues identified in the recent [CAPTA report](#).
- The Committee sponsored a Lunch and Learn on September 12th to discuss Virginia's child fatality review team efforts – strengths, opportunities, findings, and challenges. Intensive review of child death cases is a rich source of information about children and families at-risk; fatal injury patterns among children in Virginia; and opportunities for developing data-based recommendations to reduce those death. You can follow this discussion [here](#). As a follow up to this conversation and to understand the Virginia experience, the committee will be conducting a research project, with Taylor, to further review topics and questions raised by this conversation.
- At our last FACT meeting in June and in her VDSS summary to Board members, Gena Boyle described upcoming changes to Virginia's child welfare database systems. CAN Committee members frequently request data from the Department, particularly regarding child safety and well-being outcomes. The Committee has requested that CAN Committee member be involved in the workgroup established to provide input on this new system.
- **Trustee Powell made a motion for the Board to direct the CAN Committee to develop a letter for supporting upcoming budget requests from VDSS. Trustee Floyed seconded.**

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Treasurer's Report: Trustee Garner provided the update.

- Trustee Garner continues to work with the new bookkeeper to reorganize FACT's QuickBooks. Trustee Garner reviewed the profit/loss statement and budget.
- There was discussion around providing an end of fiscal year report to the Board and audit history. **Trustee Gilliam made a motion to create an ad hoc workgroup to review comprehensive fiscal procedures and auditing moving forward to bring recommendations back to the Board. Trustee Powell seconded.**
- Trustees discussed a timeline for the workgroup to have a financial reporting structure for Board meetings by December and have procedural recommendations by the end of the fiscal year.

Sustainability Committee Report: Chairperson Wilkinson provided the update.

- Chairperson Wilkinson presented a report from sustainability contractor Claire Gastañaga. An inquiry of the Secretary indicated that the administration would not support legislation for FACT to become an independent agency. There are still a few changes that can be made to address some of the administrative barriers FACT faces. **The recommendation from the ad hoc workgroup was for the Board to accept all of the recommendations below except for number 3 due to potential consequences to current staff support.**

- (1) Clarify that the Trustees may receive reimbursement of expenses associated with their service on the Board. The following amendments were discussed: the code section is incorrect and specifically naming that VDSS will pay for the expenses.
(a) The Trustees approved this recommendation, as amended, unanimously.
- (2) Give the FACT Board of Trustees explicit authority to establish a supporting 501(c)(3) organization like Prevention Connections (PC) established by the Virginia Foundation for Healthy Youth. According to the Foundation: PC "serves as a nonprofit partner organization to acquire resources for activities that complement and expand the childhood obesity and tobacco-use prevention efforts of the Virginia Foundation for Healthy Youth (VFHY)." Tax returns filed by PC show that funding is derived from contributions and fees charged for programs offered by PC. No state or federal funds were reported on PC's 990s through 2020.
(a) Trustees Short, Gilliam, and Floyd opposed this recommendation.
- (3) Give the FACT Board of Trustees the authority to hire and compensate employees from money in the Trust Fund or other funds appropriated explicitly for FACT in the budget by the General Assembly. The appropriation to FACT would be a "such sums" appropriation that could come from a line item in the DSS budget and/ or from the Trust Fund which will include Gaming Funds previously authorized.
(a) This recommendation was not brought forward for consideration.
- (4) Modify the Commissioner's role on the Board to alleviate any real or perceived conflict arising out of the FACT Board's role as an advisor to the Department, the Secretary, and the Governor.
(a) The Trustees approved this recommendation unanimously.
- (5) Clarify that counsel to the Board and Trust Fund will continue to be provided by the Office of the Attorney General.
(a) The Trustees approved this recommendation unanimously.

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Editorial & Planning (E&P) Committee Report: Trustee Gilliam provided the update.

- The Disability issue brief is wrapping up and will be published by the end of October. The upcoming topics in the series on Special Populations are: caretaker abuse within nursing homes/assisted living facilities, the impact of domestic violence for incarcerated women, child trafficking, immigrant population.

Grants Committee Report: Trustee Wescott provided the update.

- The Grants Committee recommends approval for three ad hoc grant requests that were submitted.
 - The Children's Advocacy Center of Virginia requested funding for their statewide conference.
 - Families Forward requested funding for attendance cost for lived experience presenters at the VDSS Child Abuse Prevention Conference.
 - Virginia Victim Assistance Network requested funding for their annual conference.
- **Trustee Lawrence made a motion to approve all ad hoc grants recommended by the Grants Committee.**

Staff Updates: Executive Director Poulin provided updates.

- Executive Director Poulin reviewed a report of activities related to the recently adopted [Strategic Plan](#) and ongoing projects.

Adjournment/Wrap up: Chairperson Wilkinson concluded the meeting at 3:29 PM.

Respectfully submitted,
Taylor Hohle
Taylor Hohle, Senior Research
Associate