

# **Montana Children's Trust Fund Board Meeting Minutes**

**Thursday June 8th, 2023**

**In-Person and Zoom Meeting**

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**Present:** Brooke Bartholomew, Teresa Kennedy, David Landis, Brandi Loch, Elizabeth Sibling, Deann Willcut

**Staff present:** Sandy Cade (Early Prevention/Intervention Program Manager), Josh Kendrick (CTF Manager), Heather Stenson (CTF ARPA Program Specialist) Susan Wensel (Budget Analyst), Jeromy Ashcraft (Budget Analysis), Anne Luehr (Admin Assistant).

**Guest present:** none  
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Montana Children's Trust Fund Board Meeting was called to order at 9:00 a.m. by Chair David Landis.

No public comment was made.

Chair David Landis welcomed everyone, and Josh facilitated introductions for Board members.

Chair David Landis called for changes or edits to the draft for March MT CTF Board Meeting minutes. No changes or edits were made. An oral vote was taken. Minutes were accepted as written unanimously.

## **Board Business:**

- **MT CTF Manager's Report**
  - Gave a report April through June Activities
    - March Wrap-up
    - April:
      - Focus towards Strengthening Families Month Activities.
        - At least 38 organizations participated across at least 14 communities in SFM activities.
        - 7,208 pinwheels distributed by CTF.
        - Parentingmontana.org and Go Blue commercials ran throughout April.
        - Lapel pins distributed to legislators during session.
      - No more violence week April 10-14<sup>th</sup> Great Falls.
      - Josh K. monitored legislation with a focus on prevention and child welfare and reported out almost weekly to the CTF board.
      - Josh K. participated in the RFP review process as a subject matter expert where he provided information and clarification to the review panel.
      - Josh K. and David L. also attended the MT Prevent Child Abuse and Neglect Conference in Helena.

- May:
  - Josh K. had the opportunity to support our Early Intervention and Prevention unit by sitting on a review panel for certification of Family Support Specialist who work in Part C of IDEA. Family Support Specialists work with children with developmental delays and disabilities.
  - Time was spent preparing the annual application for the CBCAP Grant
  - Josh K. worked with a committee from the CTF Board to review and select the \$5,000 grant recipients for the State Fiscal Year 2024.
  - There was an opportunity to attend the in-person federal CBCAP Grantee meeting in Baltimore. Heather S. and Josh K. both attended the conference that gave updates on the Administration for Children Youth and Families. Josh K and Heath S. also had the opportunity to attend a panel discussion regarding parent partnership.
- June:
  - CTF Board committee to review renewal applications from the multi-year grantees.
- Other updates are in attachments.

- **MT CTF ARPA Program Specialist Report**

- Gave a report April through June activities.
  - April:
    - Heather S. discussed the Community Resource Program RFP process which started in April.
    - Assisted with the RFP Review Committee and reading/scoring the RFP proposal.
  - May:
    - The RFP process continued into May due to a couple of the sites needing to resubmit portions of their RFP proposal before being approved.
    - All the contracts were sent out to the site by 5/15/2023 with backdating the contracts to 5/1/2023.
    - The contracts were awarded to the following agencies:
      - Alliance for Youth- Cascade County
      - Butte 4-C's- Silver Bow County
      - Family Promise- Lewis & Clark County
      - St. Johns United- Yellowstone County
    - Heather S. has been assisting on creating a flow chart/script for Centralize Intake and Child Family Services staff along with one for CI to give to family members calling and reporting on individuals.
  - June:

- Community Response Programs site visits have started to begin.
      - Butte 4-C's visit was on 6/1/2023.
      - Family Promise scheduled on 6/9/2023.
      - Alliance for Youth scheduled on 6/13/2023.
      - St. Johns United will be on 6/20/2023.
    - Heather notified the Board that she will be leaving in July.
  - Other updates are in attachments.
- **MT CTF Fiscal Update**
  - Susan W. explained the difference between selling the Endowment for Children's Donations shares and reinvesting them.
  - The CTF Funds were discussed for the following periods.
    - F21 – 10/1/2020 through 09/30/2023
    - F22 – 10/01/2021 through 9/30/2024
    - F23 – 10/01/2022 through 9/30/2025
  - The remaining budget was shown for the 03534 Federal Grant – ARPA
  - Conversations were held for 02089 State Special Revenue, 08069 Donations, and 09045 Endowment for Children Donations.
  - Board discussed and upheld previous action plan made March regarding STIP Participant Earnings.
  - Susan W. gave a reminder that the F22 will be starting this coming October.
- **CBCAP Renewal Application**
  - Heather S. brought forward information about the Multi-Year Grantee report.
  - The following programs were awarded:
    - Alliance for Youth
      - Programs:
        - Nurturing Parenting
        - Parent Forever/mediation
        - Circle of Parents
        - Love and Logic.
      - Numbers served 7/1/2022-3/31/2023:
        - Children: 22
        - Parents/caregivers: 161
    - Dawson County's The Nurturing Tree
      - Programs:
        - Nurturing Parenting
        - Parents as Teachers
        - Circle of Security
        - Mommy/Daddy & Me
      - Projections for numbers served:
        - Children: 350
        - Parents/caregivers: 250
    - The Nurturing Center:
      - Programs:
        - Circle of Security Parenting
        - Circle of Security Classroom (professionals)

- Play Groups
  - Parent Cafes
  - Projections for numbers served:
    - Children: 350
    - Parents/caregivers: 200
- The Parenting Place
  - Programs:
    - Nurturing Parenting (offered to community, pre-release prisoners, county jail)
    - Exchange Club Parent Aide Home Visiting
  - Projections for numbers served:
    - Children: Not calculated
    - Parents/caregivers: 100
- Peace Place
  - Programs:
    - Respite care-
      - Morning preschool
      - After school
      - Camps
    - Circle of Parents
  - Projections for numbers served:
    - Children: 72 (67 w/ special needs)
    - Parents/caregivers: 140 (21 w/ special needs)
- **Review Updated Strategic Plan Work Plan**
  - Josh K. and Heather S. discussed the completed, in-process, and not started goals and plans compared to the last CTF meeting in March.
  - Other updates are in attachments.
- **Limited Solicitation Grants Report**
  - Josh K. discussed the CTF Board committee choices for the \$5,000 grantees.
    - Anaconda Family Resource Center
      - Goals are to establish a referral and release of information process for families in need. While also connecting referred families with services and supports provided both internally and externally.
      - Outcomes will be referred parents will work with Anaconda FRC staff to address any risk factors, and also ensuring that the referred parents have better skills with which to find resources and parent their child.
    - Early Childhood Coalition of Beaverhead County
      - Main goal would be to remove barriers for caregivers who are wanting to attend parent educational programs.
      - The outcomes would potentially be increased capacity for reaching parents of children by providing means and childcare during the educational programs, and helping parents develop parenting skills and better understanding of practical tools.

- Missoula Public Health
  - Goals would be to identify family needs, identify current supports/services, identify possible gaps, and eventually develop a vision for coordinating the parent support system.
  - Outcomes would be identified by a clear and complete parent support plan for adoption and a stronger navigation for parents and caregivers. With the overall outcome being most of the participating organization working collaboratively to implement the action plan in the future.
- Safe Harbor of Lake County
  - Goal would be provision of group and mental health support for caregivers and children who are taking shelter following domestic violence.
  - The protentional outcome would be adult and child survivors of violence being able to participate in a mealtime and group activity with a professional therapist.
- Toby's Home
  - The main goal is training of early childcare provides, educators and facilities on trauma informed policies and practices.
  - The desired outcome would be for professionals and community members to understand the impact of ACE scores on child development.
- For further information and updates see attachments
- **Contracted Programming for State Fiscal Years 2025-2029**
  - Josh K. brought forth 3 possible options to change the funding protocol for state fiscal year 2025.
  - CTF Board decided to move forward with option three.
  - Option three being:
    - Available funds: up to \$160,000 per year.
    - Contracts would have to complete an RFP for a three-year term with an optional extension for two-years.
    - Funding period would officially be 7/1/2024-6/30/2027 (SFYs 25-27), but there is the option to get an extension for another two years (7/1/2027-6/30/2029, SFYs 28-29).
    - Funding would be up to \$32,000/yr per contract.
    - Total initial contract value: \$480,000 over three years; additional contract value of \$320,000 over two years.
  - Teresa K. made a motion to choose option 3 (as described above)
    - Elizabeth S. seconded the motion.
- An oral vote was taken. The choice to move forward with option three was accepted unanimously.

#### **Staff Updates:**

- **Community Response Programs Update**
  - Heather reviewed CRP information with the Board.
- **Strengthening Families Month Update**

- Josh K. gave an update on the success of the April Strengthening Families Month and the statewide pinwheel placements.
- **Strong Communities, Strong Families Summits**
  - Josh updated the board regarding Strong Communities, Strong Families Summits. More in-depth work on this will begin this summer.

**Upcoming Dates:**

Monthly Grantee Meetings

July 1<sup>st</sup> Start of State Fiscal Year 2024 and contracted programs.

Min-Grant Reports Due July 31<sup>st</sup>

Multi-Year Grantees Reports due August 31st.

September Board Meeting- Virtual or In-Person.