

Montana Children's Trust Fund Board Meeting Minutes
Thursday September 26, 2024
Teams Meeting

Present: Brooke Bartholomew, David Landis, Deann Willcut, Jeri Delys

Staff present: MacKenzie Forbis (CTF Manager) Lona Gregor-Martin (CTF ARPA Program Specialist), Susan Wensel (CTF Budget Analyst)

Guest present: none
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Montana Children's Trust Fund Board Meeting was called to order at 10:00 a.m. by Chair David Landis.

No public comment was made.

Chair David Landis welcomed everyone and introduced board members.

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

Board Business:

- **June Meeting Minutes**
 - New board members were discussed.
 - In talking about new board members, it came to Mackenzie's attention that quite a few board members are scheduled to term out in December: Jerri, Deann, Brandi, and Brooke.
- **MT CTF Manager's Report**
 - MacKenzie updated on activities since starting in June, providing information about working on the Multi-Year RFP with scoring that occurred in July. Only three vendors were accepted at that time, so a re-RFP will take place to get the other two vendors selected.
 - Jeri made mention of the CTF website needing a lot of work and it is not resourceful. MacKenzie let the board know that we have a page dedicated to funding applications, where we have the commodity code that is used in eMACS if vendors would like to be notified of RFP opportunities.
- **MT CTF Fiscal Update**
 - Susan joined to give a budget update for the CTF budgets. off and Susan advised that she would look that up and get back to the board but she did not believe it was a substantial amount.
 - Susan spoke about the CBCAP grant funding structure and timeline.
 - A discussion around a spending plan was had for these funds.

- David proposed that we schedule a special meeting of the board to go over the spending plan. Jeri motioned to schedule a special meeting in about three weeks Brooke seconded.
- **CBCAP Funded Programs Annual Reports**
 - MacKenzie shared PowerPoint that went over the annual reports from the multi-year grantees.
 - Parent/family Success stories from each grantee were shared during this presentation and the board members seemed to really love those. It sparked a conversation about getting parent stories for every one of our board meetings. Jeri suggested having the data and success stories to be included on our website
- **Protective Factors Survey Data**
 - MacKenzie shared PowerPoint that went over the Protective Factor Survey (PFS-2). David asked that the PowerPoint be shared. MacKenzie will share each of the PowerPoints.
- **Community Response Program Update**
 - Lona spoke about her data and gave an update on the CRP. Lona shared that she is doing a deep dive into what is missing from the spreadsheets we already have and how she will be going over these things during site visits.
 - David and Jeri asked to be invited to the site visits, particularly the Billings and Great Falls site visits.
- **Parent Advisory Committee Update**
 - Lona and MacKenzie let the board know how the partnership with the Preschool Development Grant/Birth to Five(B5) Parent Engagement Team meetings have been going. Still updating the framework for the Parent Engagement committee. Lona and MacKenzie helped with writing the parent ask letters.
- **Board Updates**
 - MacKenzie asked the board members for suggestions on new board members, as we still have one vacant spot.
 - David shared the State's Board Resources Portal
- **Strategic Plan**
 - Brooke asked that the board review the strategic plan every board meeting for at least 15 minutes.
- **Wrap up**
 - MacKenzie went over upcoming dates between now and the board meeting in December.
 - Brooke shared that she thinks it would be great for board members to be invited to conferences, especially the CBCAP annual meeting held in DC.
 - Jeri asked for weekly updates on the Legislative Session coming up. CTF will discuss how this could realistically work given current workloads.

Upcoming Dates:

Monthly Grantee Meetings

October Community Response Grantee Site Visits

October 15-16 Perinatal Mental Health Conference

October 29 2:30-4:30pm Budget Board Meeting

November 12-14 CTF Alliance Membership Meeting
December Board Meeting- Zoom

Chair David Landis adjourned the meeting at 2:00 pm