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**Idaho Children’s Trust Fund Board Meeting**

**July 18, 2016**

**Alexander House – 304 W State St, Boise ID**

**Meeting Minutes**

**Call to order**

Chair-person Sarah Leeds called the meeting to order at 9am on July 18, 2016.

**Board members in attendance**

Celia Asumendi, Jill Andrus, Shannon Dunstan, Kay Christensen, Sarah Leeds, Brenda Stanley. Via phone: Janet Goodliffe, Jeanette Pinkham.

**ICTF staff in attendance**

Roger Sherman, Taryn Yates.

**Absent**

James Herrmann, Amanda Pena.

**Consent Agenda**

**-MSC/**Christensen/Asumendi that the consent agenda with accompanying documents be approved as distributed. ***Motion carries***.

**Multi-year Grant Review and Decisions**

**-Scope:** Question was raised in regard to narrowing the scope of grants. Potential parameters include therapeutic vs. prevention work, level of grantees’ expertise. Discussion deferred to October board meeting.

**-Grants: MS/**Christensen/Asumendi to remove grantee applications that failed to score above 42 on the qualitative scale. ***Motion failed***.

**MS/**Christensen/Stanley to fund applicants: Bannock Youth Foundation and ICARE. ***Motion carries***.

**MS/**Dunstan/Christensen to fund applicants: Family Advocates and Advocates Against Family Violence. ***Motion carries***.

**-Discussion:** Ms**.** Dunstan suggests adjusting grant applications to incorporate the new scoring systems. **Action:** Taryn will address this for next grants cycle.

**DHW internal audit**

**MS/**Christensen/Asumendi to request DHW internal audits division to perform a risk assessment of ICTF internal controls. ***Motion carries***.

**Review and finalize SFY 2017 Budget**

**-Previous Year:** Overages are close in size to last year’s surplus and have not affected cash flow. Previous year budget was set too low.

**-Carry overs:** Concern was raised regarding grantees that don’t use all of their grant funds within the year. Mr. Sherman suggests grantees be allowed to carry over up to one quarter’s worth of spending.

***MS/***Goodliffe/Stanley to incorporate a contract provision stating “Carry over is allowed in extreme circumstances and is not to exceed 25 percent.” ***Motion carries***. Note: Christensen requests to see a draft before inclusion. Taryn will draft and share.

**-Revenue projections:**  Suggestions to balance budget include a. raising price of registration for SFTI conference, b. cutting breakfast from SFTI conference, c. holding Spring board meeting during SFTI conference, d. holding one board meeting each year via teleconference, and e. lowering annual grants to $20,000.

**-COLA for staff: MS/**Dunstan/Stanley to provide current staff with 3 percent cost of living increase as suggested by the Governor, and add it to the budget. ***Motion carries***. Dunstan requests a yearly performance review for each staff member on a regular schedule. Leeds will form a committee to address this.

**-MS/**Stanley/Andrus to approve the proposed 2017 budget with a cost of living increase and cost decreases as approved previously. ***Motion carries***.

**Wickel Trust**

Eloise Wickel provided for ICTF, BSU, and another family member to share in the funds from the Wickel Trust. The estate has not been settled, but discussion ensued concerning how ICTF would dispose of its portion. **MS/**Dunstan/Andrus to use proceeds from this potential gift in an annual grants cycle. ***Motion carries***.

**Assessment of prior year and goal setting**

**-D2L :**  Over ten thousand people have received Stewards of Children training so far. The Boise School District will train three hundred staff and Boise state plans to train a similar number through the College of Health sciences.

**-Crying Plan:** One hundred thousand brochures are printed and ready for distribution. Goal is to saturate various outlets including hospitals, pediatrician and family doctor offices, birthing centers, and alternative schools. DHW has a repository and ability to disseminate on demand.

**-SF integration:**  Idaho schools have incorporated Strengthening Families/ACEs, Crying Plan curriculum into Family and Consumer Sciences classes. Big Brothers/Big Sisters and the 5C Juvenile Center in St. Anthony have had trainings also.

**-Operational goals:** Improve fundraising and promotion of ICTF mission. Empower staff to move ahead with efforts. Conversations with hospitals for funding should occur in August. Other potential funding opportunities include Exchange Clubs, and marriage and birth certificate surcharges.

**Community partners reports**

**CATCH:** Wyatt Schroeder, CATCH director presented on how the Housing Frist model works and how Strengthening Families fits with this model. Jane Zink has facilitated making culture and practice changes at CATCH.as part of an annual grant with them.

**IDOC:**  Jane Zink presented information about the work going on at IDOC with ICTF funding. Ten week strengths based training course on the five protective factors has been taught at several women’s prisons. Efforts at East Boise have been hampered by changes in personnel.

**Treasure Valley Initiative (TVI):**  Linda Payne smith, co-chair of the Treasure Valley Steering Committee and a VP at Saint Alphonsus hospital, presented on the role of the steering committee in promoting the work of Darkness to Light in the valley. The next community leaders training will be November 10. Strategy is to get major companies to train their employees.

**Crying Plan:** Sherry Iverson,from St. Luke’s, described the work of the coalition working to saturate the state with the Crying Plan.

Meeting adjourned at 11:35 a.m.