****

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

**October 19, 2014**

**Alexander House- 304 W. State St., Boise, Idaho**

**Draft Meeting Minutes**

**Call to order:** At 9:00am on Monday, Board Chair Sarah Leeds called the meeting to order

***Board Members Present:*** *Celia Asumendi, Shannon Dunstan, Janet Goodliffe, Sarah Leeds, Amanda Pena, Brenda Stanley, Jill Andrus, Kay Christensen*

***ICTF Staff Present:*** *Roger Sherman, Lisa Newhouse, Taryn Yates*

**Board Education- KBOI’s “Childhood Matters”**

**July Meeting minutes** – Shannon moved to approve

Celia second

Approved

**Consent agenda** – Kay moved to approve

Shannon second

Approved

**Internal Controls & Plan for Internal Audit Review**

The new Administrator for FACS, Gary Moore offered to make budget analysis staff available to review ICTF internal controls and create an ongoing process for internal auditing

* Happening first week of November, Sarah requested to attend
* Board requested written record, recommendations and a presentation.

Janet motion to proceed with internal review

Kay second

Approved

**Expenditures over $1,000**

-Stewards of Children books

* 500 books @ $8/each
* Funding from St. Luke’s and Idaho Women’s Charitable Foundation

Janet motion to approve

Brenda second

Approved

**Granting Decisions**

-Taryn introduces matrix for applicants. Have $25,000 to give.

-Why do we have to use scoring method?

* Required by contract to show a score when giving out money

-Rubric vs ICTF value system. Tighten up rubric.

-Taryn to look into options in addition to scoring

* Provide examples to board
* 10 point criteria, yes/no answers, peer review, subject matter experts, let the criteria dictate: whoever wins, wins, either grant apps have info or it doesn’t.
* What are other places doing and is it working?

-Question to add to applications: Who are other funders and amounts?

The following grants were approved for funding:

5C (juveniles) **Funded for $3,102**

Community Council of Idaho **Funded for $4,326**

* Amanda motion to approve, Kay second

Families Together **Funded for $5,000**

* Kay motion to approve, Janet second

Family Advocates- Parents Anonymous **Funded for $5,000**

CATCH **Funded for $4,470**

Big Brothers/Big Sisters- not a lot of parent involvement **Funded for $3,102**

**KBOI Discussion**

-Roger was directed to research board concerns around purchasing protocol and DHW communications office relations

If possible a phone conference will be convened with at least 48 hours notice

-Shannon to set up a “go to meeting”

**PCAA Site Visit Discussion**

-Visit is just to ensure practices fit and get feedback on how to do work

-Exit summary and action plan will be developed and sent out

-

Kay moves to designate board delegates to present to PCAA site visitors and will clarify issues, answer questions, and report back at next meeting.

Janet seconds

Approved

**Proposals**

**Proposal 1: Work with organizations in Magic Valley to fund VISTA training coordinator to build statewide child sexual abuse prevention initiative**

Janet motions for Roger to move ahead with project as opportunity develops

Jill second

Janet amends motion to say staff should spend ‘a prudent amount of time’

*\*There is value in this so figure it out\**

Motion approved

**Proposal 2: Develop efforts to promote and pass “Erin’s Law” to provide education on child sexual abuse**

Kay moves to table discussion until after 2016 legislative session

Amanda seconds

Approved

**Adjourn:** At2:34pm on Monday