



**Huron County Child Abuse/Neglect Council  
Board Meeting Minutes  
10.26.2017**

<b>Board Members Present</b>	<b>Board Members Absent</b>
Elizabeth Herd, President Erinn Mausolf, Secretary Heather Drabek, Treasurer Kayla Champagne Daryl Ford Karissa Schrader Trish VanNorman Rachel Voss Holly Wasierski  Kelli Braun, Coordinator	Clark Elftman, Vice President Rev. Mike Beeler Chelsea Corbishley Matt Lewis Tim Rutkowski Dana Smith Mike Viers
<b>Guests Present</b>	
Becky Gettel	

Call to Order: The meeting was called to order at 12:07 pm.

Last Meeting Minutes:

- April Board Meeting Minutes
  - **Motion to approve the April Board Meeting minutes made by Trish VanNorman supported by Holly Wasierski. Motion passed.**
- July Board Meeting Minutes
  - **Motion to approve the July Board Meeting minutes made by Karissa Schraeder, supported by Rachel Voss. Motion passed.**

Coordinator’s Report – submitted by Coordinator, Kelli Braun

- *Prevention Committee:*
  - Supported Programs applications – recipients will be notified after today’s meeting
  - Mandated Reporter Training – training scheduled for December 6<sup>th</sup> (25 people)
  - Talking About Touching (TAT) – working on recruiting new TAT instructors (contract, letter, etc.)
  - Sleep Sacs – new sleep sacs were ordered for HMC, and should arrive in December (they’re currently out)
- *Publicity Committee/Fundraising Committee:*
  - Pizza Hut Tip Night – November 6<sup>th</sup>, sign-up sheet
  - Website – completing weekly updates
  - Roof Sit – team packets mailed, event created on Facebook, added to website
  - Pinwheels - ordered
- *Membership Committee:*
  - No report
- *Other Items:*
  - Egrams reporting was completed for the second half of the year
    - Reporting changes – now required to complete quarterly
  - See Kelli or Heather if you’ve not yet paid your dues

- Asked to meet with Rep. Canfield to talk about issues in our county and the needs of the Council
- Donations were received, and thank you's sent:
  - Caseville Community Chest
    - \$500 for the Baby Pantry
    - \$600 for the CA/N Council
    - \$691.18 from the Goodwill Roundup for Change

Treasurer's Report: submitted by Treasurer, Heather Drabek

- 2017 CA/N Report
  - Heather discussed the budget for the 2017-2018 year.
  - **Balance as of 10.1.2016** **\$18,719.00**

	Income	Expenses	Net Total
<b>Year to Date Fiscal Year 2017</b>	\$41,664.60	\$35,331.20	\$6,333.40

- **Balance as of 9.30.2017** **\$38,318.68**

- CAC Funds
  - **Balance as of 10.1.2016** **\$18,719.00**

	Income	Expenses	Net Total
<b>Year to Date Fiscal Year 2017</b>	\$14,594.00	\$1,327.72	\$13,266.28

- **CAC funds in the checking account, but kept completely separate from**
- 2018 CA/N Budget
  - Heather discussed the budget for the 2018 year.
- **Motion to approve the Treasurer's Report made by Rachel Voss, supported by Trish VanNorman.  
Motion passed.**

Committees

*Fundraising Report* – submitted by Kayla Champagne

- Tip Night
  - November 6<sup>th</sup> from 5-8 pm at Pizza Hut
  - If interested in signing up, contact Kelli or Elizabeth.
- Roof Sit
  - February 2<sup>nd</sup>, 2018 at McDonald's Food & Family Center
- Next meeting: December 12<sup>th</sup> at 12 pm at the Health Department

*Membership Committee Report* – submitted by Chair, Erinn Mausolf

- A meeting will be held immediately following the board meeting today.

*Prevention Committee Report* – submitted by Chair, Karissa Schraeder

- Supported Programs
  - Elrae Herp for the Family Enrichment Program
    - program: Love & Logic series of four class sessions
    - requested: \$4,500 (monies returned the past two years for sessions that did not occur); money to be spent on three class sessions, facilitator training, and miscellaneous supplies
    - to be spent on: \$1,100 per session, miscellaneous supplies, facilitator training
    - families served: no limit on number of participants per class session

- Prevention Committee Recommendation: Approve \$1,300 for now. In the future, approve the full amount, with the stipulation that confirmation will be received from Elrae of the other two scheduled classes.
    - **Motion to approve the Prevention Committee’s recommendation. Motion passed.**
  - Scheurer Hospital for the Safe Environment for Every Kid (SEEK) Program
    - program: An evidence-based questionnaire to be completed at well child exams. Social work consult, referrals, and phone call follow-up.
    - requested: \$4,700;
    - to be spent on: a one-time fee to purchase an evidence-based screening tool from the University of Baltimore, staffing, supplies/materials
    - families served: ~4,900 people
    - Prevention Committee Recommendation: Approve the full amount.
    - **Motion to approve the Prevention Committee’s recommendation. Motion passed.**
  - Community Connections for the Preventing Abuse through Adult Literacy Program
    - program: 1-on-1 literacy training with adults
    - requested: \$2,173
    - to be spent on: \$1,973 for staff training and time, \$200 for books to be supplied to the library after use
    - families served: 20 adults and 20 children
    - Prevention Committee Recommendation: Approve \$1,973 for the training and staff time.
    - **Motion to approve the Prevention Committee’s recommendation. Motion passed.**
- Pack n’ Plays
  - 65 pack n’ plays were received from CTF. They were distributed between the Department of Health and Human Services, the Huron County Health Department, and Early Head Start. A reporting form has been created and will be utilized by individuals that distribute the pack n’ plays.
- Next meeting: November 30<sup>th</sup> at 12 pm at DHHS

*Publicity Committee Report* – submitted by Chair, Rachel Voss

- Monthly planning to promote abuse prevention. October focused on safe sleep. November will focus
- Upcoming events:
  - November 4<sup>th</sup>, 2017 – Project Connect
  - February 2<sup>nd</sup>, 2018 – Children’s Services Breakfast
  - March 2018 – Children’s Wellness Adventure

Old Business:

- Education Programs
  - Darkness to Light program – basic information provided about the program
    - 1 confirmed training scheduled: 12.20.2017 from 8:30-10:30 am at the HISD
    - other trainings attempting to be scheduled with the Health Department and Ladies Auxiliary
  - Talking about Touching
    - Looking for instructors.
    - Elizabeth and Kelli met with Karen Currie, from the ISD. Karen had some ideas of paraprofessionals that may be interested. Karen also had the idea to have a body safety books available in each classroom that receives the TAT training.

- Members were able to find a coupon and deal on purchasing 250 body safety books for \$737 online.
- **Motion to approve the purchase of books made by Heather Drabek, supported by Rachel Voss. Motion passed.**

New Business:

- Hands Fundraiser
  - 3,000 cardstock hands were purchased for April 2017 for Child Abuse Prevention month and utilized as a fundraiser. Kelli is looking to purchase more hands for 2018, but they are out of stock currently, with no date that they may be in stock.
  - Members agreed to purchase 6,000 cardstock hands from Oriental Trading for the 2018 fundraiser.
  - **Motion to approve the purchase of hands for the fundraiser made by Rachel Voss, supported by Trish VanNorman. Motion passed.**
- Child Abuse Conference
  - Elizabeth attended the conference. Cards were distributed to councils that focused on promises parents make to their children related to health, nutrition, and safety. Discussion followed about how to utilize the cards that were given.
  - Elizabeth attended several sessions on the Adverse Childhood Experiences Study focusing on risk factors that children experience in their childhood and how it shapes their future.
- Handle with Care – If a child has any contact with law enforcement, an email will be sent to the school stating the child’s name and “handle with care.” No other information will be shared with the school, but it gives the school a heads that this child may be experiencing some symptoms.

Child Advocacy Center

- A fundraising event was held in September at Verona Hills.
- Current balance – \$13,272.91
- DTE, Shebar (audio/visual company), and HCMCF staff working on getting the office set up.
- Discussed a cell phone that the temporary coordinator would have and carry. the \$2.90 per month with 500 minutes.
- Janet’s Graphics working on an outdoor sign.
- Discussed ways to run the CAC – a stand-alone entity or under the umbrella of the CA/N Council. Discussed budgets, board members, and ways to incorporate into by-laws.
- Discussed the possibility of a name change.
- Protocols and procedures were received from Saginaw County. Elizabeth is working on linkage agreements between law enforcement, DHHS, etc.

Adjournment: The meeting was adjourned at 1:20 pm.