

Child Abuse and Neglect Prevention Board
Grants Management Committee
Special Meeting Minutes
June 11, 2026
Video Teleconference

I. Roll Call

The Grants Management Committee meeting was called to order at 3:30 p.m., on June 11, 2026, via Zoom video teleconference. Andrea Bruns, Captain Bradley Stotts, Lynn Baker, Dr. Christina Howard, Debbie Abreu, and Serah Wiedenhoefer were present.

II. Discuss Committee Support Needs

The discussion began with a review of the Committee's accomplishments. Members highlighted progress in implementing a more systematic grant process, resulting in smoother operations during the recent grant review cycle. Key accomplishments include developing timelines for the grant process, defining the scope of grant funding for Fiscal Year 2027, significantly revising the grant applications, developing a budget for Fiscal Year 2027, and managing the high volume of applications submitted for Fiscal Year 2027.

The Committee then considered ways to strengthen future grant administration, such as assessing the impact of grant funding through improved data collection processes, standardizing evaluation criteria, developing award letters, and balancing reporting requirements with grantee capacity. The Committee stressed the need for staff's continued support in reviewing, summarizing, and organizing grant applications and creating more robust grant processes.

III. Review FY27 Grant Process

Ms. Wiedenhoefer provided updates on the steps taken to notify grant applicants of the Board's funding decisions and ongoing work to formalize the grant awards for Fiscal Year 2027. The Committee will develop evaluation criteria utilizing information provided on the conference sponsorship programs funded in Fiscal Year 2026.

IV. Adopt Meeting Schedule

The Committee adopted the meeting schedule for the remainder of 2026. Upcoming meetings are scheduled for August 5 at 3:00 p.m. and October 26 at 3:00 p.m. ET.

V. Approve May 13, 2026, Special Meeting Minutes

The minutes were unanimously approved as presented.

VI. Adjournment

The meeting was adjourned at 4:23 p.m.

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