



Kentucky Office of the Attorney General
Regular Meeting-Video Teleconference

August 12, 2025

10:00 a.m. EST

Minutes

Primary Location:

Virtual Teleconference

I. Roll Call and Introductions

The meeting was called to order by Commission Chair, Caroline Ruschell, at 10:01 a.m., via Zoom.

Roll Call (All members and guests appeared virtually)

Commission Members:

Caroline Ruschell, Commission Chair, Children's Advocacy Centers of Kentucky

Jessica Jones, Department for Community Based Services

Captain Jeremy W. Smith, Department of Kentucky State Police (designee for the Commissioner)

Rachel Njenga, Kentucky Department of Education, Division of Student Success (proxy for

Christina Weeter, designee for the Commissioner)

Ramsey Dallam, Office of the Attorney General, Special Prosecutions

Erica Paske, Office of the Attorney General, Office of Victims Advocacy

Dolores Smith, Administrative Office of the Courts, Department of Family and Juvenile Services

Brittany Barber, Department for Behavioral Health, Developmental and Intellectual Disabilities

(designee for the Commissioner)

Shericka Smith, Fayette County Public Schools, Department of Student Support Services (joined at 10:18 a.m.)

Jacqueline Sugarman, Physician, Medical Director for Children's Advocacy Centers of Kentucky

Trena Floyd

Rob Sanders, Commonwealth's Attorney, 16th Judicial Circuit

Guests:

Laura Kretzer, Children's Advocacy Centers of Kentucky

Jackie Kuryla, Children's Advocacy Centers of Kentucky

Denise Durbin, Office of the Attorney General

Serah Wiedenhofer, Office of the Attorney General

II. Approval of June 3, 2025, Special Meeting Minutes

Ms. Dolores Smith made a motion to approve the minutes as presented. Ms. Barber seconded the motion. The vote to approve was unanimous. Ms. Sherika Smith was not present for the vote.

III. Review and Approval of Local MDT Protocols

No protocols were presented.

IV. Review of Educational Letter to 56th District Multidisciplinary Team

The 56th District multidisciplinary team submitted a protocol without signatures from all the team members. To assist the team in securing the missing signatures, Ms. Ruschell drafted a letter that she presented to the Commission. Ms. Jones made a motion to approve the letter as presented and send it to the 56th District multidisciplinary team. Ms. Floyd seconded the motion. The vote to approve was unanimous. Ms. Sherika Smith was not present for the vote.

V. MDT Model Protocol Update for 2025

a. Feedback from the Subcommittees

Each of the three subcommittees provided comments for updating the model protocol. Issues were raised and various sections of the model protocol were discussed. Commission members offered feedback and suggested additional changes.

b. Additional Comments from CAC of Kentucky

Ms. Kretzer and Ms. Kuryla talked about the organization and content of model protocols from other states. Several of those protocols are divided into two sections. One section addresses uniform provisions applicable to every multidisciplinary team. The second section is customized by the local multidisciplinary teams to reflect the process, criteria, and team members. One state's protocol included graphics, guidelines for implementing best practices, and a section addressing minimal facts interviewing.

c. Next Steps

The Commission requested a draft document incorporating the subcommittees' feedback and noting language from other states.

VI. Review of Data Collection Process and Data for Fiscal Year 2025

Ms. Kretzer reviewed the purpose of the data collection tool and some of the topics addressed in the data collected. Questions were added this fiscal year regarding the opening and closing of cases, training completed, and needs of the teams. Due to the change in reporting from calendar year to fiscal year, the data currently being collected is limited to January through June 2025. Analysis of the data will be provided during the October meeting.

VII. Review of Open Records Requests

No open record requests were received since the Commission's last meeting.

VIII. Partner Updates

The Citizen Foster Care Review Board will be hosting community forums focused on the role of prevention in child welfare.

Fayette County Public Schools added sextortion education to suicide prevention lessons for secondary school students and to the fourth and fifth grade curriculum. Those trainings will be completed by September 15, 2025.

The Kentucky Legislature recently approved curricula for discussing child sexual abuse prevention within schools. CAC of Kentucky maintains the prevention curriculum standards and can review programs to ensure compliance. The link to that information was provided to Commission members in the meeting chat.

Doctor Sugarman will be presenting at the Prosecutors Conference and Kids Are Worth It! Conference regarding the role of medical providers at the children's advocacy centers and with the multidisciplinary teams. She will also be participating in training for pediatric sexual assault nurse examiners.

IX. In Person Meeting Reminder – October 7, 2025, at 12:00 p.m.

X. Adjournment

Ms. Ruschell made a motion to adjourn the meeting. Mr. Sanders seconded the motion. The motion passed unanimously. The meeting was adjourned at 11:15 a.m.

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