

Child Abuse and Neglect Prevention Board
Governance Committee
Regular Meeting Minutes
August 5, 2025
Video Teleconference

I. Roll Call

The Governance Committee meeting was called to order at 11:02 a.m., on August 5, 2025, via Zoom video teleconference, by Committee Chair, Jill Seyfred. In addition to Ms. Seyfred, Michelle Sanborn, Mary Carpenter, and Serah Wiedenhoefer were present.

II. Review of July 8, 2025, Meeting Minutes for Action by the Committee

The minutes were unanimously approved as presented.

III. Review and Discuss Draft Policies and Procedures Manual

a. Committee Structure Policy

The Committee discussed the development of policies pertaining to the Board's committees. The policies will include the Board's decision to maintain the current committees and committee memberships until the next strategic plan is approved. Additional considerations, such as requirements for conducting business, were discussed. Ms. Sanborn volunteered to prepare a draft policy for the Committee's review and comment.

The Committee also reviewed the responses to the self-assessment tool. The Committee felt additional time was needed to consider the responses and formulate recommendations for the Board. Because the Committee will not meet again until October, it was agreed that the responses would be preliminarily presented during the September Board meeting and an analysis and recommendations would be presented during the November meeting.

IV. Adjournment

The meeting was adjourned at 12:07 p.m.

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