

Board of Directors

James M. McCafferty, President
Annette Tucker Sutherland,
Vice President
Jonathan Z. Wilbur, Treasurer
Lynnette Sequiera, Secretary
Rev. Dr. Kenneth W. Chalker
Frank R. DeSantis
Rev. Dr. Chelton C. Flanagan
Emily Edwards Geier
Peter J. Haas
Steven M. Neuhaus
Michelle O'Gara
Aparna Pillay
Stephanie Pogacnik
Diedre Wilson
Steven E. Wolkin, Emeritus

Executive Director

Tricia Kuivinen

CASA Program Director

Hannah Wiltshire



Thank you for your interest in serving as a member of the Board of Directors of Child and Family Advocates of Cuyahoga County (CFACC). Serving on the board is a rewarding experience and an opportunity for personal and professional growth while improving the lives of children and families involved in the juvenile justice, child welfare, and family law systems.

- There are over 2,000 children in children in Cuyahoga County who have experienced abuse, neglect or who are dependent/waiting to be adopted
- Currently, CFACC supports 80+ CASA volunteers advocating for children, and there is a great need for many more child advocates

Completing this form will help you understand the skills and time/resource commitments required by this leadership position. You may find it helpful to read the entire application and Board Member Responsibilities before you apply. Please contact our Director Tricia Kuivinen at the email below with any questions. Note: Passing both criminal and Central Registry background checks are required to serve with the CFACC board.

Please return the completed application to: Child and Family Advocates of Cuyahoga County, Attn: Governance Committee, 12200 Fairhill Rd. Ste. E193, Cleveland, OH 44120, or scan & email to info@cfadvocates.org.

This application will be kept confidential and on file at the CFACC office. The Board's Governance Committee reviews applications to identify and evaluate potential board candidates. All new directors are formally nominated by the Committee and elected by a majority vote of current board members. All new directors are officially nominated by the Committee and elected by a majority vote of current board members. They will receive a formal orientation.

Child and Family Advocates of Cuyahoga County is a non-profit 501(c)(3) charitable organization.

Mission To make a difference for every child served through advocacy, education, and collaborative alliances.

Vision Every child is seen, heard, and engaged, leading to permanency and hope.

History:

Child and Family Advocates of Cuyahoga County (CFACC) was formed in 2016 as a new not-for-profit organization to join the Juvenile Court's existing Guardian ad Litem (GAL) Project with the newly established Court Appointed Special Advocates Program (CASA) of Cuyahoga County. CFACC's mission is to improve the lives of children and families involved in the juvenile justice, child welfare, and family law systems through service as Court Appointed Special Advocates (CASA), providing education, training, advocacy, and policy development; and forming collaborative alliances with related organizations. In Dec. 2019, due to changes in county funding and Juvenile Court programming, CFACC became a CASA-only focused organization.

Leadership Needed for Board of Directors:

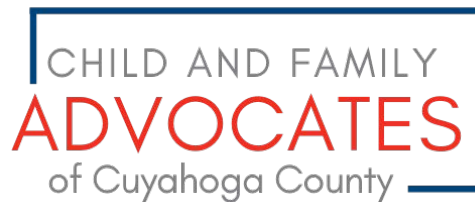
CFACC is poised to expand its impact on the well-being of children, families, and our community as it identifies and implements new strategic initiatives. Our goal is to recruit new Board members that offer a full range of expertise and commitment to make this one of the most innovative and successful non-profit organizations in our area. The primary responsibilities of Board members are:

- Commit to the mission and goals of CFACC
- Develop funding support for a sustainable agency future
- Attend board meetings and special events; be ambassadors for CASA in the community
- Set policy and strategic direction

Serving Cuyahoga County children in Need:

A significant number of the abuse, neglect, and dependency cases filed in the Cuyahoga County Juvenile Court require the best interest advocacy provided by CFACC. CASA volunteers conduct investigations, provide advocacy, and engage in monitoring of the assigned child's case. Central to their role is establishing a relationship with the child through regular and sufficient in-person contact where the child lives, attends school, and participates in community activities. The following words of former CASA volunteer Kevin O'Boyle help to illustrate this role:

I was a CASA volunteer assigned to Kyle, age 10, who had been abused by his mother. Kyle was hospitalized with diagnoses of Bipolar Disorder, Post-Traumatic Stress Disorder, Attention- Deficit Hyperactivity Disorder and Cognitive Disorder. I visited Kyle when he was released from the hospital to a group home. I did not know what to expect, but I found an articulate and intelligent child who enjoyed creative and artistic activities. As Kyle's CASA, I developed a relationship with Kyle that was evidenced in a visit on Thanksgiving. I introduced myself to another child in the group home, and he said, "I know who you are; you are Kyle's CASA, and he talks about you all the time." Then, he asked, "Could you be my CASA?" That was the most meaningful Thanksgiving I have ever had.



STATEMENT OF EXPECTATIONS FOR BOARD OF DIRECTORS-FY 2021

The following responsibilities are specific to Child and Family Advocates of Cuyahoga County and are articulated for the purpose of complementing or clarifying certain aspects of the governing responsibilities of board members.

1. Commit to the mission and goals of Child and Family Advocates of Cuyahoga County (CFACC).
2. Attend meetings of the Board of Directors. Six meetings are scheduled each year on the 3rd Thursday of each month (with some exceptions). Board members should plan to attend all meetings, including by phone/Zoom, and give advance notice to the Chair of any absences.
3. Serve on at least one committee and attend committee meetings. Board members are encouraged to attend all meetings of the committees on which they serve.
4. Prepare for meetings in advance. CFACC commits to sending materials in advance; board members commit to reading and considering materials in advance of meetings.
5. Contribute expertise and participate in strategic development of board and organization.
6. Purchase tickets and/or attend CFACC special events annually; bring guests to CFACC events.
7. Make a minimum \$1000.00 annual contribution to CFACC. Every member of the Board of Directors is expected to provide an annual financial contribution of at least \$1000.00 in value, whether from personal financial resources, donations from employer or personal contacts, or the value of in-kind contributions such as donated goods (gift cards, event tickets or items of value), or the provision of specific professional services. *Attendance at board or committee meetings does not constitute an in-kind donation.*
8. Develop funding support. Assist the CFACC board and staff in its development and fundraising efforts by arranging introductions, signing letters to friends and associates and otherwise opening doors to funding sources. Each board member who represents a business is asked to seek organizational support at the highest possible level of sponsorship.
9. Represent/be an ambassador for CFACC; be familiar with and speak in support of CFACC and allow his/her name to be used in support of CFACC's mission.
10. Disclose any potential conflict of interest with CFACC; return a signed COI form.
11. Maintain confidentiality; refrain from discussing or sharing confidential board business with non-board members.

I understand that as a member of the Board of Directors of Child and Family Advocates of Cuyahoga County, I will be held accountable to the expectations above on an annual basis.

Name: _____ Date: _____



BOARD OF DIRECTORS APPLICATION FORM

| GENERAL INFORMATION | | |
|------------------------------|---------------|-----------------------|
| NAME | | TITLE (if applicable) |
| COMPANY NAME (if applicable) | | |
| ADDRESS | | CITY/STATE/ZIP |
| EMAIL | | FAX |
| DAY PHONE | EVENING PHONE | CELL |

| INDICATE EXPERIENCE AND TALENTS YOU WILL BRING TO CFACC. CHECK ALL THAT APPLY | |
|--|--|
| <input type="checkbox"/> LEGAL <input type="checkbox"/> MANAGEMENT <input type="checkbox"/> BUDGET/FINANCE <input type="checkbox"/> STRATEGIC PLANNING <input type="checkbox"/> MARKETING <input type="checkbox"/> PUBLIC RELATIONS <input type="checkbox"/> FUNDRAISING _____ _____ | <input type="checkbox"/> MENTAL HEALTH <input type="checkbox"/> CULTURAL/FINE ARTS <input type="checkbox"/> SOCIAL SERVICES <input type="checkbox"/> GOVERNMENT RELATIONS <input type="checkbox"/> FOSTER PARENT <input type="checkbox"/> NON-PROFIT EXPERIENCE <input type="checkbox"/> OTHER _____ _____ |

| PLEASE ANSWER THE FOLLOWING |
|--|
| Why do you want to serve as a member of CFACC Board of Directors? |
| How do you see yourself contributing to the Board? |
| On what other boards (nonprofit or for-profit) do you/have you serve(d) on, if any? |
| Please list any useful community contacts you may bring, including county elected officials, local court personnel, foundation leaders, local reporters or journalists, etc. |

Board members are asked to secure or make an annual donation of personal significance to CFACC, currently a minimum of \$1000.00 annually. This can be done as a combination of your own giving with that of others, such as employer, colleagues, friends. Are you willing to give personally or through your company to CFACC? Yes No
 Are you willing to seek contributions from friends, family, colleagues and businesses? Yes No

The Board meets bi-monthly in person or by Zoom, with call-in access. A calendar of meeting dates is scheduled and distributed in advance. You may be excused with sufficient notice to the Chairperson. Three consecutive absences result in removal from the board. Are you able to commit to attending board meetings regularly? Yes No

Board members are responsible for serving on committees. Please indicate the committees on which you would like to serve:

- | | |
|---|---|
| <input type="checkbox"/> Communications | <input type="checkbox"/> Strategic Direction |
| <input type="checkbox"/> Governance | <input type="checkbox"/> Kevin O'Boyle Memorial Fund |
| <input type="checkbox"/> Finance | <input type="checkbox"/> Development/Fundraising/Special Events |

Please specify your other interests, if applicable: _____

How did you learn of the opening on the CFACC Board of Directors?

BACKGROUND CHECK REQUIREMENTS

| | |
|-----------|-----------------------------|
| FULL NAME | MAIDEN NAME (if applicable) |
|-----------|-----------------------------|

OTHER NAMES (if applicable)

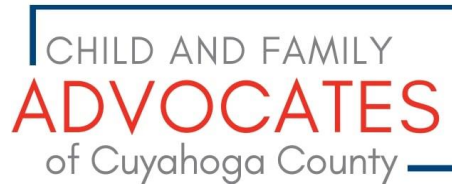
CONSENT STATEMENT

In applying to serve on the CFACC Board of Directors, I acknowledge that the agency serves minors and as such, I will be required to pass a criminal and Central Registry (child abuse) background check to serve on the board. I understand that CFACC will run the check through the appropriate state agencies and that a copy of my driver's license and social security card will be required for CFACC to run the proper checks. I consent to provide copies of my identification cards with the understanding that CFACC will shred my identification copies after the required checks are completed, and will not keep them on file.

Signature: _____ Date: _____

OFFICE USE ONLY

| | |
|--------------|--------------|
| LICENSE/ID#: | VERIFIED BY: |
|--------------|--------------|



12200 Fairhill Road | Suite E193, Cleveland, Ohio 44120
216.296.3799 | info@cfadvocates.org | cfadvocates.org

OHIO'S SACWIS ALLEGED PERPETRATOR SEARCH CONSENT FORM

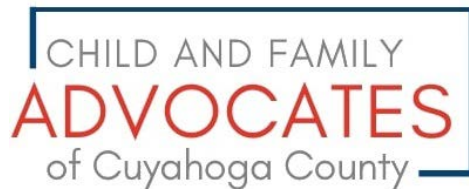
Child and Family Advocates of Cuyahoga County (CFACC) requires staff, volunteers, and board members to complete the OHIO SACWIS (Statewide Automated Child Welfare Information System) Alleged Perpetrator Search as part of the background and screening process. Ohio's SACWIS Registry is a confidential database containing allegations of reports of child abuse and neglect and the parties involved. This search confirms whether an individual has been named an Alleged Perpetrator for a Substantiated or Indicated report of child abuse or neglect. This search is required to be completed initially and every four years per program policies. CFACC will complete this search on your behalf and results shall be returned to Hannah Wiltshire, Program Director, at hwiltshire@cfadvocates.org.

Name of individual to be searched:

| | | |
|------------|-------------|-----------|
| First Name | Middle Name | Last Name |
|------------|-------------|-----------|

By signing and dating this consent form I certify that the information provided for the Ohio SACWIS Alleged Perpetrator Search is true and correct to the best of my knowledge. I understand the nature of the search to be conducted. I was given the opportunity to ask questions pertaining to this search. I am competent to consent to the search being completed. I authorize the Ohio Department of Job and Family Services (ODJFS) to release the search results to Child and Family Advocates of Cuyahoga County.

| | |
|-----------|------|
| Signature | Date |
|-----------|------|



12200 Fairhill Road | Suite E193 ♦ Cleveland, Ohio 44120
216.296.3799 ♦ cfadvocates.org

OHIO'S SACWIS ALLEGED PERPETRATOR SEARCH

Child and Family Advocates of Cuyahoga County (CFACC) requires staff, volunteers, and board members to complete the OHIO SACWIS (Statewide Automated Child Welfare Information System) Alleged Perpetrator Search as part of our background and screening process. Ohio's SACWIS Registry is a confidential database containing allegations of reports of child abuse and neglect and the parties involved. This search confirms whether an individual has been named an Alleged Perpetrator for a Substantiated or Indicated report of child abuse or neglect. This check is required to be completed initially and every four years. CFACC will complete this search on your behalf. ***Please complete the following form and return with a copy of your social security card and driver's license.***

Applicant Information

First Name Middle Name Last Name

Additional Names (including Maiden Name, previous Married Name(s), or Alias(es))

Date of Birth (MM/DD/YYYY) SSN

Race

- White Black Asian Hispanic Alaska Native/American Indian
 Native Hawaiian/Other Pacific Islander I prefer not to answer

Gender

- Female Male

Contact Details

Home Phone Number Cell Phone Number Email Address

Current Address

Address City State Zip Code

List any previous addresses within the last 10 years (attach additional sheet if necessary)

| | | | |
|---------|------|-------|----------|
| Address | City | State | Zip Code |
| Address | City | State | Zip Code |
| Address | City | State | Zip Code |
| Address | City | State | Zip Code |
| Address | City | State | Zip Code |

List all persons currently living in your home (i.e., spouse, children, other family members, friends, etc).
NOTE: please list your biological/adopted children regardless if they are living in your home or are over 18 years of age.

| First, Middle, and Last Name | Date of Birth | Relationship | Living In Home? |
|------------------------------|---------------|--------------|-----------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

I certify that the information provided is true and correct to the best of my knowledge.

Type Name

Date