

## **Child Death Review Meeting**

**Tuesday, June 7, 2022**

**Present:** Terri Bohl, Christa Dutter, Bridget Kinderman, Lori Whitis, Chelsalyn Smith, Pam Johnson, Lynn Johnson, Vera Matter, Jon Schultz, Brian Trowbridge, Jay Dobson, Natasha Tynczuk, Tiffany Winter, Peggy O'Halloran, Charles Ellefsen, LaRue Pierce, Julia Kyle

**Not in attendance:** Ryan Dahlgren, Scott Kelley, Lisa Steig, Marcie Rosas, Beth Draeger

### **Call to Order:**

Terri Bohl called the meeting to order at 10:31 a.m.

Bridget Kinderman confirmed that the meeting was posted on June 2, 2022.

### **Public Comments:**

No public comments had been received by the Coordinator Terri Bohl or Bridget Kinderman and no guests from the public attended the meeting.

### **Review/Approval of Meeting Minutes:**

The last meeting was April 5, 2022. No changes were recommended to those minutes. Terri Bohl shared meeting minutes for those who didn't receive them and will re-email them again. Pam Johnson made a motion to approve meeting minutes from April meeting. Tiffany Winter second the motion. No one opposed.

### **Open Session:**

1. Who is on the Water Safety Task Force Committee and who is on the EC County Child Sleep Task Force:
  - Jon Schultz will provide a list at the next meeting for the Water Safety Task Force members
  - It was shared that the Eau Claire County Child Sleep Task Force is not meeting at this time.
2. New Pre-Data Gathering Process:
  - a. Background: Bridget Kinderman is not receiving documents such as the autopsy reports, prior to the CDR meeting. Other counties data entry person are receiving autopsy reports, law enforcement records, and/or the Case Reporting by Discipline sheets. In other counties, when the child case list is distributed, the data entry person then emails the "Case Reporting by Discipline" Report to those from each office to be completed and returned to the data entry person, prior to the meeting.
  - b. New Process: Chelsalyn Smith will send summary sheets 30 days prior to the CDR meeting, along with data sheets. Terri Bohl will provide Bridget Kinderman with everyone's email address, Bridget can forward the "Case Reporting by Discipline" Report

to those from each office to be completed and returned to the data entry person (Bridget Kinderman), prior to the meeting. Chelsalyn Smith made the motion to have participants complete out to the form and submit to Bridget Kinderman prior to our meeting. No one opposed. Motion was passed. Case Reporting by Discipline Reports can be accessed here: <https://www.chawisconsin.org/download/county-child-death-review/?wpdmdl=2144&refresh=629f71ec4e80f1654616556>

3. Motion to move into Closed Session made by Charles Ellefsen; Tiffany Winter seconded that motion. Statutes read by Charles Ellefsen.

### **CLOSED SESSION:**

#### **Order of meeting:**

- 1 - EMS – presents the run report and any other data
- 2 - Law Enforcement – provides information on the scene and investigation
- 3 - Medical Examiner – summary of death including circumstances surrounding the death, resuscitative attempts by family and/or medical personnel, autopsy results, past medical history and final determination of case and manner of death
- 4 - Child Protective Services Reports – summary of information has on child, family, and circumstances
- 5 – Public Health – reports any information it has on the child, family, or circumstances
- 6 – Other team members report on any information they can share with the team
- 7 – Prosecutor – reports on the status of the investigation and any legal action

**Motion by Pam Johnson to return to Open Session:** Chelsalyn Smith seconded the motion. No one opposed.

### **Back in Open Session:**

#### **Additional discussions:**

1. Reminder to take care of yourself and Natasha shared the following links that offer breathing exercises that are tailored to the Child Death Review meetings:
  - a. <https://www.chawisconsin.org/download/breathing-script/?wpdmdl=7156&ind=1621537319065>
  - b. <https://www.chawisconsin.org/download/grouding-script/?wpdmdl=7611&ind=1631559549421>
2. Discussion regarding scheduling to quarterly meetings: Brian Trowbridge motions change meetings to quarterly. Chelsalyn Smith seconded that motion. Terri will compile 2023 dates of future meetings. Next meeting will be Tuesday, October 4, 2022.

**Next meeting:** Tuesday, October 4, 2022

**Meeting ended:** 12:21 p.m.