



## Child Fatality Prevention Team Meeting

**Date:** April 11, 2019

**Time:** 11:30 a.m. – 1:00 p.m.

**Place:** Pueblo Department of Public Health and Environment (PDPHE) Conference Room C

**Facilitator:** Alicia Solis, Team Co-Chair

**Note Taker:** Dee Speier

**Attendees:** Michael Bayer, Bob DiPietro, Kristie Dorwart, Sandra Garcia, Fudge Gonzales, Greg Hinkle, Darian Horvat (PDPHE Intern), Keith Madkins, Jordan Everhart, Molly Quintana, Steven Simerville, Alicia Solis

### MINUTES

#### AGENDA ITEM: PURPOSE & INTRODUCTIONS – ALICIA SOLIS

Discussion:

- Team Member Introductions
- Purpose of Meeting – Reminder as to “Why We Have This Meeting.”
  - We’re required by the State to hold this meeting. We appreciate your participation because it helps us to understand in the community a little more the circumstances under which children die and the causes to see if there is any way that we could do as a community to prevent those deaths.
- Confidentiality Form – per the State Health Department, this must be signed at every meeting
- This meeting is recorded and the recording is kept for approximately 60-90 days. We usually keep until the next meeting.
  - The meeting is required to be recorded by State statute.
  - The recording is kept in case a review of discussion is needed for legal purposes.

#### AGENDA ITEM: CALL TO ORDER & MOMENT OF SILENCE 11:43 A.M.– ALICIA SOLIS

Discussion:

- A moment of silence was held for in remembrance of the deceased children.
- This portion of the meeting was open to the public. The next portion of the meeting will be closed to the public.
- The closed session is recorded and kept on file for approximately 60-90 days per statute and so we can review it to see if there is something we may have missed or it is needed for legal purposes.

#### AGENDA ITEM: CONVENE INTO EXECUTIVE SESSION – 11:41 A.M. –ALICIA SOLIS

Discussion:

- The state statute regarding confidentiality was given.
- The next item on the agenda is to discuss child fatality cases in executive session for the purpose of developing child fatality prevention recommendations. The legal authority for closing this portion of the meeting is Colorado Revised Statute 24-6-402 (4) (c). The purpose of this executive session is to discuss confidential information pertaining to child fatality obtained from the Department of Social Services, the Coroner, medical, investigations, and other confidential services. The topics being discussed are confidential in nature and are protected under Colorado Revised Statute 25-20.5-408 (2) (b).
- Motion to convene into executive session was made by Alicia Solis and motion seconded by Keith Madkins.
- The executive session started at 11:41 a.m. The discussion is should be limited to the announced topic. No decisions can be made until after the executive session.
- The public in attendance would be asked to leave. No public was in attendance.
- Review of Cases – Fudge Gonzales

#### AGENDA ITEM: EXECUTIVE SESSION ADJOURNED AT 12:42 P.M. – ALICIA SOLIS

Discussion:

- The public may now return. No public was in attendance.

**AGENDA ITEM: ADDITIONAL DISCUSSION – ALL MEMBERS**

- Dr. Simerville would like us to keep track of findings, check for “red flags” and focus on these areas.
  - Alicia stated that we could make a template to keep track of this information and look for trends.
  - Sr. Simerville suggested that we could write a letter to City Council or the County Commissioners on behalf of the Child Fatality Review Team if we find a major concern.
- When and how is the information on the children’s names and cases for the meeting sent out?
  - Per Dee- A blast fax is sent out reminding everyone of the upcoming meeting. It includes the names of the child fatalities to be covered and the agenda with the date, time, and place of meeting. An email is then sent out letting the team know that the blast fax was sent out and to contact Dee if it was not received.
  - We cannot send the names or any confidential information in the emails as it is not a secured or encrypted site.
  - The blast fax lists the team member’s names on it so it will get routed correctly.
- Team members stated that they needed more time than a couple of weeks or a week before the meeting to gather the information on the cases to be covered. Can we send it out the case information sooner?
  - It was agreed by Alicia and Dee to send out the information sooner about the cases to be covered in the next meeting once we have it.
- Sandra feels we need to involve kids in our decisions and make a safe space where children feel safe in talking to people such as in the schools.
- Keith talked about making school presentations.
  - Kids don’t realize they’re being abused or it’s abnormal.
  - Per the schools, contact a school resource officer to make a presentation.
    - A school resource officer can be present. Resources will be available in case any kids are upset after the presentation. It will need to be a well thought out process.
- Per Jordan, a drop box could be installed so students could submit concerns. If you see something put it in the box.
  - Per the schools, all have an anonymous drop box already.
- Per schools, counselors are trained to look for signs.
- Alicia stated that there is a fine line to over pushing a message. Per Fudge, we should use elementary school language.
- Let Alicia know if there are messages that we need to put out.

**NEXT MEETING: October 10, 2019, from 11:30 a.m. – 1:00 p.m. at PDPHE, Conference Room C**