

# CHILD ABUSE TRAINING AND COORDINATION COUNCIL

Oklahoma State Department of Health  
1000 NE 10<sup>th</sup>, Room 507  
Oklahoma City, Oklahoma  
2:00 – 4:00

Meeting Minutes  
August 5, 2009

## Members

Larry Birney (CLEET) [A]  
Candace Blalock (Judiciary) [P]  
Gwen Downing (ODMHSA) [A]  
Eric Eissenstat (OBA) [A]  
Jerry Fry (PARB) [A]  
Brenda Gentry (ATFCAN) [P]  
Donna Glandon (OJA) [P]  
A.J. Griffin (OAYS) [P]  
Tracy Haney (OICWA) [A]  
Kenny Holloway – Deborah Romine (ODOS) [D]  
Nena Newman (OKDHS) [P]

Sarah Passmore (SAOPOP) [A]  
Ramona Paul – Karyn Hutchens (ODOE) [D]  
Barbara Smith (OSDH) [P]  
Marcia Smith – Jackie Steyn (OCADVSA) [D]  
Sherri Snyder (CAC) [P]  
Steve Wells (SCNASW) [P]  
Mary Womack (OSDH) [P]  
Vacant (CASA) [A]  
Vacant (DAC) [A]  
Vacant (SAP) [A]  
Vacant (SMAANA) [A]

[P] Present [D] Designee [A] Absent

**STAFF:** Patricia Damron [P] Lisa Slater [P] Shelagh Hadden [P]

**GUESTS:** Dr. Don S. Udell

### I. Call to Order – Chair, Donna Glandon

The meeting was called to order at 2:05 with introduction for guest and quorum was met.

### II. Review and Approval of Board Minutes from June 3, 2009 – Chair, Donna Glandon

A motion was made by Candace Blalock and seconded by Steve Wells to accept the June 3, 2009 minutes. Candace Blalock, Brenda Gentry, Donna Glandon, AJ Griffin, Nena Newman, Karyn Hutchens for Ramona Paul, Barbara Smith, Jackie Steyn for Marcia Smith, Sherri Snyder and Steve Wells voted in favor. Gwen Downing and Deborah Romine for Kenny Holloway Abstained. The motion passed.

### III. Public Comment

There was no public comment.

### IV. Review and Possible Action on Junell Kirkes Award – Chair

There were six nominations. After careful consideration and review the council decided to vote.

A motion was made by Sherri Snyder and seconded by Steve Wells to accept Veda Wright as the recipient of this year's Junell Kirkes award. Candace Blalock, Gwen Downing, Brenda Gentry, Donna Glandon, AJ Griffin, Deborah Romine for Kenny Holloway, Nena Newman, Karyn Hutchens for Ramona Paul, Barbara Smith, Jackie Steyn for Marcia Smith, Sherri Snyder and Steve Wells voted in favor. The motion passed.

### V. Review and Possible Action Regarding Annual Team Review – Steve Wells

Steve started with a Thank You to the reviewers; Gwen Downing, Brenda Gentry, Jackie Steyn, Barbara Smith and Mary Womack. Steve met with Gwen to answer some question and final review some pending teams. He submitted a report with his findings on passing teams and problem teams that would need more review. The review team will be meeting again next week to discuss more pending teams.

A motion was made by Steve Wells and seconded by Candace Blalock to accept this list submitted from the AdHoc committee as; Haskell, Love, Oklahoma County Child Protection Team, Pittsburg and Texas/Cimarron/Beaver teams as functioning. Candace Blalock, Gwen Downing, Brenda Gentry, Donna Glandon, AJ Griffin, Deborah Romine for Kenny Holloway, Nena Newman, Karyn Hutchens for Ramona Paul, Barbara Smith, Jackie Steyn for Marcia Smith, Sherri Snyder and Steve Wells voted in favor. The motion passed.

A motion was made by Steve Wells and seconded by Donna Glandon to accept this list submitted from the AdHoc committee as; Bryan, Cherokee, Coal, Creek, Grady, Latimer and Pushmataha teams as functioning with a letter to each with recommendation to strengthen. Candace Blalock, Gwen Downing, Brenda Gentry, Donna Glandon, AJ Griffin, Deborah Romine for Kenny Holloway, Nena Newman, Karyn Hutchens for Ramona Paul, Barbara Smith, Jackie Steyn for Marcia Smith, Sherri Snyder and Steve Wells voted in favor. The motion passed.

A motion was made by Brenda Gentry and seconded by Barbara Smith to accept this list submitted from the AdHoc committee as; Garvin and Murray team's non-functioning. Candace Blalock, Gwen Downing, Brenda Gentry, Donna Glandon, AJ Griffin, Deborah Romine for Kenny Holloway, Nena Newman, Karyn Hutchens for Ramona Paul, Barbara Smith, Jackie Steyn for Marcia Smith, Sherri Snyder and Steve Wells voted in favor. The motion passed.

A motion was made by Candace Blalock and seconded by Donna Glandon to accept this list submitted from the AdHoc committee as; Logan and McIntosh team's pending till September for further review. Candace Blalock, Gwen Downing, Brenda Gentry, Donna Glandon, AJ Griffin, Deborah Romine for Kenny Holloway, Nena Newman, Karyn Hutchens for Ramona Paul, Barbara Smith, Jackie Steyn for Marcia Smith, Sherri Snyder and Steve Wells voted in favor. The motion passed.

A motion was made by Donna Glandon and seconded by Brenda Gentry to accept this list submitted from the AdHoc committee as; Adair, Atoka, Beckham/Roger Mills, Blaine, Comanche, Craig, Custer/Washita, Johnston, Marshall, Mayes, McClain, McCurtain and Wagoner team's a pending for more clarify status. Candace Blalock, Gwen Downing, Brenda Gentry, Donna Glandon, AJ Griffin, Deborah Romine for Kenny Holloway, Nena Newman, Karyn Hutchens for Ramona Paul, Barbara Smith, Jackie Steyn for Marcia Smith, Sherri Snyder and Steve Wells voted in favor. The motion passed.

**VI. Review and Possible Action on the Establishment of Subcommittee to Review Annual Team Review Process – Pat Damron**

It was reported that as the Annual Team Review Process brought many question of updates and potential changes that needed to be addressed over the next year. A team was established to review the complete Annual Team Review Process. These were the volunteers to help Jacki Steyn, Brenda Gentry, Barbara Smith, Gwen Downing and Steve Wells.

**VII. Review and Possible Action Regarding Letter from the Domestic Violence Fatal Review Team – Pat Damron**

The Domestic Violence Fatal Review Board submitted a letter to the Child Abuse Training and Coordination Council for consideration to develop a process through the MDT/CACs for the forensic interview of a child who has witnessed the death of parent in a Domestic Violence homicide. There was also discussion of a Domestic Violence professional being represented on the MDT core team. There was discussion of procedures to refer child for interview and how to implement with local law enforcement across the state. Training with law enforcement would be needed. Don Udell, informed the Council that a lot of the rural law enforcement departments are man by reserve officer and presently there training is not mandate for those officers.

**VIII. Activity Report – Pat Damron**

Pat reported that there were bids out and some had come back and were being set up for the New Year. Shelagh has set up registration on line for the upcoming trainings.

Old Concept & New ideas: A Crash Course in the New Title 10A, to be held on August 13 at Francis Tuttle, North Rockwell Campus, Oklahoma City

It Takes a Team to Protect a Child, with Michael Johnson to be held on September 10 & 11 at Francis Tuttle, North Rockwell Campus, Oklahoma City

**IX. Old Business – Council**

There was no old business discussed.

**X. New Business**

There was no new business discussed.

**XI. Announcements**

Sherri announced that the video system would be up and running by the end of the year. There would be many opportunities to utilize this equipment was it was completely installed.

**XII. Adjourn**

The meeting adjourned at 3:32. Next meeting will be September 2, in room 507 from 2-4.