

**Joint Meeting of the Oklahoma Child Death Review Board
and
The Domestic Violence Fatality Review Board
MINUTES
January 17, 2014
9:17 AM – 11:44 AM**

CDRB MEMBERS PRESENT: Melanie Johnson for Jay Scott Brown, Brandi Woods-Littlejohn for Sheryll Brown, Carolyn Parks for Terry Cline, Andi Grosvald-Hamilton and Steve Tanner for Stan Florence, Debra Knecht for Ed Lake, Eric Pfeifer, Alicia Lincoln for Edd Rhoades, Alma Santiago, Susan Schmidt, David Riehl for Lisa Smith, Gail Stricklin, John Stuemky (CAME), Amy Baum for John Stuemky (CPC), Jon Trzcinski, Teresa Capps for Terri White, and Donna Glandon for T. Keith Wilson.

DVFRB MEMBERS PRESENT: Mike Booth, Shelly Collins, Karen Frensley, Donna Glandon, Beth Green, Debra Knecht, Martina Jelley, Lesley March, Karen Mueller, Eric Pfeifer, Janet Wilson (left at 10:40am), Brandi Woods-Littlejohn

STAFF: Nicole Chasteen, Lisa Rhoades, and Jackie Steyn

I. Call to Order-Oklahoma Child Death Review Board

Amy Baum called the meeting to order at 9:17 am. Introductions were made in lieu of roll call. A quorum was present.

II. Call to Order-Oklahoma Domestic Violence Fatality Review Board

Brandi Woods-Littlejohn called the meeting to order at 9:17 am. Introductions were made in lieu of roll call. A quorum was present.

III. Public Comment

There was no public comment.

IV. Review and Approval of the Minutes from the July 19, 2013 Joint Meeting

(DVFRB) Beth Green made a motion at 9:22 am to approve the July 19, 2013 joint meeting minutes of the Domestic Violence Fatality Review Board and the Child Death Review Board. Motion seconded by Donna Glandon.

Mike Booth	Abstain
Shelly Collins	Yes
Karen Frensley	Yes
Donna Glandon	Yes
Beth Green	Yes
Debra Knecht	Abstain
Martina Jelley	Yes
Eric Pfeifer	Abstain
Lesley March	Yes
Karen Mueller	Abstain
Janet Wilson	Yes
Brandi Woods-Littlejohn	Yes

Motion passed

(CDRB) Andi Grosvald-Hamilton made a motion at 9:23 am to approve the July 19, 2013 joint meeting minutes of the Domestic Violence Fatality Review Board and the Child Death Review Board. Motion seconded by Carolyn Parks.

Melanie Johnson	Abstain
Brandi Woods-Littlejohn	Yes
Carolyn Parks	Yes
Alicia Lincoln	Abstain
Andi Grosvald-Hamilton	Yes
Debi Knecht	Abstain
Dr. Eric Pfeifer	Abstain
Alma Santiago	Yes
Susan Schmidt	Yes
David Riehl	Abstain
Gail Stricklin	Yes
Dr. John Stuemky	Abstain
Amy Baum	Yes
Jon Trzcinski	Yes
Teresa Capps	Abstain
Donna Glandon	Yes

Motion passed

V. Review and Approval of 2014 Regular Meeting Schedule (DVFRB)

Beth Green made a motion at 9:24 am approve the proposed schedule for the 2014 meetings of the DVFRB. Lesley March seconded the motion.

Mike Booth	Yes
Shelly Collins	Yes
Karen Frensley	Yes
Donna Glandon	Yes
Beth Green	Yes
Debra Knecht	Yes
Martina Jelley	Yes
Eric Pfeifer	Yes
Lesley March	Yes
Karen Mueller	Yes
Janet Wilson	Yes
Brandi Woods-Littlejohn	Yes

Motion passed

VI. Proposed Executive Session to Discuss Cases (pursuant to 25 O.S. sec. 307 (C)(8))

(DVFRB) Beth Green made a motion at 9:25 am to move into Executive Session. Shelly Collins seconded the motion.

Mike Booth	Yes
Shelly Collins	Yes
Karen Frensley	Yes
Donna Glandon	Yes
Beth Green	Yes
Debra Knecht	Yes
Martina Jelley	Yes
Eric Pfeifer	Yes
Lesley March	Yes
Karen Mueller	Yes
Janet Wilson	Yes
Brandi Woods-Littlejohn	Yes

Motion passed

(CDRB) Carolyn Parks made a motion at 9:26 am to move into Executive Session. Gail Stricklin seconded the motion.

Melanie Johnson	Yes
Brandi Woods-Littlejohn	Yes
Carolyn Parks	Yes
Alicia Lincoln	Yes
Andi Grosvald-Hamilton	Yes
Debi Knecht	Yes
Dr. Eric Pfeifer	Yes
Alma Santiago	Yes
Susan Schmidt	Yes
David Riehl	Yes
Gail Stricklin	Yes
Dr. John Stuemky	Yes
Amy Baum	Yes
Jon Trzcinski	Yes
Teresa Capps	Yes
Donna Glandon	Yes

Motion passed

Staff of both Boards was present for Executive Session.

VII. Return from Executive Session

(DVFRB) Beth Green made a motion at 11:35 am to move out of Executive Session and into Open Session. Shelly Collins seconded the motion.

(CDRB) John Stuemky made a motion at 11:35 am to move out of Executive Session and into Open Session. Gail Stricklin seconded the motion.

Melanie Johnson	Yes
Brandi Woods-Littlejohn	Yes
Carolyn Parks	Yes
Alicia Lincoln	Yes
Steve Tanner	Yes
Debi Knecht	Yes
Dr. Eric Pfeifer	Yes
Susan Schmidt	Yes
David Riehl	Yes
Gail Stricklin	Yes
Dr. John Stuemky	Yes
Amy Baum	Yes
Jon Trzcinski	Yes
Teresa Capps	Yes
Donna Glandon	Yes

Motion passed

VIII. Action Items from Executive Session

(DVFRB) Beth Green made a motion at 11:36 am to close case # 120054. Shelly Collins seconded the motion.

Mike Booth	Yes
Shelly Collins	Yes
Karen Frensley	Yes
Donna Glandon	Yes
Beth Green	Yes
Debra Knecht	Yes
Martina Jelley	Yes
Eric Pfeifer	Yes
Lesley March	Yes
Karen Mueller	Yes
Janet Wilson	Absent
Brandi Woods-Littlejohn	Yes

Motion passed

(CDRB) Dr. Stuemky made a motion at 11:36 am to close case # 12-B-37-03-2014-00002. Gail Stricklin seconded the motion.

Melanie Johnson	Yes
Brandi Woods-Littlejohn	Yes
Carolyn Parks	Yes
Alicia Lincoln	Yes
Steve Tanner	Yes
Debi Knecht	Yes
Dr. Eric Pfeifer	Yes
Susan Schmidt	Yes
David Riehl	Yes
Gail Stricklin	Yes
Dr. John Stuemky	Yes
Amy Baum	Yes
Jon Trzcinski	Yes
Teresa Capps	Yes
Donna Glandon	Yes

Motion passed

(DVFRB) Beth Green made a motion at 11:40 am regarding case # 120031 to recommend that a reminder be sent to OKDHS field workers that if it is discovered during the course of their investigation that a crime has been committed or if a worker suspects that a crime occurred, then the worker needs to refer it to law enforcement for investigation, per OKDHS policy. Donna Glandon seconded the motion.

Mike Booth	Yes
Shelly Collins	Yes
Karen Frensley	Yes
Donna Glandon	Yes
Beth Green	Yes
Debra Knecht	Abstain
Martina Jelley	Yes
Eric Pfeifer	Yes
Lesley March	Yes
Karen Mueller	Yes
Janet Wilson	Absent
Brandi Woods-Littlejohn	Yes

Motion passed

(CDRB) Carolyn Parks made a motion at 11:41 am regarding case # 12-B-37-03-2014-00001 to recommend that a reminder be sent to OKDHS field workers that if it is discovered during the course of their investigation that a crime has been committed or if a worker suspects that a crime occurred, then the worker needs to refer that information to local law enforcement for investigation, per OKDHS policy. Donna Glandon seconded the motion.

Melanie Johnson	Yes
Brandi Woods-Littlejohn	Yes
Carolyn Parks	Yes
Alicia Lincoln	Yes
Steve Tanner	Yes
Debi Knecht	Abstain
Dr. Eric Pfeifer	Yes
Susan Schmidt	Yes
David Riehl	Yes
Gail Stricklin	Yes
Amy Baum	Yes
Jon Trzcinski	Yes
Teresa Capps	Yes
Donna Glandon	Yes

Motion passed

IX. New Business

Gail Stricklin reminded members of the upcoming legislative session. Representative Pam Peterson has authored a bill to provide for emergency hearings upon verified application of a party in juvenile court cases. Currently, there is no provision in the law for emergency hearings in juvenile cases.

X. Adjournment

(DVFRB) Donna Glandon made a motion to adjourn at 11:44 am. Beth Green seconded the motion.

(CDRB) Donna Glandon made a motion to adjourn at 11:44 am. Susan Schmidt seconded the motion.