

**Joint Meeting of the Oklahoma Child Death Review Board
and
The Domestic Violence Fatality Review Board
MINUTES
July 18, 2014
9:13 AM – 11:57 AM**

CDRB MEMBERS PRESENT: Tina Johnson for Kristy Bradley, Jay Scott Brown, Brandi Woods-Littlejohn for Sheryll Brown, Lori Puckett for Susan Caswell, Carolyn Parks for Terry Cline, Charles Mackey and Andi Grosvald-Hamilton for Stan Florence, Kenneth Goodwin for Nico Gomez, Angela Henderson, Kristie Anderson for Ed Lake, Joyce Marshall, Eric Pfeifer, Jennifer Hardin for Lisa Smith, Gail Stricklin, Amy Baum for John Stuemky (CPC), and Jon Trzcinski,

DVFRB MEMBERS PRESENT: Mike Booth, Shelly Collins, Karen Frensley, Beth Green, Kristie Anderson, Jennifer McLaughlin, Lesley March, Karen Mueller, Eric Pfeifer, Janet Wilson (arrived at 9:50am), Mike Warren, 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 9:13am. 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 9:13am. 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 January 17, 2014 Joint Meeting

(DVFRB) Beth Green made a motion at 9:15am to approve the January 17, 2014 joint meeting minutes of the Domestic Violence Fatality Review Board and the Child Death Review Board. Motion seconded by Lesley March.

Mike Booth	Yes
Shelly Collins	Yes
Karen Frensley	Yes
Beth Green	Yes
Kristie Anderson	Yes
Jennifer McLaughlin	Abstain
Eric Pfeifer	Yes
Lesley March	Yes
Karen Mueller	Yes
Mike Warren	Yes
Brandi Woods-Littlejohn	Yes

Motion passed

(CDRB) Carolyn Parks made a motion at 9:15 am to approve the January 17, 2014 joint meeting minutes of the Domestic Violence Fatality Review Board and the Child Death Review Board. Motion seconded by Andi Grosvald-Hamilton.

Jay Scott Brown	Yes
Brandi Woods-Littlejohn	Yes
Carolyn Parks	Yes
Andi Grosvald-Hamilton	Yes
Kenneth Goodwin	Yes
Angela Henderson	Abstain
Kristie Anderson	Yes
Joyce Marshall	Abstain
Dr. Eric Pfeifer	Yes
Jennifer Hardin	Yes
Gail Stricklin	Yes
Amy Baum	Yes
Jon Trzcinski	Yes

Motion passed

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

(DVFRB) Jennifer McLaughlin made a motion at 9:16am to move into Executive Session. Beth Green seconded the motion.

Mike Booth	Yes
Shelly Collins	Yes
Karen Frensley	Yes
Beth Green	Yes
Kristie Anderson	Yes
Jennifer McLaughlin	Yes
Eric Pfeifer	Yes
Lesley March	Yes
Karen Mueller	Yes
Mike Warren	Yes
Brandi Woods-Littlejohn	Yes

Motion passed

(CDRB) Gail Stricklin made a motion at 9:17am to move into Executive Session. Carolyn Parks seconded the motion.

Jay Scott Brown	Yes
Brandi Woods-Littlejohn	Yes
Lori Puckett	Yes
Carolyn Parks	Yes
Andi Grosvald-Hamilton	Yes
Kenneth Goodwin	Yes
Angela Henderson	Yes
Kristie Anderson	Yes
Joyce Marshall	Yes
Dr. Eric Pfeifer	Yes
Jennifer Hardin	Yes
Gail Stricklin	Yes
Amy Baum	Yes
Jon Trzcinski	Yes

Motion passed

Staff of both Boards was present for Executive Session.

VI. Return from Executive Session

(DVFRB) The Board came out of executive session at 11:37am

(CDRB) Gail Stricklin made a motion at 11:36am to move out of Executive Session and into Open Session. Jon Trzcinski seconded the motion.

Tina Johnson	Yes
Jay Scott Brown	Yes
Brandi Woods-Littlejohn	Yes
Lori Puckett	Yes
Carolyn Parks	Yes
Andi Grosvald-Hamilton	Yes
Kenneth Goodwin	Yes
Angela Henderson	Yes
Kristie Anderson	Yes
Joyce Marshall	Yes
Dr. Eric Pfeifer	Yes
Jennifer Hardin	Yes
Gail Stricklin	Yes
Amy Baum	Yes
Jon Trzcinski	Yes

Motion passed

VII. Action Items from Executive Session

(DVFRB) Beth Green made a motion at 11:40am 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. Jennifer McLaughlin seconded the motion.

Mike Booth	Yes
Shelly Collins	Yes
Karen Frensley	Yes
Beth Green	Yes
Kristie Anderson	Yes
Jennifer McLaughlin	Yes
Eric Pfeifer	Yes
Lesley March	Yes
Karen Mueller	Yes
Mike Warren	Yes
Janet Wilson	Yes
Brandi Woods-Littlejohn	Yes

Motion passed

(CDRB) Andi Grosvald-Hamilton made a motion at 11:41am regarding case # 12-B-37-03-2014-00001 to send a letter to OKDHS requesting and administrative review of the December 2012 referral/investigation which would include out of state child welfare history, appropriate interview techniques, and recommend widespread implementation of referrals to law enforcement on any criminal matters, per policy. Carolyn Parks seconded the motion.

Tina Johnson	Yes
Jay Scott Brown	Yes
Brandi Woods-Littlejohn	Yes
Lori Puckett	Yes
Carolyn Parks	Yes
Andi Grosvald-Hamilton	Yes
Kenneth Goodwin	Yes
Angela Henderson	Yes
Kristie Anderson	Yes
Joyce Marshall	Yes
Dr. Eric Pfeifer	Yes
Jennifer Hardin	Yes
Gail Stricklin	Yes
Amy Baum	Yes
Jon Trzcinski	Yes

Motion passed

IX. New Business

Jay Scott Brown informed the Board that his car washing company, Shawnee Suds, partnered with a local Shelter Insurance agent and created a Safe Kids Club in Shawnee. The Safe Kids Club will provide the community with educational safety and prevention information via promotions held by their businesses. He showed the Board a ‘Got Kid?’ sun visor for the car’s windshield, which was created to not only promote their business, but to also serve as a concrete reminder to never leave a child in a car, especially in the warmer months. It is a tangible example of how the private sector can advertise and promote with a purpose.

Amy Baum advised the Boards that the Children’s Protection Committee will cease to exist if no funding is allocated to them. As of July 1st, CPC will no longer consult on out-of-county cases. Due to current fiduciary restraints, the hospital cannot continue to fund CPC without reimbursement or compensation.

X. Adjournment

(DVFRB) Beth Green made a motion to adjourn at 11:57am. Shelly Collins seconded the motion.

(CDRB) Gail Stricklin made a motion to adjourn at 11:57am. Carolyn Parks seconded the motion.