

**WINNEBAGO COUNTY CHILD DEATH REVIEW TEAM**  
**Meeting Minutes**  
**November 17, 2015**

**PRESENT:** Erin Roberts (Winnebago County Health Dept); Belinda DeGoey (Winnebago County Health Department); Kimberly Maki (Winnebago County Coroner Office); Barry Busby (Winnebago County Coroner); Meggie Struve (Winnebago County District Attorney Office); Shelley Donner (Gold Cross Ambulance); Vicki Schultz (Menasha Health Dept); Cheryl Brehmer (Winnebago County Coroner Office); John Holland (Oshkosh City Fire Department); Michael Altekruze (Neenah School District); Wendy Schwalbe (Parent Connection); Jayne Tebon (Winnebago County Health Department) and Chou Xiong (Winnebago County Human Services).

**GUESTS:** Ashlee Scott (UW-Oshkosh Student Nurse); Naomi Roberts (UW-Oshkosh Student Nurse); Allison Fritz (UW-Oshkosh Student Nurse); Britney Feuerhammer (UW-Oshkosh Student Nurse); Miranda Voss (UW-Oshkosh Student Nurse); Casey Schoenberger (UW-Oshkosh Student Nurse); and Tiffani Driessen (UW-Oshkosh Student Nurse).

**MEETING CALLED TO ORDER:** 12:15 pm by Wendy Schwalbe.

**INTRODUCTIONS:** Team members introduced themselves.

**APPROVAL OF OCTOBER 20 2015 MINUTES:** Motion by Barry Busby to approve minutes. Second by John Holland. Motion carried with no opposition.

**MOTION FOR CLOSED SESSION:** Motion by John Holland to move the meeting into closed session. Second by Barry Busby. Motion carried with no opposition.

**MOTION TO RECONVENE TO OPEN SESSION:** Motion by Barry Busby to reconvene to open session. Second by John Holland. Motion carried with no opposition.

**FOLLOW UP:** John Holland will contact Otter Street Fishing Club to find out if there is posting of safety information on the landing where vehicles drive onto the ice during the winter ice fishing season.

**NEXT MEETING:** Tuesday January 19, 2016 at 12:15 at the Winnebago County Administration Building 4<sup>th</sup> Floor Conference Room. There will not be a meeting in December.

**ADJOURNMENT:** Meeting adjourned at 1:05 pm.

Respectfully submitted by:  
Belinda DeGoey RN, Winnebago County Health Department