

WINNEBAGO COUNTY CHILD DEATH REVIEW TEAM  
Meeting Minutes  
March 21, 2017

**PRESENT:** Erin Roberts (Winnebago County Health Department); Cheryl Brehmer (Winnebago County Coroner Office); Linda Palmbach (Menasha Health Department); Belinda DeGoey (Winnebago County Health Department); Shelley Donner (Gold Cross Ambulance); Kristin Mahoney (Neenah Joint School District); Susan Szabo (Affinity Medical Group Pediatrics); Jayne Tebon (Winnebago County Health Department); Natalie Gehringer (Childrens Hospital of WI – Fox Valley); Patrick E Pedersen (Neenah Police Department); and Wendy Schwalbe (Parent Connection, Family Services).

**GUESTS:** Sue Xiong (Neenah High School) and Cindy Draws (Winnebago County Health Department).

**MEETING CALLED TO ORDER:** 12:20 pm by Belinda DeGoey.

**INTRODUCTIONS:** Team members introduced themselves.

**APPROVAL OF FEBRUARY 21 2017 MINUTES:** Motion by Jayne Tebon to approve minutes. Second by Cheryl Brehmer. Motion carried with no opposition.

**MOTION FOR CLOSED SESSION:** Motion by Shelley Donner to move the meeting into closed session. Second by Jayne Tebon. Motion carried with no opposition.

**MOTION TO RECONVENE TO OPEN SESSION:** Motion by Susan Szabo to reconvene to open session. Second by Wendy Schwalbe. Motion carried with no opposition.

**FOLLOW UP:** Belinda will review WCHD procedures when a referred client refuses services or is not able to be contacted.

**NEXT MEETING:** Tuesday April 18, 2017 at the Winnebago County Administration Building 4<sup>th</sup> Floor Conference Room.

**ADJOURNMENT:** Meeting adjourned at 1:40 pm.

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