

WINNEBAGO COUNTY CHILD DEATH REVIEW TEAM  
Meeting Minutes  
June 20, 2017

**PRESENT:** Erin Roberts (Winnebago County Health Department); Linda Palmbach (Menasha Health Department); Belinda DeGoey (Winnebago County Health Department); Susan Szabo (Affinity Medical Group Pediatrics); Jayne Tebon (Winnebago County Health Department); Kelly Hinz (Parent Connection, Family Services); Barry Busby (Winnebago County Coroner); Kimberly Maki (Winnebago County Coroner Office); Kathi Hegranes (TheDACare Regional Medical Center – Neenah); Debbie Peters (Community For Hope); Teresa Paulus (Winnebago County Health Department); Kari Pettit (Oshkosh Police Department); Shelley Donner (Gold Cross Ambulance); Dwayne De La Pena (Winnebago County Human Services); and Chou Xiong (Winnebago County Human Services).

**GUEST:** Emily Terlap (Winnebago County Health Department Intern)

**MEETING CALLED TO ORDER:** 12:20 pm by Teresa Paulus.

**INTRODUCTIONS:** Team members introduced themselves.

**APPROVAL OF MAY 16 2017 MINUTES:** Motion by Barry Busby to approve minutes. Second by Shelley Donner. Motion carried with no opposition.

**MOTION FOR CLOSED SESSION:** Motion by Debbie Peters to move the meeting into closed session. Second by Chou Xiong. Motion carried with no opposition.

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

**RECOMMENDATIONS AND FOLLOW UP:**

A sub-group will form including Debbie Peters, Jennifer Parsons and Teresa Paulus to relook at recommendations at the school level for memorializing students. Will organize a list of suggestions schools can give out to families interested in memorializing their student in appropriate ways. Debbie Peters will take the lead on this team.

Jayne Tebon brought CDRT recommendations to Safe Kids Fox Valley to provide outreach messaging to encourage use of helmets for all ride on type equipment and to all who ride including adults. Safe Kids Fox Valley can provide Brandon's Champion Identifier Tags to put identifying information inside of child's helmet in case of an accident. Oshkosh Police Department has Safety City this week and members coordinated getting some of the tags for helmets.

Teresa Paulus will be meeting with the grief counselor at Affinity VNA next week to coordinate research on after care resources thru local funeral homes.

Teresa Paulus is working on updating the Grief Guide and will email the draft out to members to comment. Will discuss distribution of the brochure at the next meeting.

Chou Xiong is involved with a community coalition in Winnebago and Outagamie Counties to decrease barriers to families receiving prevention services. Kelly Hinz and Belinda DeGoey are interested in getting involved with the coalition.

Barry Busby spoke with a news reporter recently to provide articles on a variety of different prevention efforts some of which members may be interested in contributing to. Barry will keep the team updated if this happens.

**NEXT MEETING:** Tuesday July 18, 2017 at the Winnebago County Sheriff Office Rick Meyer Community Room.

**ADJOURNMENT:** Meeting adjourned at 1:15 pm.

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