

WINNEBAGO COUNTY CHILD DEATH REVIEW TEAM  
Meeting Minutes  
July 19, 2016

**PRESENT:** Erin Roberts (Winnebago County Health Dept); Jayne Tebon (Winnebago County Health Department); Kim Maki (Winnebago County Coroner Office); Vicki Schultz (Menasha Health Dept); Teresa Paulus (Winnebago County Health Department); Kathi Hegrans (Thedacare Regional Medical Center-Neenah); Mike Altekruise (Neenah School District); Jack Theyerl (Winnebago County Sheriff Office); Belinda DeGoey (Winnebago County Health Department); Sue Szabo (Affinity Medical Group); Wendy Schwalbe (Parent Connection); Stephanie Flannigan (Winnebago County DA Office); and Chou Xiong (Winnebago County Department of Human Services).

**GUESTS:** Elizabeth Funk (UW-Oshkosh Student Nurse).

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

**INTRODUCTIONS:** Team members introduced themselves.

**RE-APPROVAL OF APRIL 19 2016 MINUTES:** Motion by Wendy Schwalbe to approve minutes. Second by Sue Szabo. Motion carried with no opposition.

**APPROVAL OF JUNE 21 2016 MINUTES:** Motion by Kim Maki to approve minutes. Second by Jack Theyerl. Motion carried with no opposition.

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

**MOTION TO RECONVENE TO OPEN SESSION:** Motion by Sue Szabo to reconvene to open session. Second by Stephanie Flannigan. Motion carried with no opposition.

**FOLLOW UP ON RECOMMENDATIONS:**

Belinda reviewed her meeting with Aurora Medical Center on grief resources made available to the ER department. The Grief Guide brochure was provided for distribution at the ER. Gundersen Lutheran has grief resources available on their Resolve Through Sharing website: [www.gundersenhealth.org/resolve-through-sharing](http://www.gundersenhealth.org/resolve-through-sharing)

Oshkosh Community Foundation has a grant to assist families to pay for funeral expenses.

Kathi Hegrans reviewed her findings about education provided to other caregivers in the hospital on safe sleep. If the grandparents or father are present at the hospital, they are involved in the education but are not educated if are not present. The group discussed general population outreach on safe sleep in the community, at doctor visits, home visits, and parenting

classes. Outagamie County Child Death Review Team Prevention Group is planning safe sleep outreach efforts. Kathi will share the efforts with this team to promote the safe sleep message.

**NEXT MEETING:** Tuesday August 16, 2016 at 12:15 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