

**MINUTES**  
*of the*  
**Executive Committee to Review the Death of Children Meeting**  
*held on*

**November 15, 2023**

*via teleconference*

Microsoft Teams

[Meeting Link](#)

Call-in (audio only): +1 775-321-6111, Extension: 64886010#

**1. Call to Order**

Melinda Rhoades called the meeting to order at 10:02 AM.

**2. Introductions, Roll Call, Establish Quorum**

- Executive Committee members present:
  - Kathie McKenna, Pioneer Territory CASA
  - Tami Conn, proxy for Vickie S. Ives, DPBH-MCH
  - Christine Eckles, Washoe County JJ
  - Jennifer Spencer, Office of AG
  - Desiree Mattice, Department of Public Safety
  - Melinda Rhoades, SAFY
  - Misty Vaughan Allen, DPBH – Suicide Prevention
  - Sheri McPartlin, CCSD
  - Megan Soracco, DCFS
  - Kandee Mortenson, DCFS
  - Pete Rubio, DCFS
  - Amanda Haboush-Deloye, Prevent Child Abuse NV
  - Cody Phinney, DPBH
  - Jill Marano, Clark County DFS
  - Jorge Montano, Safe Kids
  - Denise Tyre, Washoe County HAS
  - Sgt. Laura Conklin, Reno Law Enforcement
  - Debbie Charlton, proxy for Nikki Mead, Office of Vital Records
  - Michelle Sandoval, DPBH – Rural Clinics
  - Kaitlynn Rodriguez, DCFS
  - Clayden Porter, DCFS
  - Rhonda Sinclair, DCFS
- Executive Committee members absent:
  - Brian Shoaf, Elko County Sheriff's Office
  - Cindy Pitlock, DCFS
  - Marla McDade Williams, HHS Director's Office
  - Amber Howell, Clark County HAS

- Staff and guests:
  - Dawn Davidson, NICRP
  - Orjola Merkaj, NICRP
  - April Stahl, DCFS
  - Dylan Nall, DCFS
  - Jimesian Sanders, DCFS
  - Elyse Monroy-Marsala, Belz & Case
  - Lea Case, Belz & Case
  - Beverly Brown, DCFS
  - Richard Eagan, Office of Suicide Prevention

April Stahl was introduced as the new child fatality specialist.

### **3. Public Comment and Discussion.**

Melinda Rhoades stated that to provide public comment, please unmute your microphone before speaking, or you can call into this meeting by using the number 775-321-6111, with passcode number 648 860 10#.

Lea Case informed the Executive Committee that SB167 was passed in the 2023 legislative session. SB167 was related to a recommendation that came out of the Executive Committee related to children not being prohibited from accessing prescribed medication.

### **4. For Possible Action: Approval of meeting minutes from June 7, 2023 & August 16, 2023.**

Melinda Rhoades asked the Executive Committee if they had any corrections or discussions regarding the meeting minutes from June 7, 2023 and August 16, 2023. No comments were made.

MOTION: Made by Laura Conklin, seconded by Pete Rubio to approve the meeting minutes from June 7, 2023.

UNANIMOUS VOTE; MOTIONED CARRIED.

MOTION: Made by Sheri McPartlin, seconded by Kathie McKenna to approve the meeting minutes from August 16, 2023.

UNANIMOUS VOTE; MOTIONED CARRIED.

### **5. For Possible Action: Discuss, approve, and vote on nominations for the co-chair vacancy.**

- Consideration, discussion, and possible action to nominate and vote on the co-chair vacancy.

Melinda Rhoades asked the Executive Committee if there were any nominations for the co-chair vacancy. Laura Conklin nominated Denise Tyre. Denise Tyre accepted the nomination.

MOTION: Misty Allen, seconded by Laura Conklin to elect Denise Tyre for the co-chair vacancy.

UNANIMOUS VOTE; MOTIONED CARRIED.

ABSTENTIONS: Denise Tyre

**6. For Possible Action: Discuss response letter(s) & next steps for the below recommendations.**

- 2021 Quarter 2
  - Washoe CDR's recommendation for fentanyl becoming a part of standard hospital drug testing panels.
- 2021 Quarter 4
  - Washoe CDR's recommendation that a Public Service Announcement and community education be developed regarding minors operating ATVs.
- 2022 Quarter 4
  - Carson City's CDR recommendation for community education opportunities regarding safe sleep environments.
- 2022 Quarter 4
  - Clark CDR's recommendation regarding hot tub safety for hot tubs manufactured prior to 2007.

Beverly Brown began the discussion about the 2021 Quarter 2 Washoe CDR recommendation. Beverly displayed the last recommendation letter which was sent to the Division of Public and Behavioral Health (DPBH), along with their response letter to the Executive Committee. She asked the team if anyone wanted to discuss the recommendation and response letters. Cody Phinney stated that she could answer questions regarding DPBH's response. Denise Tyre stated that there has been a positive response from hospitals taking the initiative to implement this recommendation. Denise asked if the team wanted to move forward with something similar regarding Tyler's Law or if the team was satisfied with the progress that had been made. Sheri McPartlin recommended that the Executive Committee focus on the entire state of Nevada rather than an individual county. Denise Tyre suggested that the Executive Committee examine how many hospitals have utilized this change. She suggested that the committee determine which hospitals have voluntarily included fentanyl in their drug testing panels, specifying whether they are hospitals that serve children. Beverly asked Cody Phinney if DPBH could contact hospitals and ask for this information. Cody Phinney stated that contacting the Nevada Hospital Association would be the next step and she will provide the contact information to Beverly Brown. Kathie McKenna stated that getting contact information from the Nevada Rural Hospital Association would be best. Cody stated that she would also send contact information for the Nevada Rural Hospital Association.

MOTION: Kandee Mortenson, seconded by Laura Conklin to contact the Nevada Hospital Association and the Nevada Rural Hospital Association to determine which hospitals are currently testing for fentanyl.

UNANIMOUS VOTE; MOTIONED CARRIED.

Next, Beverly Brown began discussing the 2021 Quarter 4 Washoe CDR recommendation. Beverly displayed the letter sent to the Nevada Offroad Association. Next, Beverly displayed the response letter from the Nevada Offroad Association. Jorge Montano thanked the team for the support letter and indicated that progress had been made within the Off-Highway Vehicle (OHV) community. Over Halloween weekend, he stated that his team went to Sand Mountain, a gathering place in northern Nevada for OHV enthusiasts and their families, and distributed 150 OHV helmets to children. He stated that a survey was conducted at Sand Mountain. This asked people where they were from, their experiences on OHV's and if they would support a law requiring children to ride helmets while riding on OHVs. He stated that 88% of people would support the law requiring children to wear helmets. He asked if the Executive Committee would consider supporting this initiative and move it up to legislation. Beverly asked the committee if they wanted to close this recommendation or if the team would like to take any further action regarding OHVs. Jorge stated that he would like to amend this initiative to change ATVs to OHVs. He also wants to seek legislative change requiring minors to wear helmets while operating OHVs. He stated that he would like the Executive Committee to develop a secondary support letter on legislative changes to children wearing helmets while riding OHVs, not only ATVs. Richard Egan suggested legislation limited to ATVs because it might be easier to pass. Jorge stated that he would like to recommend that the EC reach out to the Nevada Offroad Association specialists and see the best legislative approach the team should take. Melinda Rhoades asked if there was further discussion or comments. No discussion or comments were made.

MOTION: Sheri McPartlin, seconded by Kandee Mortenson, to approve the next steps of sending a letter to the Nevada Offroad Association expressing support for helmet laws and inquiring about the next steps, including whether proposed legislation should reference OHVs or ATVs.

UNANIMOUS VOTE; MOTIONED CARRIED.

Next, April Stahl began discussing the 2022 Quarter 4 Carson City's recommendation. She stated that she met with Baby's Bounty. They currently have recorded training videos regarding safe sleep on their website for new and young parents. She stated that it was a well-informed video. April mentioned that she also came across a video from Washoe County that Denise Tyre and local law enforcement participated in. She stated that the video was well thought-out. Denise Tyre stated that there are two training videos her team produced. One was regarding unsafe sleep environments and the other was suicide prevention. Denise stated that the video not only engages families, but also first responders. She mentioned that the video regarding suicide prevention was created to give a clinical perspective on why parents should be initiating the conversation regarding suicide instead of their children learning about it through social media or other means that might be glorifying the topic. The video encourages parents, first responders, or other professionals to have those conversations with families. She stated that she is happy to include the videos on the next agenda or if anyone would like the link, she is willing to send it out. Meagan Soracco stated that if Denise can send an email to the Executive Committee with

the video links attached, then the committee members will be willing to send them off to local agencies. Beverly Brown stated that she could forward the email to the committee. Dawn Davidson asked if anyone from Carson City was on the call so they could share these videos with shelters and community members. Meagan Soracco stated she is from Carson City DCFS and will share the videos with local agencies. She stated that these videos should be shared across Nevada, not just in Carson City.

MOTION: Sheri McPartlin, seconded by Misty Allen to close this recommendation and move forward with distributing the videos.

UNANIMOUS VOTE; MOTIONED CARRIED.

Next, Dawn Davidson began discussing the 2022 Quarter 4 Clark CDR recommendation. She stated that at the August meeting, the Executive Committee voted on reaching out to the Southern Nevada Child Drowning Prevention coalition to see if they would be interested in collaborating with the committee on this recommendation. A representative from the coalition was able to be tracked down. Dawn stated that she shared the recommendation with them and they responded with background information, resources, and laws that other states follow. Dawn stated that she could invite them to the February CDR Executive Committee meeting or meet with them with Beverly and others. She asked the team how they wanted to move forward. Sheri McPartlin stated that she thinks it would be a good idea for them to attend the next Executive Committee meeting on February 14, 2024.

MOTION: Sheri McPartlin, seconded by Kathie McKenna to approve the next steps of inviting a representative from the Southern Nevada Child Drowning Prevention Coalition to the CDR Executive Committee meeting held on February 14, 2024.

UNANIMOUS VOTE; MOTIONED CARRIED.

**7. For Information Only: Review and discuss the 2023 Quarter 3 summaries of regional CDR team statistics. There are no recommendations in Quarter 3.**

- The Rural Regions did not have any case reviews for Quarter 3. Clark and Washoe's review reports are included as supporting materials.

Melinda Rhoades stated that there were no recommendations during Quarter 3. She asked if anyone had any discussions or questions. There were no discussions or questions made.

**8. For Possible Action: To establish a subcommittee for the yearly Citizen's Review Panel (CRP) recommendations.**

- Consideration, discussion, and possible action to establish a subcommittee for the yearly Citizen's Review Panel (CRP) recommendations. These recommendations will be based on topics discussed/trends seen over the past year.

Beverly Brown stated that the mission of the Citizen's Review Panel is to improve Child Protective Services at the state and local levels. At the end of the year, the panels are responsible for developing a report about their activities. She stated that she would want the Executive Committee to take an active role in creating their recommendations. She stated that she would provide the CRP report for everyone to review. Beverly stated that she would like to establish a subcommittee to develop recommendations. Kathie McKenna stated that this is a great idea. Beverly stated that there needs to be a vote to establish a subcommittee. Denise Tyre asked if there had been prior recommendations. Beverly stated that there were previous recommendations and that she could share several. Melinda Rhoades, Amanda Haboush-Deloye, Laura Conklin, Denise Tyre, Kathie McKenna, Jorge Montano, and Sheri McPartlin volunteered to be part of the subcommittee.

MOTION: Denise Tyre, seconded by Sheri McPartlin to establish a subcommittee.

UNANIMOUS VOTE; MOTIONED CARRIED.

**9. For Information Only: To review the current Child Death Review Funding.**

- Review and discuss the current budget and projections for the next fiscal year (SFY 2025).

Beverly Brown stated that she received information from the fiscal department. She stated that for SFY 2024, the revenue being projected is \$137,000. In SFY 2023, the account brought in \$181,000. This is a 24% decrease in fees projected to be collected this year. She stated that the end cash will be around \$216,000 for SFY 2025. This is an early projection and a more accurate projection will be available towards the end of January 2024. Elyse Monroy-Marsala asked what fees are funding the committee. Dawn Davidson stated that for every death certificate that is purchased, a dollar of that goes towards the Executive Committee. Denise Tyre noted that when the money is decreasing, the team has spent the money appropriately towards prevention.

**10. For Possible Action: Review application for State Fiscal Year (SFY) 2025 Child Death Review Funding.**

- Consideration, discussion, and possible action to revise the Notice of Funding Opportunity Application (NOFO Application).

Beverly Brown stated the committee would need to review and vote on the changes made to next year's funding opportunity application. She displayed a summary of revisions made to the application and reviewed them with the team. She wants to release the Notice of Funding Opportunity in February instead of March 2024. This gives the committee an extra month to receive applications. She stated that the new application would require recipients to provide quarterly progress reports to DCFS. Also, the revised application asks that organizations provide up to three examples of their successes, and identify existing or proposed collaborations for their project. Applicants are also asked to provide letters of support. Sheri McPartlin stated that having a set scoring rubric would be helpful. Beverly stated that there will be a scoring rubric for next year. Beverly asked if anyone would like to go over the revisions or if the team can move on. Kathie McKenna stated that the revisions are good to go.

MOTION: Sheri McPartlin, seconded by Laura Conklin to approve the revisions to the Notice of Funding Opportunity Application.

UNANIMOUS VOTE; MOTIONED CARRIED.

## **11. For Possible Action: Review and Approve 2024 Meeting Dates.**

- To discuss and approve 2024 meeting dates.
  - February 14, 2024, May 15, 2024, August 14, 2024, and November 13, 2024.

Melinda Rhoades stated that the 2024 meeting dates will be the following: February 14, 2024, May 15, 2024, August 14, 2024, and November 13, 2024. Melinda asked if anyone had any questions regarding the meeting dates. There was no discussion or questions.

MOTION: Denise Tyre, seconded by Misty Allen to approve the proposed dates for the 2024 Executive Committee meetings.

UNANIMOUS VOTE; MOTIONED CARRIED.

## **12. For Information Only: Final Public Comment and Discussion**

Melinda Rhoades stated that to provide public comment, please unmute your microphone before speaking, or you can call into this meeting by using the number 775-321-6111, with passcode number 648 860 10#. There was no public comment and/or discussion.

## **13. Adjournment**

The meeting was adjourned at 11:22 AM.