



Meeting date September 10, 2020 | time 1:30-4 | Meeting location Zoom

Type of meeting	Executive Committee	Attendees: Deb Samaha, Vicki Blanchard, Ann Landry, Rhonda Siegel, Sai Cherala, Joe Ribsam, Jennie Duval, Marc Clement, and Jessica Bates
Facilitator	Deb Samaha and Marc Clement	
Note taker	Jessica Bates	

AGENDA TOPICS

Deb Samaha called meeting to session. Deb then read the State of Emergency declaration. Jessica Bates took roll call. We then went into non-public session. Vicki Blanchard and Ann Landry made the motion and vote was taken of those present. All agreed with the motion.

Time allotted | 30 minutes | Agenda topic Case Selection for October Meeting |

This part of the meeting was done in non-public session.

Time allotted | 20 minutes | Agenda topic Annual Report Brief | Presenter Co-Chairs and Sai Cherala

This part of the meeting was done in non-public session.

Time allotted | 30 minutes | Agenda topic Previous Recommendations | Presenter Deb Samaha

This part of the meeting was done in non-public session.

Meeting is put back into public session

Time allotted | 15 minutes | Agenda topic New Member Orientation PowerPoint | Presenter Co-Chairs

This PowerPoint would contain history and expectations of the committee. This PowerPoint would be uploaded on the Child Fatality Review Committee webpage when completed. Co-Chairs will still follow up with phone calls for any new members.

Time allotted | 15 minutes | Agenda topic Grief Packets for Parents/Guardians and for Members | Presenter Co-Chairs

The Executive Committee agreed that resources addressing vicarious trauma and self-care should be supplied to members. The Co-Chairs will work on putting one together.

There was a discussion about what resources are given to families when a child dies unexpectedly in NH. It seems there are several agencies such as DCYF, and the Medical Examiner's Office that provide resources. In the past a staff person from DHHS/ Maternal Child Health called all families after a SUID death and Medical Examiner's Office reached out to Sudden Death in Youth families. A "Grief Packet" exists at DHHS. We discussed exploring this process in more depth and determine if it is helpful to families. At this time, we do not have the staffing capacity or funding to send out grief packets to all families that lose a child in the state of NH. We did identify that the Medical Examiner's Office created several links to resources and posted them on the Attorney General's web site last year. For the time being we will put links on the Child Fatality Review Committee webpage sharing these resources.

Time allotted | 15 minutes | Agenda topic New Members/ Alternates | Presenter Co-Chairs

We will have new members joining the full committee in October. Joi Smith and a Representative from a Home Visiting agency (still finalizing this).

We are still waiting to get alternates from half of the committee members.

Time allotted | 10 minutes | Agenda topic Member Training Webinars/Training Meetings | Presenter Co-Chairs

The Executive Committee agreed that trainings should be recommended, but not mandatory. These trainings should be of relevant to the committee's roles, responsibilities and inform future efforts.

Time allotted | 5 minutes | Agenda topic Upcoming meeting with the Co-Chairs and Commissioner | Presenter Co-Chairs

Ann Landry will reach out again to Commissioner Shibinette's administrative assistant. Meeting will probably not happen much before October.