



Meeting date | time 3/21/2023 1:30 PM | Meeting location Fire Academy, Concord

Type of meeting	Review of Cases- Full Committee Meeting	Attendees:, Jessica Bates, Marc Clement, Evan Nadeau, Susan Ashley, Robyn Guarino, Lisa Fontaine-Storez, Kris Hering, Jo Porter, Adam Fanjoy, Cassandra Sanchez, Melinda Tupaj, Skip Berrien, Wendy Gladstone, , David Parenteau, Francis McLaughlin, Walter Trachim, Melinda Tupaj, Joe Ribsam, Rebecca Ross, Catrina Watson, Joi Smith, Angie Raymond Leduc, Dianne Chase, Jennie Duval, Erica Tenney
Facilitator	Marc Clement and Jo Porter	
Note taker	Jessica Bates	

AGENDA TOPICS

Time allotted | 10 minutes | Agenda topic Welcome and Roll Call |

Please see the attached newsletter from the Child Fatality National Center. This was a direct result of Abby Collier's visit to NH in January. This newsletter is shared with all states that participate with the National Center. This letter was shared with committee members at the meeting.

Time allotted | 20 minutes | Agenda topic: Recommendation Workgroup | Presenter Jo Porter and Lisa Fontaine-Storez

Lisa and Jo presented the idea of creating a recommendation workgroup. The workgroup will focus on developing a Process for Recommendations – including collecting input from the CFRC committee at the end of each Review & then formatting recommendations with actionable activities. Develop a System for following through with recommendations. Assist in shaping recommendations for the CFRC Annual Report.

When the sign-in sheet was passed around members had the opportunity to express interest in joining this workgroup. The first meeting is scheduled for March 28 at 9:30 and will be held virtually.

At 2:03 pm, the meeting was put into non-public session. Statement read by Kris Hering. Seconded by Melinda Tupaj. Vote 21 yes, 0 no.

“I move to enter into non-public session for the purposes of, including but not limited to, discussing matters pertaining to a fatality review during which it is anticipated that information and issues will be discussed which would likely adversely affect the reputation of persons. Further, it is anticipated that there will be discussions about, including but not limited to, documents pertaining to internal personnel practices, confidential information, personnel, medical and other files and information whose disclosure would constitute an invasion of privacy all pursuant to RSA-91-A:3, II © and RSA 91-A:5, IV”

Time allotted | 2 hours | Agenda topic: Case Reviews: Fire Related Deaths | Presenter Various Members

This portion of the meeting is non-public and the records are sealed.

Meeting has put back into public session at 3:56 pm.

"I move to seal the minutes of the non-public session because the disclosure of those minutes would likely adversely affect the reputation of persons and there was a discussion about, including but not limited to, documents pertaining to internal personnel practices, confidential information, personnel, medical, and any other files and information whose disclosure would constitute an invasion of privacy"

"The minutes are now sealed"

Statement read by Kris Hering. Seconded by Melinda Tupaj. Vote 21 yes, 0 no.

Meeting open to other business, but there was none.

New Hampshire Incorporates Education to Enhance Case Reviews and Prevention

New Hampshire's Child Fatality Review Committee (CFRC), housed in the Division of Public Health Services, operates at the state level. Their team includes medical, law enforcement, judicial, education, and legal representatives, as well as team members from public health, mental health services, and child protection. There are times when a local agency staff member familiar with a child death will attend the case review to provide additional information. **Commonly, the CFRC will open with an educational component for the team that includes information that can support them in more effective fatality reviews or enhanced prevention recommendations.**

In their recent meeting in January where they reviewed fire related deaths, the first half hour of the CFRC meeting was conducted as a public session prior to moving into non-public session for child death reviews. The public session consisted of a half hour education opportunity from the state Fire Marshal's Office's Public Education Team. They gave a presentation on fire risk, fire safety and public safety messaging, and highlighted educational efforts and content being performed across the state of New Hampshire. This provided the CFRC with an understanding of what programs are currently being offered in communities and schools and how the public is currently educated about fire safety. They then conducted the reviews in non-public session using the National Center's guidance on effective reviews of fire and burns.

Providing educational opportunities to fatality review teams, especially from key public health and public safety partners, is a strategy to ensure more thorough case reviews and more effective recommendations. It is also a way to ensure that the team is abreast of the most recent developments in a quickly-changing landscape.

Fatality review teams may consider reaching out to member or ad hoc member partners to identify what information would be most valuable to teams conducting reviews and crafting recommendations. Thank you to New Hampshire's CFRC for continuing to learn and illustrating a simple way to increase effectiveness.