

WINNEBAGO COUNTY CHILD DEATH REVIEW TEAM  
Meeting Minutes  
February 24, 2014

**PRESENT:** Belinda DeGoey (Winnebago County Health Dept); Teresa Paulus (Winnebago County Health Dept); Erin Roberts (Winnebago County Health Dept); Jenni Kunding (Fox Cities Victim Crisis Response); Mary Wiatrowski (Winnebago County Human Services); Vicki Schultz (Menasha Health Department); Amanda Nash (Winnebago County DA office); Barry Busby (Winnebago County Coroner); Kimberly Maki (Winnebago County Coroner Office); Chris Shea (Winnebago County Coroner Office); Jayne Tebon (Winnebago County Health Dept); Sarah Bassing-Sutton (Samaritan Counseling); Karen Nash (Childrens Health Alliance of WI); Stacey Davis (Oshkosh West High School); Michael Weinberger (Town of Menasha Police Dept); Jason Feucht (Town of Menasha Police Dept.) and Christopher Brandt (Town of Menasha Police Dept.).

**GUESTS:** Andrea Fischer (Marian University Nursing Student); Hannah Neuman (UW-Oshkosh Nursing Student); Rachel Plantz (Marian University Nursing Student); Kayla Walls (UW-Oshkosh Nursing Student) and Renee Weber (UW-Oshkosh Nursing Student).

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

**INTRODUCTIONS:** Team members introduced themselves.

**APPROVAL OF JANUARY 27 2014 MINUTES:** Motion by Barry Busby to approve minutes. Second by Karen Nash. Motion carried with no opposition.

**IMPORTANCE OF DATA COLLECTION:** Teresa reported on the importance of data collection and completing the data collection tool prior to coming to the child death review team meetings. Please review the data collection tool and complete for the meetings. It will be e-mailed with the notification of the upcoming meetings. Please hand in data collection tool to Erin Roberts who is the data input person.

**MOTION FOR CLOSED SESSION:** Motion by Mary Wiatrowski to move the meeting into closed session. Second by Sarah Bassing-Sutton. Motion carried with no opposition.

**MOTION TO RECONVENE TO OPEN SESSION:** Motion by Jayne Tebon to reconvene to open session. Second by Karen Nash. Motion carried with no opposition.

**NEXT MEETING:** Monday March 24, 2014.

**ADJOURNMENT:** Meeting adjourned at 1:25 pm.

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