

**Office of the Chief Medical Examiner  
Richmond, Virginia**

**Meeting of the State Child Fatality Review Team  
May 10, 2013**

**Minutes**

**Members Present:**

**Barry, Wayne**, Virginia Department of Education  
**Cardounel, Humberto**, Henrico County Police  
**Connal, Betty**, SIDS Mid-Atlantic  
**Coyle, Betty Wade**, Prevent Child Abuse Virginia  
**DiAngelo, Constance**, Office of the Chief Medical Examiner  
**Foster, Robin**, Virginia College of Emergency Physicians  
**Gormley, William**, Chief Medical Examiner  
**Hunter, Katharine**, Virginia Department of Behavioral Health and Developmental Services  
**Katzman, Rita L.**, Virginia Department of Social Services  
**Milteer, Regina**, Virginia Pediatric Society  
**Romero, Frank**, Richmond Ambulance Authority  
**Sonenklar, Neil**, Virginia Treatment Center for Children  
**Wilson, Mary**, Virginia Department of Criminal Justice Services

**Members Absent:**

**Board, Heather**, Virginia Department of Health  
**Casteel, Tom**, Virginia Department of Social Services  
**DeLuca, Steven**, Hanover County Emergency Medical Services  
**Moline, Kathleen**, Virginia Department of Health  
**Rainey, Janet**, Division of Vital Records  
**Rhodes, Jennifer**, Medical Society of Virginia  
**Ziglar, Joan** Commonwealth's Attorney, City of Martinsville

**Staff:**

**Powell, Virginia**, Office of the Chief Medical Examiner  
**Womble, Emily**, Office of the Chief Medical Examiner

Emily Womble called the meeting to order at 10:10 a.m. and went over the agenda for the meeting.

**Announcements and Business:**

Minutes from the March 8, 2013 meeting were approved as written.

Team members welcomed Dr. William Gormley, Acting Chief Medical Examiner, and new chair of the Team.

Katharine Hunter informed the Team that May is Children's Mental Health Awareness Month. The Virginia Department of Behavioral Health and Developmental Services has a toolkit and calendar of

events being held across the state on their website, <http://www.dbhds.virginia.gov/ChildrensMentalHealthAwarenessMonth.htm>.

Rita Katzman discussed the review of the Richmond City Department of Social Services. Separate reviews were performed by the city of Richmond's Office of Inspector General, the Virginia Department of Social Services and the Child Welfare League of America. The city auditor's report is complete and has been released to the city's audit committee. Reports from VDSS and the Child Welfare League are not yet complete. Betty Wade Coyle requested that all reports from this review be shared with directors of local departments of social services. Team members discussed CPS authority to conduct criminal background checks on the families with whom children will be placed after removal.

Mary Wilson discussed the conference for regional child fatality review teams, which was held April 30-May 2. Ms. Wilson thanked Dr. Gormley for opening the conference and Team members who attended and participated in the mock review. Ms. Wilson is not yet finished going through the conference evaluations, though feedback received thus far has been positive.

### **Child Protective Services Update**

Rita Katzman provided an update on the regional child fatality review teams. The teams reviewed 81 cases from FY2011. Regional teams have completed their first year of review and have submitted their reports. Ms. Katzman provided each team's reports of findings and their recommendations, as well as the initiatives that will be taken on by the Virginia Department of Social Services. Ms. Katzman thanked state Team members for serving on these regional teams.

Betty Connal provided the Team with updated brochures from the National Institute of Child Health and Human Development (NICHD) and their Safe to Sleep campaign, which is revised from the previous Back to Sleep campaign. The brochures are free and additional free materials and information is available from their website, [www.sidscenter.org](http://www.sidscenter.org). She also provided information on Text4Baby and is available to assist anyone who wishes to learn more about the program.

Ms. Katzman provided information on the FY2012 cases the regional teams will be reviewing.

### **Confidential Case Review**

The Team went into confidential session for purposes of recommendations and case review. The Team reviewed five cases where an infant died from Sudden Infant Death Syndrome or Sudden Undetermined Infant Death. Unsafe sleep arrangements were a factor in many of these deaths. Case review for SIDS/SUID review is now complete.

### **Discussion of Recommendations Process for SIDS/SUID Review**

Dr. Virginia Powell discussed the recommendations phase and what Team members should expect as their duties change during the transition from case review to developing recommendations.

Emily Womble will provide Team members with summaries of all cases reviewed and a record of recommendations made throughout the review. Ms. Womble will provide a statistical summary of findings at the July meeting.

Betty Wade Coyle encouraged the Team view the regional teams as partners in this process.

### **Planning for Next Review**

Team members discussed parameters for choosing cases for review. The Team also provided recommendations for membership and training on the topic of poisoning.

The next Team meeting is scheduled for Tuesday, **July 9, 2013**.

The meeting adjourned at 2:41 p.m.

*Minutes recorded by Emily Womble.*