

**Alabama Child Death Review System  
State Team Conference Call Meeting Minutes  
Montgomery, AL  
July 18, 2013**

**State Team Members Present:**

Sue Ash (Proxy-Nancy Buckner)  
Aretha Bracy (Proxy-Representative Jim McClendon)  
Richard Burleson (Proxy-Dr. Don Williamson)  
Revered Joseph Godfrey  
Marian Loftin  
Kathy Monroe, M.D.  
Gina South  
Debra Williams, M.D.  
Jerry Williams  
Ernest Wood, M.D.

**Guests/Staff Present:**

Folashade Ayanwale  
Bob Hinds  
Brad Kendricks  
Melissa McNeal  
Julie Nightengale  
Theresa Wilson

**Call to Order**

On July 18, 2013, at approximately 1:00 PM at the Alabama Department of Public Health Conference Room in Montgomery, the Alabama Child Death Review System (ACDRS) State Team meeting via conference call was called to order by Richard Burleson.

**Welcome of Members and Guests**

Mr. Burleson welcomed everyone and introductions were made by those in attendance.

**Old Business**

**Approval of Past Minutes**

The minutes for the April 18, 2013 and January 17, 2013 meetings could not be approved because a quorum was not present.

**State Team Membership Update**

Mr. Burleson reported that the Governor had made two private citizens reappointments for Christy Mehaffey and Dr. William King. Current vacancies include a health professional with expertise in child abuse and neglect, and a representative from the Chiefs of Police, Sheriff's and Coroner's Associations.

## **Operational Update**

- Mr. Burleson reported that efforts would be made to reactivate the inactive local review teams with a specific emphasis on those teams that have not used the online reporting system. With these efforts, Mr. Burleson anticipates an increase in the case completion rate.
- Final edits are being made to the Report for Completed 2008-2009 Data. An electronic copy will be sent to team members when complete and a physical copy will be available at the October meeting.
- Budget plans are underway for the next fiscal year and staffing changes are expected. The CDR program expects level funding and a complete report will be made at the October meeting.
- Mr. Burleson presented specific de-identified cases eligible for local review regarding children left in vehicles and died from heat exposure as well as a pickup truck accident transporting nine passengers with several fatalities at the scene.
- Aretha Bracy reported on the Case Status Report and Team Performance for 2008, 2009, 2010, and 2011. The case completion rate for 2008 is 87%, 2009 is 78%, 2010 is 54%, and 2011 is 10%.
- Mr. Burleson reported that local review coordinators will be invited to the October meeting to present on the structure and review process of their team and prevention recommendations.

## **Next Meeting**

The next and final meeting for the year is October 17, 2013, at 1:00 PM at the usual meeting facility, AIDT.

## **Open Discussion**

There were no topics presented for open discussion.

## **Adjourn**

There being no further items on the agenda and no further discussion requested, without objection, the meeting was adjourned.