



## **Citizen Review Panel Meeting Minutes Tuesday February 7, 2023**

### **PANEL MEMBERS:**

Hal Iverson – Chairman - Present  
Carol Julius – Co-Chair - Present  
Stephanie Phillips – Panel Member - Present  
Kari Hatcher – Panel Member - Present  
Stephanie Morgan – Panel Member - Present  
Angie Martinez Panel Member - Present

### **OTHER:**

Tim Barrass – DHW Liaison - Present  
Jenny Easley – CASA Liaison – Via Teams  
Jo Dollinger – SWDH Liaison - Present

### **CALL THE MEETING TO ORDER**

Chairperson Hal Iverson called the meeting to order at 8:35

### **REQUEST FOR ADDITIONAL AGENDA ITEMS; APPROVAL OF AGENDA**

No additional items agenda items or changes to the agenda as presented. Chairman Hal Iverson made a motion to approve the agenda. Vice-Chair Carol Julius seconded the motion.

### **APPROVAL OF MEETING MINUTES - 12/6/22 & 1/3/2023**

Panel members reviewed the meeting minutes from meetings held December 16, 2022 and January 3, 2023.

**MOTION:** Stephanie Phillips made a motion to approve the December 16, 2022 and January 3, 2023 Citizen's Review Panel meeting minutes as presented. Carol Julius seconded the motion. All in favor; motion passed.

### **INTRODUCTION OF NEW CRP MEMBERS**

Chairman Hal Iverson introduced the new CRP members.

### **REVIEW NEW APPLICATIONS**

The panel reviewed two new panel applications. Both applicants will be a good fit. Will wait a month or two to move forward with background checks in hopes that someone with a law enforcement background applies.

**MOTION:** Carol Julius made a motion to wait before making a decision. Stephanie Phillips seconded the motion. All in favor; motion passed.

### **ITEMS TO REVIEW**

The latest revision of the evaluation form was reviewed.

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**MOTION:** Carol Julius made a motion to approve the evaluation form. Chairman Hal Iverson seconded the motion. All in favor; motion passed.

### **PANEL MEMBERS IN-KIND HOURS AND CASE NUMBERS**

There was a total of 17 cases reviewed and 24.7 in-kind hours logged for January.

### **ACTION ITEMS**

- Jo Dollinger will contact Katrena Cornell regarding E-Cabinet training and getting login information to the new panel members.
- Will plan on sitting time aside at the next meeting for going over E-Cabinet and showing the new panel members what to look for when reviewing cases.
- Tim Barrass will send a link to the Child Protection Statutes to panel members.
- Chairman Hal Iverson and Jo Dollinger will have a conversation regarding sending a survey to panel members regarding meeting days and times.

### **EXECUTIVE SESSION**

At 10:50 am Chairman Hal Iverson made the motion to go into Executive Session. The motion was seconded by Carol Julius.

At 11:35 am Chairman Hal Iverson made the motion to go out of Executive Session. Carol Julius seconded the motion.

Respectfully submitted:

Approved as written:

A handwritten signature in black ink, appearing to read "Hal E. Iverson", is written over a horizontal line.

Jo Dollinger

Hal Iverson

Date: 3/10/23

Citizens Review Panel Liaison

Chairman

Next meeting: **March 7, 2023 @ 2:30 pm**

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