



**Citizen's Review Panel Meeting Minutes
Thursday March 7, 2024**

PANEL MEMBERS:

Stephanie Morgan – Chairperson – Absent
Karee Curry – Co-Chair – Present
Kari Hatcher – Panel Member – Absent
Angie Martinez – Panel Member - Present
John Baldazo – Panel Member – Present
Lori Rainboth – Panel Member – Absent

OTHER:

Marinda Squibb – DHW Liaison – Virtual
Jo Dollinger – SWDH Liaison – Present
Guest Speaker – Katrena Cornell

CALL THE MEETING TO ORDER

Co-Chair Karee Curry called the meeting to order at 9:00

REQUEST FOR ADDITIONAL AGENDA ITEMS; APPROVAL OF AGENDA – 3/7/2024

Panel members reviewed the agenda.

MOTION: John Baldazo made a motion to approve the agenda for March 7, 2024, with additional items to add. Angie Martinez seconded the motion. All in favor; the motion passed unanimously.

APPROVAL OF MEETING MINUTES – 2/1/2024

Panel members reviewed the meeting minutes from the meeting held February 1, 2024.

MOTION: John Baldazo made a motion to approve the February 1, 2024, Citizen's Review Panel meeting minutes as presented. Angie Martinez seconded the motion. All in favor; motion passed.

GUEST SPEAKER – Katrena Cornell

Katrena Cornell works for Idaho Department of Health and Welfare, in the Division of Family and Community Services. She is a training specialist and a systems expert on the CRP portal. Katrena explained that the system was updated in 2019. If cases being reviewed are older, they may be missing data or have the wrong dates on the forms. Cases uploaded after 2020 will be more accurate. Katrena suggested if the panel is having issues accessing documents, they should contact Marinda Squibb. If the system isn't functioning properly, they should contact the state CRP group. Co-Chair Karee Curry asked the panel to send issues to her and Chairperson Stephanie Morgan, and they will forward the information to Marinda or Katrena. The panel should include what is missing and what is needed when requesting more information. Katrena explained that case notes do not go into ECabinet but the panel can submit a public records request. Comprehensive safety assessments and medical records should be in ECabinet if screened. If the panel sees a case that was screened out, it means there was not enough information for an assessment.

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If the panel feels they need more training for if there are new panel members, we can reach out to Jake Silva, the training manager. Marinda Squibb said she would contact other districts to see what and where they are getting their information.

OTHER TOPICS:

New CRP Recruitment - Co-Chair Karee Curry informed the panel that Kari Hatcher has submitted her resignation from the Citizen’s Review Panel. The panel now has two open positions. Jo Dollinger let the panel know that she asked Molly Smith to ask the MRC’s (Medical Reserve Corps) if any of them are interested. Co-Chair Karee Curry stated that she knows of someone that would be a good member. John Baldazo said he may know a few people also.

Training - Co-Chair Karee Curry reminded the panel that there will be a Zoom training session, Child Protection 101 on Monday, March 11, 2024, at 5:30 pm, if anyone is interested in attending.

Meeting Dates and Times – Due to some changes in the panel’s schedule, there was a discussion on whether a different date or time would work better for the CRP meetings. CO-Chair Karee Curry will send out an email asking each panel member what would work best for them.

PANEL MEMBERS IN-KIND HOURS AND CASE NUMBERS REVIEW - Panel members reported their in-kind hours and number of cases reviewed and noted.

EXECUTIVE SESSION: IN ACCORDANCE WITH IDAHO CODE SECTION 74-206(d)

At 10:15 John Baldazo made a motion to go into executive session. Angie Martinez seconded the motion.

At 11:30 John Baldazo made the motion to leave the Executive Session. Co-Chair Karee Curry seconded the motion. All in favor; motion passed. Meeting adjourned.

Jo Dollinger

Stephanie Morgain

Karee Curry

co-chair

Date:

4/4/24

Karee Curry

Citizens Review Panel Liaison

Chairperson

Next meeting: **April 4, 2024 @ 9:00 am**

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