

**Citizen Review Panel Meeting Minutes**  
**Friday, May 16, 2025**

**Attendance**

<b>Panel Members</b>	<b>Guests</b>
Karee Curry – Chairperson Lori Rainboth	Michelle Schildhauer Jeannie Strohmeyer Samuel Montarez – Virtual Miranda Squibb – Virtual Kari Palmer – Virtual Robin Zavala – Virtual

**Meeting Called to Order**

Motion to start the meeting - Lori Rainboth at 9:03am

Motion Seconded – Karee Curry

**Approval of 4/18/25 Minutes**

Motion to approve minutes – Lori Rainboth

Motion Seconded – Karee Curry

**Announcement**

Karee Curry will be stepping down from the panel at the end of June as variance was denied.

**Housekeeping Items**

Karee Curry attended the D1 and D4 CRP meetings and made suggestions the panel could adopt.

- D4
  - In their bylaws they don't have to approve their agenda by vote.
  - They have a laminated flyer that says when they are in executive session to prevent getting interrupted.
- D1
  - Every meeting they schedule a guest speaker
  - Discussed opportunities for their members to attend different conferences.
  - Chair KJ teaching a trauma stewardess class
  - District 1 has provided resources and templates (can be found in the CRP Teams files)
  - They track volunteer hours to see the community's involvement.
  - They changed how frequently they will be doing quarterly reports, now only doing them twice a year.
  - They are revamping their quarterly reports system and will provide us with the new template when completed.

Reviewed and updated the quarterly report, it will be finished during the June meeting.

## Upcoming Trainings

Safety in Resilience – First week in June

Domestic Violence Simulation – June 6<sup>th</sup> in person at the admin building across from the courthouse (free)

## Action Items

- Karee to contact KJ to teach trauma stewardess class
- Discuss if future meetings should be recorded
- A log to track meeting attendants
- Discuss having a CRP email for panel members
- Discuss panel leadership
- Work with Mirinda for next meeting to get new members training in ecabinet (training will be during the meeting)

## Next Meeting to-do

- Q2 Report
- Update contact list
- Files cleaned up on the zip drive
- Training guide, new panel member handbook

## In-Kind Hours and Cases May

<i>Panel Member</i>	<i>In-Kind Hours</i>	<i>Case Reviews</i>
<i>Lori Rainboth</i>	18	3
<i>Karee Curry</i>	16	

## Executive session – 11:30am

Motion to begin session – Karee Curry

Motion seconded – Lori Rainboth

**Next Meeting** - Friday, June 13, 2025