



Southeastern Idaho Public Health

Citizen Review Panel

Public Health District #6

Meeting Minutes

January 11, 2023

Members present: Bob Thomas Erika Coles
 Holly Llewellyn
 Melanie Durfee

SIPH Facilitator: Effie Jones

IDHW Facilitator: Brian Plowman and Shawn Sharp

Meeting was called to order at 9:05 a.m.

Minutes

Minutes for November 9, 2022 meeting were sent prior to meeting for review by members. Due to the cancellation of meeting in December there were no meeting minutes for that month. Holly Llewellyn made motion to accept meeting minutes as presented. Melanie Durfee second the motion. All in favor; motion passes.

Announcements/Updates /Training Moment

Training moment was tabled to the January 2023 meeting.

ACTION ITEM **Melanie Durfee to facilitate the training moment for February meeting.

Holly Llewellyn had questions on reviewing cases- what documents to look at when there is multiple children within the family since each child has a case number, opening and seeing the same document over & over. Any tips?

Bob suggested to look at the birthdates and find the youngest sibling and go through those documents. Melanie follow the youngest kid case. Most important for her to read: Orders from court, Case Plans, case notes from guardian ad litem, Case worker progress reports (filed before court dates).

Brian Plowman introduced Shawn Sharp (Region 7 chief) as interim H&W liaison for Region 6 to cover Brian's role due to his retirement in March.

Executive Session

Pursuant to IC 74-206, motion to move into Executive Session made by Melanie Durfee; seconded by Holly Llewellyn; all in favor, motion passes to move into Executive Session at 9:24 am.

- Six cases were reviewed by panel members. Issues identified: (4) neglect and physical abuse, substance use by parent/s or child tested positive, parents with diagnosed mental health issues, identified tribal status, (2) multiple reports filed prior to removal of child. *Note:* cases review time is approximately 3 hours spent for each case reviewed. Brian Plowman will contact members on new case review assignments for February meeting.

Motion made to move out of Executive Session made by Holly Llewellyn; Seconded by Melanie Durfee. All in favor; motion passed. Moved out of Executive Session at 9:57 a.m.

Bob reminded the members that there is classes for foster parents. The training program is called FIRST.

Effie reported one other applicant that she is trying to connect through email and phone. The volunteer position and application is still being promoted through the SIPH web page.

Meeting Dates

The next scheduled meeting will be on February 8, 2022 at 9 a.m. January 11, 2023 meeting adjourned at 10:03 a.m.