

# Chisago County Citizen Review Panel Meeting Minutes

April 2, 2024, 12:00-2:00 PM

Present:

- Chisago County: Todd, Christina, and Karlene
- State: Laura Gapske
- Community panel members: Karen, Nancy, Carol, Lisa, Wendy, and Deb

**I. Welcome and introductions**

- Introductions
- Recap last meeting minutes

**II. Recruitment and Appointment Process Update**

- All members have been appointed. Congratulations!

MEMBER NAME	DATE OF APPT.	DATE OF EXP.
Karen Kennedy	3/18/2024	3/18/2027
Nancy Grossmann	3/18/2024	3/18/2027
Carol Schumann	3/18/2024	3/18/2027
Deb Kerschner	3/18/2024	3/18/2027
Peter Grund	3/18/2024	3/18/2028
Lisa Ryning	3/18/2024	3/18/2028
Wendy Zitzloff	3/18/2024	3/18/2028

**III. Reconsideration and Child Mortality Review**

- Todd confirmed there are no pending reconsiderations or mortality/near mortality reviews scheduled.
- Chisago held one reconsideration review in February. The finding was upheld by the reconsideration committee.

**IV. 2024 Project: MDT Policies and Procedures Review**

- Presentation by Marcia Milliken, Minnesota Children’s Alliance
  - Multi-disciplinary Teams and Child Advocacy Centers information. Marcia shared the work the Minnesota Children’s Alliance offers MDT’s in developing protocols, specialized trainings, role and responsibilities clarification.
  - Child Advocacy Centers-Cassie from NorthStar Family Advocacy Center at next meeting for presentation on the services offered.
  - MDT Policies and Procedures development trainings offering with support from the panel is being offered to the Chisago County MDT team. Todd and Karlene will bring it to their next MDT meeting and let us know if there is interest.
- Review/Overview of Chisago County MDT policies and procedures for child protection investigative team; there is currently no policy or procedures in place. The MDT members sign an MOU agreement.

- The county is very invested in an ethic project currently taking significant resources and staff time. Potential exploration of case review and forensic interview peer review infrastructure to meet best practices and recommendations potentially coming from DHS/Children’s Justice Act Task Force.
- The Chisago County MDT is working on a brochure to provide to parent/guardians for children or youth coming in for forensic interview at the new HHS interview space.
- Please feel free to contact Marcia Milliken with any additional questions at [marcia@minnesotachildrensalliance.org](mailto:marcia@minnesotachildrensalliance.org)
- The panel is interested in offering financial support to the Chisago MDT to pay for MDT development or policies/procedure/guideline development.

**V. April National Child Abuse Prevention Month**

a. Distribution of parenting support materials for child abuse prevention month;

i. Deb; Human Trafficking brochure

1. There are many resources the Salvation Army Social Justice Group offers to the community. They are willing to provide or allow us to purchase the signs of human trafficking cards for professionals.
2. ACTION ITEM: Karlene will email the four law enforcement departments to get an estimate of the number needed. The panel will provide funds if there is a cost.
3. Future exploration will be reaching out the EMS professionals.
4. ACTION ITEM: Deb will provide an update on the contact information for the free Training Institute for professionals on special topics such as child abuse and human trafficking in August. More information to come soon.
5. ACTION ITEM: Karlene will email the law enforcement partner leadership to gather interest and number of brochures needed from Salvation Army.

ii. Other panel members share events to distribute purchased materials with parenting information:

1. ACTION ITEM: Karlene will provide to PSOP workers.
2. ACTION ITEM: Wendy will call the WIC office.
3. ACTION ITEM: Nancy will call Family Pathways.
4. ACTION ITEM: Carol will call Safe Bridges Program
5. ACTION ITEM: Nancy will call Options for Women

**VI. Chisago County Update:**

- a. Thank you to Todd for reminding us of the Chisago County Board approving the per diem policy. Please contact me and Todd if you want to submit quarterly invoices for the stipends. Invoices should be submitted prior to the end of each month to be processed by the 15<sup>th</sup> of the following month. Quarterly dates are Jan-March, April-June, July-Sept, and Oct-Dec.
- b. The panel still has \$5,000 to use before June 30<sup>th</sup> or the funds expire with no extension.

**VII. Next meeting:**

Date	Time	Location
June 4, 2024	Noon-2 pm	Chisago County HHS Conference Room TEAMS: <a href="https://teams.microsoft.com/l/meetup-">https://teams.microsoft.com/l/meetup-</a>

		<a href="https://join/19%3ameeting_MDg5ZWE0MDAtYzY3Yy00MDIILThkODItNDcyMmRjNTM1NmJi%40thread.v2/0?context=%7b%22Tid%22%3a%22eb14b046-24c4-4519-8f26-b89c2159828c%22%2c%22Oid%22%3a%22b57c8b63-675f-4c8d-9c46-84ab1f089826%22%7d">join/19%3ameeting_MDg5ZWE0MDAtYzY3Yy00MDIILThkODItNDcyMmRjNTM1NmJi%40thread.v2/0?context=%7b%22Tid%22%3a%22eb14b046-24c4-4519-8f26-b89c2159828c%22%2c%22Oid%22%3a%22b57c8b63-675f-4c8d-9c46-84ab1f089826%22%7d</a>
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