

# LINCOLN COUNTY

## DEATH REVIEW

Monday, April 8, 2024 at 10:00 a.m.

Lincoln County Service Center, 801 N. Sales Street, Merrill, WI 54452

Room 156 – Land Services Conference Room

### AGENDA

1. **Call Meeting to Order**
2. **Introductions**
3. **Approve Minutes of Previous Meeting(s)**
4. **Any changes in practice since last review**
5. **Annual Cooperative Agreement**
6. **Convene into Closed Session**
7. **Review 3 Cases**  
Consideration of motion to adjourn into closed session for the purpose of discussing confidential information relating to the unexpected deaths of specific children, pursuant to Wis. Stat. 19.85(1)(d) (considering strategy for crime detection or prevention); Wis. Stat. 19.85(1)(f) (considering medical, social or personal histories of specific persons or preliminary consideration of the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or involved in such investigations); Wis. Stat. 48.981(7) (limiting public disclosure of child-specific information disclosed to child death review team); Wis. Stat. 146.82(2)(b) (restricting re-disclosure of medical information contained in records obtained pursuant to law); Wis. Stat. 48.78(2)(a) (restricting re-disclosure of information in records of child protective agency); and Wis. Stat. 48.396 (limiting disclosure of law enforcement records of children).
8. **Reconvene into open session**
9. **Any action taken from closed session - discussion on prevention initiatives**
10. **Review of Lincoln County death trends – Valerie Caylor, Lincoln County Coroner**
11. **Public comment**
12. **Next meeting date**
13. **Adjourn**

#### DISTRIBUTION:

Lincoln County Death Review Team

Posted on: \_\_\_\_\_ at: \_\_\_\_\_ a.m./p.m. by: \_\_\_\_\_

There may be a quorum of other Lincoln County committees present at this meeting.

Requests for reasonable accommodations for disabilities or limitations should be made prior to the date of this meeting.

You may contact the County Clerk at 715.539.1019. Please do so as early as possible so that proper arrangements can be made. Requests are kept confidential.

#### GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

#### NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

#### MANNER OF NOTICE:

Date, time, place, and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to give notice to the public.

#### TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is a good cause that such notice is impossible or impractical.

#### EXEMPTIONS FOR COMMITTEES AND SUB-UNITS:

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful meeting to act or deliberate upon a subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place, and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

#### PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded, and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the specific statutory exemption under which the closed session is authorized.

#### STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Deliberation of judicial or quasi-judicial matters. Sec. 19.85(1)(a)
2. Considering dismissal, demotion, or discipline of any public employee or the investigation of charges against such person and the taking of formal action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).
3. Considering employment, promotion, compensation, or performance evaluation data of any public employee. Sec. 19.85(1)(c).
4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).
5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(c).
6. Considering financial, medical, social, or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public would likely have an adverse effect on the reputation of the person referred to in such data. Sec. 19.85(1)(f).
7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).
8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

#### CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session with twelve (12) hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.

#### BALLOTS, VOTES, AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

#### USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

#### LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

#### PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

# Lincoln County Death Review Team Meeting Minutes

January 8, 2024 at 10:00 a.m.

Lincoln County Service Center, 801 N. Sales St., Merrill  
Room 156 – Land Services Conference Room

**Members Present:** Valerie Caylor, Jessi Rumsey, Kristin Bath, Mary Klade, Becky Dallman

**Partners Present:** Dr. Michael Clark, Melissa Nieman, Dale Bacher, Don Seubert, Jane Bentz, Ken Schneider, Brett Susa, Trina Knospe, Laurie Thiel

Agenda Item	
<b>1. Call to Order and Introductions</b>	<ul style="list-style-type: none"><li>• Caylor called the meeting to order at 10:00 a.m.</li></ul>
<b>2. Approve Minutes of Previous Meeting</b>	<ul style="list-style-type: none"><li>• No prior minutes to approve.</li></ul>
<b>3. Any changes in practice since last review</b>	<ul style="list-style-type: none"><li>• No update. Meeting not held since 2016.</li></ul>
<b>4. Closed Session</b>	<ul style="list-style-type: none"><li>• Convened to closed session for the purpose of discussing confidential information relating to the unexpected deaths of specific children, pursuant to Wis. Stat. 19.85(1)(d) (considering strategy for crime detection or prevention); Wis. Stat. 19.85(1)(f) (considering medical, social or personal histories of specific persons or preliminary consideration of the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or involved in such investigations); Wis. Stat. 48.981(7) (limiting public disclosure of child-specific information disclosed to child death review team); Wis. Stat. 146.82(2)(b) (restricting re-disclosure of medical information contained in records obtained pursuant to law); Wis. Stat. 48.78(2)(a) (restricting re-disclosure of information in records of child protective agency); and Wis. Stat. 48.396 (limiting disclosure of law enforcement records of children).</li><li>• Motion by Caylor to go into closed session allowing partner participation. All ayes, motion carried.</li><li>• Reviewed 6 cases.</li></ul>
<b>5. Open Session</b>	<ul style="list-style-type: none"><li>• Motion by Caylor to resume open meeting session. All ayes, motion carried.</li></ul>

<p><b>6. Any action taken from closed session - discussion on prevention initiatives</b></p>	<ul style="list-style-type: none"> <li>• Potential prevention initiatives may include <ul style="list-style-type: none"> <li>○ Providing basic wilderness survival skills as part of the school forest orientation/curriculum.</li> <li>○ Law enforcement to educate school age children on life safety first and the importance of being honest when they are conducting investigations.</li> <li>○ Handle with Care notifications - Coroner to notify schools, with parental permission, of potential needs for school age children after experiencing a loss.</li> <li>○ Incorporating See Something, Say Something into health class curriculum for 10<sup>th</sup>-12<sup>th</sup> grades to assist with mental health needs after a crisis or during a crisis investigation (help find that trusted adult to talk to). Get Raise Your Voice club involved with this initiative.</li> <li>○ Sharing a listing of mutual aid that is available across agencies.</li> </ul> </li> </ul>
<p><b>7. Review of Lincoln County death trends as noted by Coroner</b></p>	<ul style="list-style-type: none"> <li>• Caylor provided information on 2023 accidental deaths trends. Falls were the leading cause. Dr. Clark stated that as a State, Wisconsin has a high fall rate and this is a topic of discussion with local and state agencies. Rumsey will follow-up with Erin Wells from ADRC on educational program opportunities, as an awareness campaign may need to be initiated.</li> <li>• Caylor stated that more information is needed from home health agencies on protocol for welfare checks when clients do not answer their phone or door. Bacher and Schneider stated that dispatch can add a contact list to a name or address card to assist with the notification process, as well as conduct welfare checks when requested. Rumsey stated that Social Services will call for a welfare check if a driver does not get an answer when picking up a client.</li> <li>• Klade stated that the State Ombudsman Program should be contacted when there are concerns over neglect as a leading or contributing cause of death/accidental death in long term care facilities. Klade will provide the group with contact information.</li> </ul>
<p><b>8. Add Public comment</b></p>	<ul style="list-style-type: none"> <li>• None</li> </ul>
<p><b>9. Next meeting date</b></p>	<ul style="list-style-type: none"> <li>• April 8, 2024 at 10:00 a.m.</li> </ul>
<p><b>10. Adjourn</b></p>	<ul style="list-style-type: none"> <li>• Motion by Caylor to adjourn at 11:52 a.m. All ayes, motion carried.</li> </ul>

Recorder: Becky Dallman, 1/9/2024