

COMMITTEE TO REVIEW SUICIDE FATALITIES
MINUTES
JUNE 3, 2014
8:15 A.M.

The Committee to Review Suicide Fatalities held meeting on 6/3/2014, in person and teleconference (888) 251-2909, beginning at 8:15 a.m.:

BOARD MEMBERS PRESENT

Capt. Leslie Mays, Co-Chair (Nevada Air National Guard)
Sgt. Annette Mullin, Co-Chair (Las Vegas Metropolitan Police Department)
Mike Bernstein (Southern Nevada Health District)
Dr. Lesley Dickson (Psychiatrist)
Michael Murphy (Clark County Coroner's Office)
Heather Shoop (WestCare)
Senator Debbie Smith, District 13 – Sparks

BOARD MEMBERS NOT PRESENT

Joanne Libertelli (Spring Mountain treatment Center)
Dr. Melissa Piasecki (UNSOM)

DIVISION OF PUBLIC AND BEHAVIORAL HEALTH STAFF PRESENT

Misty Allen, Office of Suicide Prevention (OSP), Bureau of Child, Family & Community Wellness (BCFCW)
Richard Egan, OSP, BCFCW
Luana Ritch, PhD., Quality Assurance Specialist 3, Mental Health Administrative Progress, Planning & Quality

OTHER PRESENT VIA TELEPHONE CONFERENCE

Jay Kvam, State of Nevada, Biostatistician Public and Behavioral Health
Sharon Benson, Senior Deputy Attorney General, Office of the Attorney General

Sgt. Annette Mullin called the Committee to Review Suicide Fatalities meeting to order at 8:15 a.m. The meeting was properly posted at the locations listed on the agenda in accordance with the Nevada Open Meeting Law (OML).

1. Roll Call & Introductions

Roll call was taken and it was determined a quorum of the Committee to Review Suicide Fatalities was present.

2. Approval of minutes from the April 1, 2014 meeting

Sgt. Mullin asked whether there were any corrections to the draft minutes from the April 1, 2014 meeting. Dr. Lesley Dickson requested the word Psychiatrist be spelled correctly.

SGT. MULLIN ENTERTAINED A MOTION TO APPROVE THE MINUTES AS AMENDED. A MOTION TO APPROVE WAS MADE BY MIKE MURPHY. MIKE BERNSTEIN SECONDED THE MOTION WHICH PASSED UNANIMOUSLY WITHOUT PUBLIC COMMENT.

3. Approve CRSF Bylaws

Richard Egan said he found provisions to the bylaws allowing case reviews to be recorded but the recordings must be secured. Mr. Egan suggested a change be made to Article 5, allowing reviews to be recorded in order to capture recommendations word for word. Mr. Egan said the proposed wording in the “draft bylaws” is highlighted in red ink.

Misty Allen and Sharon Benson discussed Nevada Revised Statutes (NRS) for Open and Closed Meeting status. Ms. Allen explained most of CRSF meetings could be held Closed because of the reviews but a suggestion was made regarding holding a meeting every other quarter or yearly to discuss reports and recommendations in an Open Meeting.

Ms. Benson said the OML guide does not fit the uniqueness of CRSF and suggested the Committee hold a “closed work group” and not post meetings. Ms. Benson went on to state the recommendations coming from the work group such as de-identified and aggregated data, once finalized, could be discussed in an Open Meeting held once a year.

For the record, Ms. Benson clarified CRSF do not post workgroup meetings, she reiterated the final Open Meeting will be held once a year to discuss report findings and recommendations. Ms. Benson stated the CRSF meetings would be considered a “closed work group” and CRSF will not be following Open Meeting protocol.

Mr. Bernstein discussed concerns over the terms “work group session” and “Open and Closed Meetings”. Mr. Bernstein said the bylaws state there is a difference between the two terms. Ms. Allen and Ms. Benson suggested changing the “Open Meeting” phrase to “Work Group” indicating one Open Meeting will be held at least once a year. Mr. Murphy said the purpose is to allow for public comment and to provide information regarding the committee. Ms. Allen added other committees in Public and Behavioral Health allowed for public comment after every topic.

Mr. Egan said he would make the adjustments and get them to the Committee.

4. Approve CRSF Protocols

Mr. Egan asked the Committee to review the protocol changes in red ink. Mr. Murphy asked about Encrypted email capabilities and would he be able to review encrypted emails from the state.

Ms. Benson talked about the sensitivity of data and maintaining confidentiality and stated it is difficult to forward encrypted emails. Ms. Benson asked the committee to delete information from hard drives and not forward or copy and paste encrypted documents.

Heather Shoop suggested changing the acronym in the protocol to reflect the statute acronym CRSF.

Ms. Allen stated the report format is vague. Once the Committee starts reviewing the suicides, the hope is to have a draft report completed by September.

Luana Ritch stated in her experience serving on the Child Death Review (CDR), the report format utilized by that committee was straight forward and simple. She explained the process CDR used to write its report.

MR. EGAN ENTERTAINED A MOTION TO APPROVE THE PROTOCOLS. A MOTION TO APPROVE WAS MADE BY SGT. MULLIN. MS. SHOOP SECONDED THE MOTION WHICH PASSED UNANIMOUSLY WITHOUT PUBLIC COMMENT

5. CLOSED SESSION

Sgt. Mullin stated the Committee was going to closed session pursuant to NRS 439.5108 and the Committee confidential information in reviewing suicide fatality. Ms. Allen asked whether there was any public comment before the group went into closed session. No comment was made. The open meeting was adjourned at 12:00 pm.

6. Discussion of Sampling Methodology

Closed Session

7. Discussion of Future Meetings, Reviews and Agenda Items

Closed Session

8. Adjournment

The meeting was adjourned at 3:30 PM