

**COMMITTEE TO REVIEW SUICIDE FATALITIES  
MINUTES  
January 16, 2015  
1:00 p.m.**

Division of Public and Behavioral Health (DPBH)  
Child Family and Community Wellness (CFCW)  
Office of Suicide Prevention  
445 Apple Street, Suite 104  
Reno, NV 89502

Toll-Free Dial Number  
(866) 434-5269  
Conference Code  
7501044

DPBH--CFCW  
Office of Suicide Prevention  
3811 W. Charleston Blvd., Ste. 210  
Las Vegas, NV 89102

**BOARD MEMBERS PRESENT IN LAS VEGAS**

Mike Bernstein, M. Ed. (Southern Nevada Health District)

**BOARD MEMBERS PRESENT VIA TELEPHONE CONFERENCE**

Sgt. Annette Mullin, Co-Chair (Las Vegas Metropolitan Police Department)  
Dr. Lesley Dickson (Nevada Psychiatric Association)  
Joanne Libertelli (Spring Mountain Treatment Center)  
Heather Shoop (WestCare)

**BOARD MEMBERS NOT PRESENT**

Capt. Leslie Mays, Co-Chair (Nevada Air National Guard)  
Senator Debbie Smith (District 13 – Sparks)  
Dr. Melissa Piasecki, University of Nevada, School of Medicine  
Coroner Michael Murphy (Clark County Coroner’s Office)

**DIVISION OF PUBLIC AND BEHAVIORAL HEALTH STAFF PRESENT IN LAS VEGAS**

Richard Egan, Suicide Prevention Training and Outreach Facilitator, DPBH-CFCW-OSP

**DIVISION OF PUBLIC AND BEHAVIORAL HEALTH STAFF PRESENT IN RENO**

Misty Allen, State Suicide Prevention Coordinator, DPBH-CFCW-OSP  
Angela Friedman, Program Assistant, DPBH-CFCW-OSP

**OTHERS PRESENT VIA TELEPHONE CONFERENCE**

Richard McKeon, Ph.D., Substance Abuse & Mental Health Services Administration (SAMHSA)  
Sharon Benson, Senior Deputy Attorney General, Office of the Attorney General  
Marlyn Scholl, LCSW, VA Sierra Nevada Health Care System, Reno  
Tokuko Dixon, member of the public

Sgt. Annette Mullin called the meeting of the Committee to Review Suicide Fatalities (CRSF) to order at 1:03 PM. The meeting was properly posted at the locations listed on the agenda in accordance with the Nevada Open Meeting Law (OML).

1. **ROLL CALL AND INTRODUCTIONS**

Roll call was taken by Sgt. Mullin. It was determined a quorum of the Committee to Review Suicide Fatalities was present.

2. **VOTE TO APPROVE MINUTES FROM THE NOVEMBER 21, 2014 MEETING**

No corrections, deletions or additions were made to the November 21, 2014 minutes as presented.

**SGT. ANNETTE MULLIN ENTERTAINED A MOTION TO APPROVE THE MINUTES OF THE NOVEMBER 21, 2014 MEETING. A MOTION TO APPROVE WAS MADE BY HEATHER SHOOP. MIKE BERNSTEIN SECONDED THE MOTION WHICH PASSED UNANIMOUSLY WITHOUT PUBLIC COMMENT.**

3. **VOTE TO ELECT AN ACTING CHAIR FOR THE FEBRUARY 6, 2015 FACE TO FACE MEETING IN RENO**

**SGT. ANNETTE MULLIN ENTERTAINED A MOTION THAT HEATHER SHOOP CHAIR THE FEBRUARY 6, 2015 FACE TO FACE MEETING IN RENO. A MOTION TO ACCEPT HEATHER SHOOP AS CHAIR WAS MADE BY MIKE BERNSTEIN. JOANNE LIBERTELLI SECONDED THE MOTION WHICH PASSED UNANIMOUSLY WITHOUT PUBLIC COMMENT.**

4. **REVIEW AND APPROVE THE UPDATED DATA COLLECTION TOOL**

Richard Egan compared the old and new data collection tool. He discussed the changes that were made to the data collection tool, and discussed the functions of drop down boxes, automated cells, and color changes within the new spreadsheet. Misty Allen will present the data at the February 6<sup>th</sup> meeting. The information on these cases will be sent to the members 9 days prior to the meeting. Mr. Egan noted that the case documents will include the death certificate, Coroner's report, police report, toxicity report (if provided) and photographs, if desired. Other additional information will be available at the face to face review.

**SGT. ANNETTE MULLIN ENTERTAINED A MOTION TO APPROVE THE DATA COLLECTION TOOL. A MOTION TO APPROVE WAS MADE BY MIKE BERNSTEIN. HEATHER SHOOP SECONDED THE MOTION WHICH PASSED UNANIMOUSLY WITHOUT PUBLIC COMMENT.**

5. **DISCUSS AND APPROVE THE SCRIPT FOR CORONER INVESTIGATORS**

Ms. Allen reported that the script is still being worked on and a hard copy of the script will be presented at the February 6<sup>th</sup> meeting. The agenda item can be tabled to February 6<sup>th</sup>.

6. **UPDATE ON THE MOU BETWEEN THE VETERAN'S ADMINISTRATION AND THE COMMITTEE TO REVIEW SUICIDE FATALITIES (CRSF)**

Marlyn Scholl reported the Veterans Administration (VA) in Washington, DC gave a verbal approval to share information as long as no identifiable information was going to be shared. Since the VA could not commit in writing, Ms. Scholl and Ms. Benson are continuing to draft an MOU asking for identifiable information and community information to share with the Committee.

7. **DISCUSS AND FINALIZE PLANNING OF DATA FOR FEBRUARY FACE TO FACE REVIEW MEETING**

Ms. Allen noted the meeting on February 6<sup>th</sup> will run from 9:30 AM to 5:00 PM. Travel requests are being processed. The group will be picked up from a van and lunch will be ordered in. Angela Friedman will send confirmation of flights as soon as they are available. Ms. Allen reviewed the draft agenda. Mr. Egan reported there will be 16 cases to review. Mr. Egan explained the protocol for emailing and use of the confidential documents under secure email. Sharon Benson reminded

the members to be extremely careful to avoid accidentally sharing documents. Ms. Allen noted that if anyone is concerned with emailing of the documents, the cases can be sent in hard copy.

Dr. Richard McKeon acknowledged the importance of the committee's work.

**8. DISCUSS AND RECOMMEND NEXT MEETING AGENDA ITEMS AND DATE**

Ms. Allen noted the February 6<sup>th</sup> agenda will include the nomination of a co-chair replacement as Sgt. Mullin is stepping down.

Ms. Benson noted the new confidentiality agreement doesn't need to be agreed upon by the members but it needs to be signed by all the members before the cases can be distributed.

**9. PUBLIC COMMENT**

No public comment was heard.

**10. ADJOURNMENT**

Meeting was adjourned at 1:33 PM