

**ADMINISTRATION AND HUMAN SERVICES
STANDING COMMITTEE MINUTES
Monday, February 26, 2024**

The meeting of the Administration and Human Services Standing Committee was held on Monday, February 26, 2024, at 5:08 p.m. The following members were present: Commissioner Bynum, Chairman; Commissioners Kane, Ramirez, Davis, Hill. The following officials were also in attendance: Susan Beckman, Community Health Improvement/Planner CHIP Program Supervisor; Shelby Woodward, Violence Prevention Coordinator; Monica L. Sparks, Deputy UG Clerk and Jessica Gabaree, UG Clerk.

Chairman Bynum said before I call this meeting to order, I want to announce that some committee members, staff, and public are attending remotely via Zoom as well as on site. All participants joining by phone should mute their phones when not speaking to avoid background noise. During the meeting, please make sure you announce yourself by name and title every time you speak to the public that is observing knows who is speaking. When speaking, be sure and speak directly into your microphone, so all comments are heard, and the record of the meeting is accurate. This is critical given the number of remote participants and is current guidance from the Kansas Attorney General.

The public is allowed to participate by Zoom or submit comments by email prior to the meeting, and those comments will be included in the record of this meeting. The public may also indicate their intent to provide remote public comment by contacting the Clerk's Office by 5:00 P.M. the Thursday before the meeting. The public will also have the opportunity to provide brief comments, either by telephone, via Zoom, or from the 5th Floor Conference Room of the Municipal Office building.

Chairman Bynum called the meeting to order. Roll call was taken, and all members were present as shown above.

Chairman Bynum said there are no revisions to tonight's agenda and there are no minutes to approve.

COMMITTEE AGENDA

Item No. 1 – 212941...GRANT: YOUTH FATALITY REVIEW BOARD

Synopsis: Acceptance of a \$70,000 grant to the National Center for Fatality Review and Prevention (NCFRP) to build capacity of the Youth Fatality Review Board, submitted by Wesley McKain, Health Department Manager. No matching funds are required.

Chairman Bynum said we have members of our Health Department team here and I will turn the floor to you and thank you very much for taking time to join us tonight.

Susan Beckman, Community Health Improvement Planner CHIP Program Supervisor, said I'm here to introduce Shelby Woodward who is our Violence Prevention Coordinator at the Health Department. She started back in August and she'll be introducing the item in the agenda tonight so I'll turn it over to her.

Shelby Woodward, Violence Prevention Coordinator, said a large part of my job is facilitating the Youth Fatality Review Committee. We have partners from a large—from many sectors, including a department of Children and Families, KCKPS, the Wyandotte Behavioral Health Network and many others. We meet quarterly and we review deaths for people from the ages of 1 to 24 and then we provide recommendations based on those case reviews. We applied for a \$70,000 grant from the National Center for Fatality Review and Prevention. A large chunk of that will go towards maintaining our HIPPA- Compliant Data Vault, which allows our partners to be secure knowing that their documentation that they provide us for those case reviews is secure. Then the rest will go toward helping develop a recommendations process including creating some accessible educational materials related to overdose and Narcan. We are looking for approval to accept those funds and there is no match.

Chairman Bynum said we like it when there's no match. Questions from our Committee? Any questions from anyone online? **Monica Sparks, Interim UG Clerk**; said no hands are raised.

Chairman Bynum said Committee members, questions?

Action: Commissioner Kane made a motion, seconded by Commissioner Ramirez, to approve as submitted.

Chairman Bynum said I have one question before we vote. How long have we had the Youth Fatality Review Board? **Ms. Woodward** said the Youth Fatality Review Board has existed since 2020, so about three years. **Chairman Bynum** said so are we hoping—I imagine with the Review Board to bring down these fatalities, that’s the goal. **Ms. Woodward** said we meet quarterly, and we review case summaries and that’s what we’ve been doing for about the past three years. As we go forward, part of these funds will go towards developing recommendations and a clear process for those recommendations and then those recommendations would lead to, hopefully, a fewer number of youth fatalities.

Chairman Bynum said any further questions or comments? Clerk, is there anyone from the public wishing to address the item? **Ms. Sparks** said Commissioner Davis has raised his hand.

Commissioner Davis said I’m in total support of this proposal. Maybe in a few months it would be great for you all to come back and just tell us how things are going with this grant and with this process. This is a very, very important topic and things that I think we all would love to be made aware of.

Chairman Bynum said I agree with that. I appreciate that. I was kind of thinking the same, like at some point we could have a report of the over the duration of the work of the Board. Anything else? Roll call please.

Roll call was taken and there were five “Ayes,” Hill, Davis, Ramirez, Kane, Bynum.

Chairman Bynum said that is the one and only item on our agenda tonight, which would conclude our meeting, and I would entertain a motion to adjourn.

Action: **Commissioner Ramirez made a motion, seconded by Commissioner Hill, to adjourn.** Roll call was taken and there were five “Ayes,” Hill, Davis, Ramirez, Kane, Bynum.

The meeting was adjourned at 5:14 p.m.

JG