

Ê ÔÙ 5D3

Division: Public Health

Meeting Topic: State Mortality Review Committee

Facilitators: Jill Lange and Marcus Johnson-Miller

Date: June 13, 2025

Time: 10:00-12:00

Location: Virtual (Teams)

Meeting Objectives

To initiate the first State Mortality Review Committee (SMRC).

Meeting Participants

State Mortality Review Committee		
Casey Manser	Dr. Alison Lynch	Rachel Zimmerman
Captain Sadie Weekley	Abby Schueller	Dr. Stephanie Radke
Dr. Dennis Klein		
Liaisons		
Vera Wallican	Matt Burns	Ryan Kedley
Nicole Leonard	Ryan Baldridge	Dennis Kleen
Melissa Walker	Sonia Parras	
Iowa HHS Staff		
Dr. Robert Kruse	Jill Lange	Marcus Johnson-Miller
Michelle Holst	Nafla Poff-Dainty	Sylvia Navin
Analisa Pearson	Jancy Nielson	Derma Rivera
Sonya Streit	Bridget Konz	Anna Moats-Gibson
Kaitlin Smith	Jacob Shkolnick	

Agenda Topic and Items

- I. Meeting was called to order by Jill Lange at 10:03 AM
 - a. Recording was started 10:04 AM
 - b. Lange welcomed attendees to the inaugural meeting of the State Mortality Review Committee.
- II. Introductions and Roll Call were conducted by Marcus Johnson-Miller
 - a. SMRC Members as listed above were all present, constituting a quorum.
 - b. Liaisons as listed above were present with the exception of Matthew Burns, Dennis Kleen and Melissa Walker
 - c. HHS Staff as listed above were present with the exception of Sonya Streit. Guest attendees included Iowa HHS summer legal interns, Veena Kappagantu and Christina Vasquez.
- III. Dr. Robert Kruse, State Medical Director and Director of the Division of Public Health at Iowa HHS) provided Welcome and Committee Overview.
- IV. Jancy Nielson, Legal Counsel for Iowa HHS) provided Legal Overview
 - a. Presented legal overview document, highlighting specific requirements related to decisions by vote when a quorum is present, number necessary to constitute a quorum, appropriate use of voice vote, considerations for roll call vote, appropriate access for the public to open sessions, protocols for entering and exiting closed sessions, requirements for recording and taking minutes of closed sessions, and confidentiality provisions.
- V. Elections were conducted for Chair and Vice Chair, directed by Jill Lange and Marcus Johnson-Miller
 - a. For the role of Committee Chair, Rachel Zimmermann Smith was nominated by Sadie Weekley. Alison Lynch seconded the motion. The motion was carried by voice vote.

- b. For the role of Committee Vice Chair, Alison Lynch nominated herself. Motion on the nomination was seconded by Abby Schueller. The motion was carried by voice vote.
- c. Election of other officers for SMRC was not held.

VI. Establishment of SMRC Subcommittees – Jill Lange and Marcus Johnson-Miller facilitated discussion. The SMRC may appoint subcommittees as they deem appropriate to serve the SMRC. Presentations by the three death review teams were provided with recommendations that they become subcommittees of SMRC.

- a. Overviews of Child Death Review Subcommittee, Maternal Mortality Review Subcommittee and Domestic Abuse Death Review Subcommittee were provided by Health and Human Services Staff.
- b. Discuss need for additional subcommittees.
 - i. Discussed the need to determine operations for SMRC including appointment provisions, membership terms, operation guidelines and meeting cadence.
 - ii. SMRC has option to establish additional subcommittees, if desired/needed.
- c. Vote to Establish Subcommittees – SMRC Chair
 - i. Motion was made by Alison Lynch to create 3 subcommittees consistent with historical practice and as described by HHS staff, including the membership as listed within each summary document provided with the meeting packet.
 - 1. Motion was seconded by Stephanie Radke.
 - 2. The motion carried by voice vote

VII. Q&A

- a. Can SMRC members also participate as a member of a subcommittee? Yes. This is good practice.
- b. Will subcommittees have the same open meeting rules and the need to go into closed session for case discussion? Correct. It is also within the SMRC's purview to create additional subcommittees.

- c. When can subcommittees start meeting again? Right away.

VIII. Next Meeting (Jill)

- o The group agreed on a next meeting date near the end of July or early August. Iowa HHS staff will send out potential dates and poll members for availability. The meeting will be held virtually.
- o Agenda items anticipated:
 - SMRC Operations - Establish appointment provisions, membership terms, operating guidelines and meeting cadence.
 - Discuss role of liaisons
 - Other
 - Role of the liaison
 - How subcommittees communicate back to SMRC
 - What the annual report will look like and how to move that forward
