IOWA | Health and Human Services

Child Abuse Assessment Review Subcommittee

Meeting Minutes
October 8, 2026

COMMITTEE MEMBERS AND			
	Brian Flikeid – excused	X	Jana Rhoads
X	Rachel Zimmerman Smith	X	Katherine Strub
	Andrea Vizthum*- not needed		Constance Cohen* - not needed
	Amy Kutchen* - not needed		
Staff and Guests			
X	Clarice Vincent, CPS Deputy Director	X	Kaitlin Smith, CAAR Coordinator and Child Death Review Team Abstractor
X	Janelle Larson, Quality Assurance Coordinator and Community Health Consultant	X	Sylvia Navin, Maternal and Reproductive Health Manager
	*Members designated to serve in the event there is a conflict of interest		

1. **Call to Order**
   Committee Coordinator Kaitlin Smith called the meeting to order at 11:59 AM

2. **Roll Call**
   Coordinator conducted a roll call as indicated above; a quorum was present.

3. **Approval of Minutes**
   Strub moved to approve August 2026, minutes, seconded by Rhodes. Motion carried by voice vote.

4. **Public Comment**
   No members of the public wished to comment.

5. Closed Session

Roll call vote to move into closed session to review and analyze child abuse records, patient records and other pertinent confidential information appropriate for use in assisting the State Mortality Review Committee in preparing an annual report to the governor and general assembly concerning the case and recommendations for changes to prevent child fatalities when similar circumstances exist outlined in IC §135.43.4.a. and provided for by IC §21.5.1.a

Strub moved to enter closed session under the legal authorities outlined above, seconded by Rhodes.

Roll Call Vote

Rhoads, Zimmerman Smith, Strub

Members logged into closed session at 12:03 PM and discussed aggregate data, case discussions, and prevention recommendations based upon current cases.

Members re-entered open session at 1:02 PM.

6. Adjournment

Strub moved to adjourn, seconded by Rhodes. Motion carried by voice vote. Meeting adjourned at 1:04 PM.