

**Oklahoma Domestic Violence Fatality Review Board**  
313 N.E. 21<sup>st</sup> Street, Oklahoma City, Oklahoma 73005  
(405) 522-1984 | FAX (405) 557-1770

**MEETING MINUTES**

**August 25, 2021**

**Meeting Venue:** Office of the Attorney General, 313 NE 21<sup>st</sup> Street, Oklahoma City, OK 73105

**MEMBERS**

Bardin, Tania (NAAV) [P]	Hawkins, Scott (OSA) [A]	Sweger, Don, (OACP) [A]
Blanton, Melissa (OAG) [P]	Jelley, Martina (OSMA) [P]	Wilson, Janet (ONA) [P]
Coffey, Sara (OOA) [A]	Kuester, Laura (OCADVSA) [P]	Warren, Mike (OSC) [P]
Combs, Brandie (OSDH) [A]	Mueller, Karen (OBA) [P]	Woods-Littlejohn, Brandi (OSDH-IPS) [A]
Edstedt, Marissa (DHS) [P]	Nicholls, Emily (OSDH-IPS) [P]	
Garder, Lauren (ODMHSAS) [P]	Pasley, Brandon (OCADVSA) [A]	
Glandon, Donna (OJA) [A]	Sharif, Asma (OCME) [A]	
Green, Beth (OSBI) [P]	Smith, Jeff (DAC) [P]	
Harrison, Shelly (NAAV) [P]		

**I. Call to Order and Confirmation of Compliance with Open Meeting Act: Chair**

Vice Chair Scott Hawkins presided over the regularly scheduled meeting of the Oklahoma Domestic Violence Fatality Review Board, held at the Office of the Attorney General on August 25, 2021. Notice of the meeting was posted at the Office of the Attorney General more than twenty-four (24) hours in advance. Vice Chair Scott Hawkins called the meeting to order at 9:05 a.m.

**II. Roll Call and Establishment of Quorum**

Quorum was achieved at Roll Call with thirteen (13) members present. Others present included Anthony Hernandez-Rivera, OAG Research Assistant; Tamera Massad, OAG Training Program Manager; and Misty Feller, Air Force Family Advocate at Tinker Air Force Base. Shelley Harrison (NAAV) joined the meeting at 9:08 a.m., bringing the total quorum to fourteen (14) members. Quorum was maintained throughout the meeting.

**III. Discussion and Possible Action on Approval of Minutes from June 23, 2021 regular meeting\***

Jeff Smith moved to approve the minutes of the June 23, 2021 regular meeting. Lauren Garder seconded the motion. The motion passed by roll call vote (7 Aye, 6 Abstain, 0 Nay).

**IV. Discussion Regarding the Partners for Change 2021 Domestic & Sexual Violence and Stalking Partnership Conference registration and scheduled presentations**

OAG Training Program Manager Tamera Massad informed the Board she would be sending out the presentation times to all the speakers by the end of the week and would also be sending a mass email to all the registrants about conference updates and the hotel, including updated COVID precautions. She shared there were 473 people registered as of August 24, 2021 and after a recent discussion with VSU staff the decision was made to limit registration to 500 people and maintain a waiting list after that point. Ms. Massad shared that one of the sessions would be a community policing panel. DVFRB Program Manager Katy Fortune mentioned the deadline for early bird registration and stated if the Board members had not received the link specifically dedicated to Board members for free registration to let her know and she would re-send it. Ms. Massad shared the VSU had decided to extend the early bird conference pricing until September 10, 2021. OAG VSU Division Chief Melissa Blanton stated there have been difficult conversations within the unit as recently as yesterday about the conference and how best to ensure everyone's safety. Ms. Massad shared there

would also be a COVID-19 vaccine clinic the first day of the conference and would be available for anyone who wanted to be vaccinated, regardless of whether or not they were registered for the conference.

**V. Discussion and Possible Action on DVFRB Meeting currently scheduled for September 22, 2021**

DVFRB Program Manager Katy Fortune stated she and Research Assistant Anthony Hernandez Rivera were scheduled to attend the NCADV annual conference the same week as the next scheduled DVFRB meeting but they received notice the morning of August 24, 2021 the conference was being postponed so there was no longer a need to discuss rescheduling the September DVFRB meeting. Ms. Fortune stated that unless the Board wanted to meet later in the month the DVFRB meeting would be held on the date currently scheduled. No action was taken.

**VI. Consideration of Motion to Adjourn to Executive Session\***

*Pursuant to 25 O.S. § 307B for the purpose of case review*

- a. Jeff Smith moved that the Board go into Executive Session to review cases. Don Sweger seconded the motion. The motion was approved by roll call vote (14 Aye, 0 Abstain, 0 Nay). The Board adjourned to executive session at 9:19 a.m.
- b. Review and discussion of case **190036**
- c. The Board came out of the executive session at 10:30 a.m.
- d. Vice Chair Scott Hawkins called for Board action as a result of Executive Session.
- e. No action was taken.

**VII. New Business in Accordance with 25 O.S. § 311(9)**

There was Board discussion on meeting presentations over the remaining months of the year. The Board requested the DVFRB Program Manager contact Jeri Askins with the Administrative Office of the Courts for a presentation on Protective Order procedures and arrange a showing and discussion of the short film *Resilience*.

**VIII. Announcements**

DVFRB Program Manager Katy Fortune shared that Dr. Janet Wilson had indicated she would be present today but emailed this morning stating she wasn't feeling well and wouldn't be in attendance. Ms. Fortune informed the Board that Dr. Wilson would serve the remainder of her term as the representative for the Oklahoma Nurse's Association even though she retired last month. Brandon Pasley stated he would be facilitating a presentation by Board designee Angela Beatty and Ann Lowrance at the Partners for Change Conference. Melissa Blanton shared there would also be a presentation about the recently-released DV hotline manual developed by the State Department of Health and copies would be available at the conference. Lauren Garder stated she would also have copies of her manual on mental health and domestic violence available at the conference. Lauren Garder also asked for an update on the domestic violence bench book. DVFRB Program Manager Katy Fortune informed the Board Dr. Laurie Jones at OCU had taken over development of the bench book and was working on it with her law students. Ms. Fortune advised she would reach out to Dr. Jones and obtain an update.

**IX. Adjournment**

Jeff Smith made a motion to adjourn. Don Sweger seconded the motion. Vice Chair Scott Hawkins declared the meeting adjourned at 10:36 a.m.