



State of Florida  
Department of Children and Families

Charlie Crist  
Governor

Robert A. Butterworth  
Secretary

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**DATE:** July 18, 2008

**TO:** Regional Directors

**THROUGH:** George Sheldon, Assistant Secretary for Operations  
David Fairbanks, Assistant Secretary for Programs

*Handwritten: David Fairbanks*  
*Handwritten: Patricia Badland*  
**FROM:** Patricia Badland, Director of Office of Family Safety

**SUBJECT:** Death Review Coordinators Statewide Meeting

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**PURPOSE:** This memo is to inform you of an upcoming statewide meeting of the Region Death Review Coordinators, the State Child Death Review Coordinator and the Florida Child Abuse Death Review chairs of the local committees. The meeting will be held at the Dependency Summit on Wednesday, August 27, 2008, from 9:00 AM - 12:00 PM at the JW Marriot Hotel in Orlando, Florida.

**BACKGROUND:** Chapter 383.402, F.S. was established in statute in 1999 to ensure review of child abuse and neglect deaths through a multidisciplinary, multiagency process. As part of the process local review teams and a State Team were established. Additionally, the statute mandated that each district administrator appoint a child abuse death review coordinator to provide oversight of the Department of Children and Families internal death review process and to coordinate with the local child abuse death review teams. This statewide meeting is the first step at enhancing the relationship between region death review coordinators and the local and State Child Abuse Death Review Teams and strengthening the child abuse and neglect death review process.

Additionally, Secretary Butterworth appointed Nancy Barshter, Special Counsel, to provide consultation in several high profile areas, including the DCF Internal Death Review Process. In February 2008, Ms. Barshter reviewed death reports, agency protocols and processes and met with Family Safety Program Office staff. In June she met with the State and Region Death Review Coordinators; and has subsequently developed an action plan for improving and standardizing the death review process. The plan will be provided to the Secretary and shared with the Region Death Review Coordinators at this statewide meeting.

**ACTION REQUIRED:** Please ensure the region death review coordinators are provided the following information so they can register at the hotel and attend the meeting. The Family Safety Program Office will pay for staff to attend this meeting and the Dependency Summit.

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1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

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Hotel arrangements are as follows:

JW Marriott  
4040 Central Florida Parkway  
Orlando, Florida, 32837 Phone: 407-206-2300  
Toll-free: 800-682-9956  
Room Rate: \$109.00

Please make all room reservations prior to August 1, 2008 and Reference the group code: DCFDCFA.

**CONTACT INFORMATION:** If you require accommodations to participate in this event, please contact the following: Janis Ahearn, State Child Death Review Coordinator, at (850) 921-5197 within 7 days of the event.

Also, please contact Janis Ahearn if you have questions regarding the meeting or travel arrangements.

cc: Denise Conus, Central Region Death Review Coordinator  
Kirby Morgan, Central Region Death Review Coordinator  
Lisa Rivera, Suncoast Region Death Review coordinator  
Meghan Grove, Northeast Region Death Review Coordinator  
Chris Houston, Northeast Region Death Review Coordinator  
Linda Swan, Northwest Region Death Review Coordinator  
Laverne Sumpter, Southern Region Death Review Coordinator  
Frank Perry, Southeast Region Death Review Coordinator