

## Texas State Child Fatality Review Team (SCFRT) Committee

### AGENDA

**February 14, 2025**  
**9:00 a.m.**

#### **Meeting Site:**

Texas Department of State Health Services (DSHS)  
Robert D. Moreton Building  
Room M-100, First Floor  
1100 West 49<sup>th</sup> Street  
Austin, Texas 78756

This meeting will be webcast. Members of the public may attend the meeting in person at the address above or access a live stream of the meeting at <https://texashhsmeetings.org/HHSWebcast>. Select the tab for the Moreton M-100 Live on the date and time for this meeting. Please e-mail [Webcasting@hhsc.state.tx.us](mailto:Webcasting@hhsc.state.tx.us) if you have any problems with the webcasting function.

This meeting will also be conducted via videoconference call in accordance with the requirements of Section 551.127, Government Code. The Committee member presiding over the meeting will be physically present at the location specified above.

Attendees who would like to provide public comment should see the **Public Comment** section below.

1. Welcome, roll call, and quorum establishment
2. Consideration of November 8, 2024, draft meeting minutes
3. Consideration of open committee member position
4. Member Orientation
  - a. SCFRT overview
  - b. Advisory Committee Coordination Office support overview
  - c. Open Meetings Act training
  - d. Advisory committee ethics overview
5. Consideration of SCFRT bylaws
6. Consideration of Child Fatality Review Team Operations Protocol
7. Public comment
8. Adjourn

The committee may take any action on any agenda item.

**Public Comment:** DSHS welcomes public comments pertaining to topics above. Members of the public who would like to provide public comment may choose from the following options:

1. **Oral comments provided virtually:** Members of the public must pre-register to provide oral comments virtually during the meeting by completing a Public Comment Registration form at [https://texashhsmeetings.org/SCFRT-PCReg\\_FEB2025](https://texashhsmeetings.org/SCFRT-PCReg_FEB2025) no later than 5:00 p.m., Wednesday, February 12, 2025. Please mark the correct box on the Public Comment Registration form and provide your name, either the organization you are

representing or that you are speaking as a private citizen, and your direct phone number. If you have completed the Public Comment Registration form, you will receive an email the day before the meeting with instructions for providing virtual public comment. Public comment is limited to three minutes. Each speaker providing oral public comments virtually must ensure their face is visible and their voice audible to the other participants while they are speaking. Each speaker must state their name and on whose behalf they are speaking (if anyone). If you pre-register to speak and wish to provide a handout before the meeting, please submit an electronic copy in accessible PDF format that will be distributed by HHS staff to SCFRT members and State staff. Handouts are limited to two pages (paper size: 8.5" by 11", one side only). Handouts must be emailed to [cfirt@dshs.texas.gov](mailto:cfirt@dshs.texas.gov) immediately after pre-registering, but no later than 5:00 p.m., Wednesday, February 12, 2025, and include the name of the person who will be commenting. Do not include health or other confidential information in your comments or handouts. Staff will not read handouts aloud during the meeting, but handouts will be provided to SCFRT members and State staff.

2. **Written comments:** Members of the public may provide written public comments by completing a Public Comment Registration form at [https://texashhsmeetings.org/SCFRT-PCReg\\_FEB2025](https://texashhsmeetings.org/SCFRT-PCReg_FEB2025) and emailing the written comments to [cfirt@dshs.texas.gov](mailto:cfirt@dshs.texas.gov) no later than 5:00 p.m., Wednesday, February 12, 2025. Please include your name and the organization you are representing or that you are speaking as a private citizen. Written comments must be emailed to DSHS immediately after pre-registering and include the name of the person who will be commenting. Written comments are limited to two pages (paper size: 8.5" by 11", one side only). Do not include health or other confidential information in your comments. Staff will not read written comments aloud during the meeting, but comments will be provided to SCFRT members and State staff.
3. **Oral comments provided in-person at the meeting location:** Members of the public may provide oral public comment during the meeting in person at the meeting location either by pre-registering using the form above or without pre-registering by completing a form at the entrance to the meeting room. Do not include health or other confidential information in your comments.

**Note: These procedures may be revised at the discretion of Texas Health and Human Services Commission.**

**Contact:** Questions regarding agenda items, content, or meeting arrangements should be directed to Sarah Blezinger, Injury Prevention Coordinator at 512-776-7373 or [cfirt@dshs.texas.gov](mailto:cfirt@dshs.texas.gov).

*This meeting is open to the public. No reservations are required, and there is no cost to attend this meeting.*

*People who want to attend the meeting and require assistive technology or services should contact the interim Injury Prevention Coordinator at 512-776-7373 or [cfirt@dshs.texas.gov](mailto:cfirt@dshs.texas.gov) at least 72 hours before the meeting so arrangements can be made.*