

Elder Abuse Fatality Review Team for 4th Judicial Circuit
Draft Minutes 6/14/21 (rescheduled from 6/7/21)

ATTENDEES: Judge Flower (Co-Chair), Eileen Rodden (WCJ/OVW ALL Coord.), Gregory Patient (APS), Jacklyn Brown (APS), Pat Vitellaro (CCSO), Renae Lewin (Nassau SAO), Octavius Holliday, (SAO), Jody Brandenburg (Hardage-Giddens), Tracie Rayfield (Ombudsman/DOEA), Gary Porter (JSO), A.J. Mack (VyStar), Diane Clark (Hubbard House), David Chapman (SAO)

ABSENT Excused: Linda Levin (Co-Chair), Cindy Chambers (OAG JAX), Randy Wyse

ABSENT: Karen Murillo, Mike Jorgensen, Kristin Gonzalez

The meeting was called to order by Judge Gary Flower and the minutes from 5/3/21 were reviewed. Jody Brandenburg moved to accept the minutes and A.J. Mack seconded.

Octavius Holliday, ASA SAO, described the process of referring closed cases for review to the EAFRT. Octavius forwarded the following regarding case flow.

EAFRT Case Flow Chart

1. Case identified through DCF, SAO Homicide, or JSO Homicide.
2. Verification by ASA Holliday that the case is officially closed. Verification memo needed.
3. ASA Holliday requests through his assistant that a SAO Investigative file is opened.
4. Report opened files to EAFRT.
5. Under that SAO case number, ASA Holliday request that the file be populated through internal Public Record Request. Police Reports, DCF Reports, Photos, Medical Examiner report, Witness Statements, criminal history of involved parties
6. Populated files/cases brought before the Review Team for preliminary discussion of which cases to officially review as well as suggestions of any additional reports/ documentation needed for the file.
7. On the cases decided for official review, copies of the file will be created to disseminate to the entire review team (likely electronically). A hard copy of the investigative file will remain with SA Holliday.
8. Discussion of cases as a team at a monthly meeting.

Further, ASA Holliday reported there will be one file with all reports with Debbie Chastain creating paper files or electronic files. A.J. Mack stated the electronic files be encrypted.

David Chapman, SAO, will ask Public Records Administrator if this press is okay.

ASA Holliday asked what needs to be redacted and Judge Flower will check if one-on-one meetings are permitted, i.e., ASA Holliday and A.J. Mack if meeting to discuss redaction.

Judge Flower offered that State Senator, Aaron Bean will assist with resubmitting the HB 585 in the next legislative session to remedy the bill (develop or resubmit the 'glitch bill').

Eileen Rodden asked that EAFRT select committee members to assist with writing the first DOEA Annual Report.

David Chapman will notice all sub-committee meetings and they will be conducted via Zoom.

It was determined that Eileen will draft an outline of the DOEA report for the 7/12 meeting. Diane Clark agreed to work on the report once the outline is approved.

Adult Protective Services, Jaclyn Brown, presented on Verified Death Findings.

Judge Flower asked if there were any Public Comments, being none Jody Brandenburg moved to close the meeting and Eileen Rodden seconded.