



**January 11, 2013
CCA Board Meeting Minutes
Loveland, Colorado**

Board Members Present: Patrick Allen, MD, President; Brenda Bock, Past President/Secretary; Mike Graeff, Treasurer; Sandy Graeff, George Crocket; John Graham, Lora Thomas; Thomas Canfield, MD; Stephen Lance; Randy Gorton; Art Nordyke, Darrel Brenner

Others Present: Dianne Fairman, Education Coordinator; Debbie Reisdorff, Secretary to CCA Board

Meeting called to order at 1300 by Pat Allen, CCA President

Motion by Mike Graeff, 2nd by Randy Gorton, to adjourn at 1532

<u>Discuss</u>	<u>Conclusion/Recommendation</u>	<u>Action</u>	<u>Status</u>
Previous Meeting Minutes	Review of Minutes of September CCA Board Meeting, Motion to accept by Randy Gorton, 2nd by George Crocket, was adopted unanimously as follows: "The Minutes of the previous meeting are accepted as corrected."	None	Closed
Secretary Report	No report	None	Closed
Treasurer's Report	CCA Board reviewed Treasurer's report. Checking \$ 57,007.74 Savings \$ 57,418.84 Ike Miller \$ 10,316.00 Total \$124,742.58	None	Closed
	Darrel Brenner will send out 2013 dues notices 1/11 & 1/12, with payments going to Mike Graeff. Secretary will process the 2014 membership dues. Motion to accept by George Crocket, 2nd by Brenda Bock, was adopted unanimously as follows: "The Treasurer report is accepted."	None	Closed
Public Comment	No public present.	None	Closed

<u>Discuss</u>	<u>Conclusion/Recommendation</u>	<u>Action</u>	<u>Status</u>
Darrel Brenner Retirement	Darrel announced his retirement as Washington County Coroner effective 12/31/12, and his resignation as CCA Vice President and from the CCA Board.	None	Closed
CPA Update	Mike and Sandy Graeff discussed the status of the progress that has been made by Linda Holdredge, CPA to reinstate the CCA's tax exempt status. Holdredge will file the 2012 taxes, waiting until April hoping that tax exempt status will be reinstated.	Update	Open
Speaker Fees	Will be addressed at March 2013 meeting.	Update	Open
Executive Secretary	The CCA sub-committee appointed to review applications met on 1/11/13 at 1200, reviewed the applications. Debbie Reisdorff was hired as a contract worker for position of Executive Secretary. Dianne Fairman is trending towards retiring from coordinator position, will continue to help with the upcoming June Conference.	Position Filled	Closed
Education	<p>June Conference at Embassy Suites, Colorado Springs, June 5-7, 2013.</p> <p>Fall training, possible locations are Gunnison, Breckenridge, Winter Park, Glenwood Springs.</p> <p>Dianne Fairman asked Board to discuss speaker fees range for paying keynote speaker. Will contact possible keynote Speakers and fees charged, will bring to Board for discussion.</p>	Update	Open
	<p>Brenda Bock reported that the entertainment for Banquet at June conference will be comedian Chris Roth from 5 Star Entertainment. Fee is \$1,600.</p> <p>Motion by Brendato hire and pay, 2nd by Randy, Motion passed.</p>	None	Closed
Donor Alliance	Coroners met with Nico Pratt regarding some concerns Meeting was productive. Will continue to work with Nico.	None	Closed

Discuss	Conclusion/Recommendation	Action	Status
Retiring Coroners	Retiring Coroners as of 12/31/12 are Darrel Brenner, Washington; Dorothy Twellman, Fremont; Carol Huser, LaPlata County. Amy Martin, Denver County is planning to retire in November 2013. CCA Board will reach out to all the new coroners. Cheryl Kraich, Washington; Carlette Brocious, Fremont; Jann Smith, La Plata.	None	Closed
Open Position On CCA Board	Discussed if appoint person to board now or wait until June Conference when Darrel's position is one of six board members up for re-election: Darrel Brenner, George Crocket, Sandy Graeff, John Graham, Lora Thomas and Art Nordyke.	Announce with other positions at June Conference	Closed
Lobbyist	Peg Ackerman submitted letter of resignation as Lobbyist for CCA, effective December 31, 2012. CCA will continue working with Steve Balcerovich. Will also hire another lobbyist, fees will stay the same.	None	Closed
Standing Committee Reports:			
Ethics	No complaints	None	Closed
Legislative	Committee has been working with Lobbyist on House Bill "Duties Of Coroners". Pat Allen, Lora Thomas, Bob Bux, Zane Laubhan have attended Legislative meetings. Extensive and detailed review of House Bill draft dated 1/7/13 by CCA Board. After discussion, CCA Board gave Legislative Committee Permission to proceed with House Bill.	Update Progress	Open
Coroner Assist	Randy Gorton volunteered as the Eastern county contact for the Coroner Assist Team. Darrel will write up description of duties for Coroner Assist Team. There has been no requests for the Coroner Assist Team	None	Closed
Certification	Brenda Bock stated there are currently 117 Certified Death Investigators. George recommended to just Send out expiration sticker to attach to certificate. Would save postage and paper.. Brenda will look Into this recommendation.	None	Closed

<u>Discuss</u>	<u>Conclusion/Recommendation</u>	<u>Action</u>	<u>Status</u>
Finance	Randy Gorton made motion, 2nd by George Crocket, Motion passed; As long as there is a CPA, the finance committee become inactive, as the CPA will monitor the financial books.	None	Closed
Ike Miller and Scholarships	George Crocket state that only one of the three Ike Miller scholarships has been used. Will contact other two recipients for status. Will add to the June Conference an announcement about the Ike Miller Scholarship.	None	Closed
Marketing	Sandy Graeff stated that they are ordering new items asking for input. Suggestions such as Gortex jacket with CORONER on back and coroner badge on front.	None	Closed
Website	Brenda Bock stated that website is working well.	None	Closed
Outside Committees	George Crocket stated no new information on Outside Committees.	None	Closed
CCSTB	Tom Canfield reported three members will be leaving On March 1, 2013. Individuals must apply for a position on the CCSTB Board. Brenda Bock asked if Coroner Certification could be handled by CCSTB same as POST Certification. Dr. Canfield will take question to next CCSTB Board Meeting.	None	Closed
Next CCA Board Mtg	The next CCA Board meeting will be late March/early April, exact date, time and location to be determined.	None	Closed

Recorded by Debbie Reisdorff
Secretary to CCA Board