



April 11, 2013
CCA Board Meeting Minutes
Jefferson County Coroner Office, Golden Colorado

Board Members Present: Patrick Allen, MD, President; Mike Graeff, Treasurer; Lora Thomas, John Graham, Art Nordyke, George Crocket, Randy Gorton, Conference Call: Thomas Canfield, MD; Stephen Lance, Sandy Graeff; Excused Absence: Brenda Bock

Executive Secretary: Debbie Reisdorff

Guest: Charlene Gorton

Meeting called to order at 1300 by Patrick Allen, MD, CCA President

Motion to adjourn by George Crocket, 2nd by Randy Gorton at 1541

<u>Discuss</u>	<u>Conclusion/Recommendation</u>	<u>Action</u>	<u>Status</u>
Previous Meeting Minutes	Review of Minutes of 1/11/13 Board Meeting Motion to accept by George Crocket, 2nd by Randy Gorton, was adopted unanimously as follows: “The Minutes of the previous meeting are accepted as corrected.”	None	Closed
Treasurers Report	Mike Graeff review balances available in CCA accounts Ike Miller Fund \$ 10,316 Checking \$ 23,827 Savings \$ 107,419 Total \$ 141,562 Motion to accept by Randy Gorton, 2nd by George Crocket, was adopted unanimously as follows: The Treasurer report is accepted.” <ul style="list-style-type: none"> • Transferred \$50,000 from Checking to Savings. • Emil Sante & Tom Perrin attended St. Louis University, on the Ike Miller Scholarship awarded retrospectively June 2011 and June 2012. Question? What is average Scholarship cost. • CPA has asked the CCA to track detailed expenses, i.e. mileage, merchandise, recurring expenses, etc. • Treasurer now using Quick Books to track income and expenses by type. P&L report distributed to CCA board. • 13 Coroners have not yet paid CCA dues. • Trailer plates have been renewed. • Appeal to IRS on reinstating nonprofit status is still in process, may take 8 months or more. Board approved to pay CPA bill when received. 	None	Closed
	<ul style="list-style-type: none"> • Update at June Meeting 	Update at June Meeting	Open

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Discuss	Conclusion/Recommendation	Action	Status
Lobbyist Contract	Motion by George Crocket, 2nd by John Graham, adopted unanimously “to pay Lobbyist \$1,750 per month for April, May and June.” New contract will be submitted by Steve Balcerovich and Kathleen Oatis, with effective date of July 1, 2013 thru June 30, 2014.	Review at June Board Meeting	Open
CCSTB	Sandy Graeff, working with Janet Larson, CCSTB, to streamline process for submission of Coroner Continuing Education hours. Will have daily sign-in sheets. Debbie Reisdorff will take care of details.	Implement at June Conference	Closed
Open Records	Carl Blesch, Jefferson County Deputy Coroner gave presentation on Open Records, clarifying release in many areas re CRS 24-72-201, Section 203 & 204 are important sections and exemptions, covering autopsies are public record, sealing autopsy records, release under subpoena, etc. Dr. Canfield asked that the statute for open records be published for the Coroners.	Speaker at future training	Closed
Colorado Mesa University	John Graham asked if the Continuing Education hours from courses “Human Remains Recovery” and “The Decomposition of Human Remains”, be accepted by CCA Certification and CCSTB.	Will check on Cont Educ hours	Open
By-Laws & Policy Manual	Last update was June 2009. Copies distributed to Board, will review, make recommendations for changes and have vote of membership at June General Meeting if any changes made.	Review at June Meeting	Open
CCA Records	Motion by Mike Graeff, 2nd by Art Nordyke, adopted unanimously “ Permanent storage location for CCA Records will be held by Executive Secretary.”	None	Closed
Board Term	Election of 6 positions will be done at June Conference. Anyone interested in running (new and incumbent) will need to submit intent in writing to Debbie Reisdorff. Will be announced in the May Newsletter and on website	Election June General Meeting	Closed
Coroner CV/Bio	General information will help with continuing education information for future legislation.	None	Closed

Discuss	Conclusion/Recommendation	Action	Status
Donor Alliance	Nico Pratt resigned from Donor Alliance. No replacement known at this date.	None	Closed

Standing Committee Reports:

Certification	Sandy Graeff reminded everyone to send forms to Brenda Bock.	None	Closed
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Coroner Assist	No requests. Randy Gorton will put together guidelines and will forward to Debbie Reisdorff for distribution.	Written Guidelines	Open
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Education	<ul style="list-style-type: none"> Debbie Reisdorff - June conference agenda is complete, finalizing Embassy Suites arrangements, registrations are coming in. 	None	Closed
	<ul style="list-style-type: none"> Three speakers have asked for payment, one \$500 and two \$250, total \$1,000. 	None	Closed
	<ul style="list-style-type: none"> Fall Training set for November 21-22. Location decision at next meeting. 	Review at June Meeting	Open
	<ul style="list-style-type: none"> Clarification and definition of "Intern" Reviewed CCA Board Minutes of April 5, 2003 meeting regarding Intern Education Program recognized by CCA. Board determined that Intern is identified as "Non-paid position, defined program with formal training and/or accredited program with certificate at completion of program." 	None	Closed
	<ul style="list-style-type: none"> Speaker Policy - Will review at June board meeting 	None	Open

Ethics	No complaints	None	Closed
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Legislative	<ul style="list-style-type: none"> Patrick Allen, MD gave update on HB 13-1097 "Duties of Coroner" which was signed by Governor Hickenlooper on 4/4/13. All Coroners were emailed a copy of the final bill. There was good participation from coroners. 	None	Closed
	<ul style="list-style-type: none"> Proposed House Bill "Statutory Changes to Child Fatality Review Teams", this proposed bill conflicts with current statutes. Our Lobbyists are actively working on this Bill. 	Lobbyist will monitor	Closed

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	<ul style="list-style-type: none"> • HB 13-1256 SUDEP Bill is part of a National movement backed by families of who have had family member die due to epilepsy. This bill was brought to CCA attention by our Lobbyists. Since our involvement, CCA received an invitation to attend meeting in New York. Board determined important to have representation at this meeting. Motion by George Crocket, 2nd by Mike Graeff, adopted unanimously “CCA earmark up to \$3,000 to send a pathologist to New York for June 18th SUDEP meeting.” 	Lobbyist will monitor	Closed
Marketing	Sample of Conference give away was distributed to Board members. June 2013 Conference is the 25 th will have a few more “special” items.	None	Closed
Outside Committees	CCSTB - Thomas Canfield MD stated that there are three vacancies to be filled. Will update when selection is complete.	None	Closed
	Legislative Salary – Patrick Allen will talk to Bob Fowler As there has been conversation of increase. Will have Lobbyist look into this.	Report at next Meeting	Open
	ESF8, SEMTAC & SAHAC deal with hospitals, social services and are a means to receiving grant money.	None	Closed
Public Relations & Website	Contact Debbie Reisdorff regarding any updates, changes, corrections or new information.	None	Closed
Scholarship	June conference scholarship recipients were chosen by the Scholarship committee. Jerry Fraser, El Paso; Rondee Smith, Denver; Darlene Grippo, Teller; Todd Pederson, Elbert; Rod McCleren, Logan; Thomas Myers, Dolores	None	Closed
	Ike Miller - Will announce 2013 Scholarship application process on website, May newsletter and at June Conference.	None	Closed

Recorded by Debbie Reisdorff
Executive Secretary