



January 30, 2014
CCA Board Meeting Minutes
Douglas County Coroner Office, Castle Rock, Colorado

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

Meeting called to order at 1214 by Patrick Allen, MD, CCA President
 Motion to adjourn at 1409 by Mike Graeff, 2nd by Mark Ward

Discuss	Conclusion/Recommendation	Action	Status
Previous Meeting Minutes	Review of Minutes of November 13, 2013 CCA Board Board Meeting, Motion to accept by Randy Gorton, 2nd by Mike Graeff, was adopted unanimously as follows: "The Minutes of the previous meeting are accepted."	None	Closed
Treasurer's Report	Mike Graeff presented the Treasurer's Report. Savings \$97,602.14 Checking \$12,173.43 Ike Miller \$ 8,195.93 Total \$117,971.50 Motion to accept Treasurer's Report by George Crocket, 2nd by Dr. Canfield, was adopted unanimously as follows: "The Treasurer Report is accepted."	None	Closed
	CPA is taking care of IRS Tax Reports and all are current. Original letter from IRS will be retained by Treasurer with copy retained by executive secretary.	None	Closed
Public Comment	No public present.	None	Closed

Discuss	Conclusion/Recommendation	Action	Status
Old Business:			
Policy Manual	Discussion and motion to change name of Ethics Committee to Peer Review Committee to more accurately reflect what Committee does. Motion by Mike Graeff, 2nd Randy Gorton, Vote was unanimous.	Changes will be made to Policy manual	Closed
	Board discussed changing the wording on Page 7 Section 8.3 to read: Annually, in January, a committee shall be appointed by the Board to review these Policies. Membership on the committee may be Board members or CCA members who are not on the Board. Membership must number at least three persons, appointed by the Board President. Motion by Patrick Allen, MD, 2nd by George Crocket, Vote was unanimous.		
By-Laws	Discussion and no changes made to the By-Laws	None	Closed
Coroner Bios	We have received 25 CV/ bios from Coroners. We need as many as possible as we have no demographic info for the Coroners, which would be valuable for general data showing experience, training and education. All information will be anonymous.	Deb will contact Coroners who have not submitted information	Open
New Business:			
Denver County Coroner	Patrick Allen, MD introduced John Caruso, MD, newly appointed Denver County Coroner/ME.	None	Closed
Membership Dues	Membership dues have been mailed to Coroners.	None	Closed
Standing Committee Reports:			
Certification	Brenda stated that there are 120 active CCA Certified Death Investigators.	None	Closed
	Updated Certification Folders will be made and Distributed at the June Conference	None	Closed
Coroner Assist Team	Randy Gorton reported that no assistance has been requested.	None	Closed

Discuss	Conclusion/Recommendation	Action	Status
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Education	Dr. Canfield expressed concern that the 2013 Fall Training hours were not enough to fulfill the 16 hours needed per year. Discussion-increase to longer days or 2 ½ days.	None	Closed
	Date for fall meeting discussed. Motion by Brenda Bock 2nd by George Crocket, increase fall training to 2 ½ days on October 29, 30, 31, 2014. Motion passed.	None	Closed
	Dates for June 2015 Conference will be June 3, 4, 5, 2015	None	Closed
	New Coroner Institute will most likely be 2 nd week in December, 2014.	None	Closed
Peer Review Committee	Peer Review Committee will continue to be comprised of the Executive Committee of the Board of Directors.	None	Closed
Legislative	Open Records law is in review, not yet a House Bill Status unknown at this time.	Will update	Closed
Scholarship/ Ike Miller	Cost to CCA is approximately \$3,000. Will continue to issue one per year.	None	Closed
Scholarship/ Training	Will continue to offer eight total scholarships, will now offer 4 at June Conference and 4 at Fall Training.	None	Closed
Website and Public Relations	Brenda Bock received two bids for CCA website Webmaster, after review and discussion, motion by Randy Gorton and 2nd by Mark Ward to use Triple Designs, vote was unanimous.	Brenda and Debbie will work on project	Open
Outside Committees:			
	CCSTB – Dr. Canfield stated that the Governor has Not yet made appointments.	None	Closed
	Legislative Salary Committee - Bob Fowler attended a Meeting on January 28 th and the salary bill was not Introduced and may not come out of Legislature in 2014 because of elections.	None	Closed

Recorded by Debbie Reisdorff
CCA Executive Secretary