



June 17, 2014
CCA Board Meeting Minutes
Hilton Hotel, Fort Collins, Colorado

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

Meeting called to order at 1735 by Patrick Allen, MD, CCA President
 Motion to adjourn at 1954 by Randy Gorton, 2nd by Lora Thomas

<u>Discuss</u>	<u>Conclusion/Recommendation</u>	<u>Action</u>	<u>Status</u>
Introduction:	Dr. Allen introduction of Jenny Howe, new CCA Executive Secretary	None	Closed
Previous Meeting Minutes:	Review of Minutes of April 10, 2014 CCA Board Meeting, Motion by George Crocket to accept amended minutes (adding Mark Ward to attendance) accepted, 2nd by Randy Gorton, was adopted unanimously as follows: "The Minutes of the previous meeting are accepted as corrected."	None	Closed
Secretary's Report :	130 Attendees registered for 26 th Annual Conference 7 Vendors paid @ \$350 71 Members paid @ \$325 11 Individuals (Non-Members) paid @ \$375 4 Interns paid @ \$125 Plus CCA Board, staff, and speakers.	None	Closed

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Treasurer's Report:	<p>Mike Graeff reported that the CCA is in good financial shape with the following balances:</p> <table> <tr> <td>Chase Savings</td> <td>\$ 97,642.12</td> </tr> <tr> <td>Chase Checking</td> <td>\$ 60,744.39</td> </tr> <tr> <td>Chase Ike Miller</td> <td>\$ 8,195.93 (with \$1,000 to deposit)</td> </tr> <tr> <td>Total</td> <td>\$166,582.44</td> </tr> </table> <p>Motion to accept Treasurer's Report by Dr. Allen, 2nd by George Crocket, was adopted unanimously as follows: "The Treasurer Report is accepted."</p> <p>Baca County has not yet paid their dues, and Huerfano County's check is in the mail.</p>	Chase Savings	\$ 97,642.12	Chase Checking	\$ 60,744.39	Chase Ike Miller	\$ 8,195.93 (with \$1,000 to deposit)	Total	\$166,582.44	None	Closed
Chase Savings	\$ 97,642.12										
Chase Checking	\$ 60,744.39										
Chase Ike Miller	\$ 8,195.93 (with \$1,000 to deposit)										
Total	\$166,582.44										
Public Comment:	No public present.	None	Closed								
Old Business:		None	Closed								
New Business:	Regan Wood (Summit) running for open position on Board. Hand vote – affirmative vote was decided. Regan Wood is an official member of the Board.	None	Closed								
Directors Liability Insurance:	<p>General Director's liability insurance at \$1 million. Covers Directors and Officers in their duties and "omissions." Mike looked at additional bids, and could not find an insurer interested due to our lack of assets.</p> <p>Motion by George Crocket to pay insurance policy premium amount of \$2,161 annually, 2nd by Brenda Bock. Motion passed unanimously.</p>	None	Closed								
Standing Committee Reports:											
Certification	<p>Brenda Bock reported that there are 134 Certified Death Investigators, 45 of which are Coroners. George Crocket suggested getting all counties involved. Dr. Allen reminded the Board that we will have new Coroners coming into office in the next few months. Currently, 64 hours are required for certification of Coroner's, which Dr. Canfield said shows CCA has higher standards for Coroner's than Deputies.</p> <p>Members need to be made aware of the increase in training hours, and Dr. Allen said he would bring it up at the General Meeting on June 18.</p>	None	Closed								

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Coroner Assist Team:	Mark Ward has been working on a Memo of Understanding – MOU – for Mutual Aid during a crisis. Dr. Allen encouraged him to pursue the matter. Randy Gorton feels now is a good time to discuss and work on this with the new Coroners coming into office.	Mark Ward	Open
Education:	Fall Conference is October 29-31, 2014 at The Holiday Inn in Frisco. Contract has been signed.	None	Closed
	Location for June, 2015 Conference was narrowed down to 2 locations for the CCA General Members to vote on: The DoubleTree at Stapleton and the DoubleTree in Colorado Springs.	Vote for location in Gen. Member Meeting	Open
MLDI	Will be held in Fall 2015. CCA will put on instead of fall training.	None	Closed
Peer Review Committee:	Nothing to report	None	Closed
Legislative:	Concern expressed about salary bill. Dr. Allen will address along with lobbyists, Steve and Kathy, at General Membership meeting.	None	Closed
	HB 14-1186 Medical Records with Coroner exemption has passed.	None	Closed
	Field Pronouncement Protocols Question asked: Can CCA propose a guideline for pronouncement of death during transport (ambulance and helicopter) so Coroner's can determine jurisdiction?	Dr. Allen and Zane L. will work on	Open
Marketing and Promotions:	There wasn't a lot of money spent this year on items for the store and giveaway. Mark Ward has ideas for promotions and sales items.	None	Closed
	Suggestion: awards for certified MDI's – pins or badges. Items would be awarded and not available for sale.		

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Website and Public Relations:	Vanessa Villalobos is great. Vendors are now listed on website.	None	Closed
Scholarship/ Ike Miller:	Application chosen for the Ike Miller Scholarship. Marshall Flick Deputy Coroner, San Miguel County.	None	Closed
Scholarship/ Conference and Training:	There were four scholarships awarded for June Conference: Audra Keith (Pitkin - unused); Dani Paszek (Fremont); Matt Reid (El Paso); Regan Wood (Summit). One person had to cancel. Too late to award another recipient.	None	Closed
Outside Committees: CCSTB	New Coroner Training for Dec. 2014. Janet Larson is no longer the contact person for CCSTB. Discussion about whether or not CCA should be involved or responsible for training. Colorado State Health Department is responsible for training, and CCA will be available for assistance. Dr. Allen will call CCSTB next week and settle the matter.		
State Child Fatality Committee	Child fatality review board is mandated. Every office needs to have a person responsible for reporting. SUID form is required on all infant deaths.	None	Closed
Legislative Salary Committee	Salary bill was put on hold and will be discussed further at the General Membership Meeting.	None	Closed
ESF8 & SAHA	Website with resources that are available is being developed. State Bill 14-162 establishes a peer-review system and Quality Management Programs for Emergency Medical Service Providers.	Zane Laubhan	Open
NVDRS	National Violent Deaths Reporting System asking CCA to write a letter of support/endorsement for continuance so they may apply for and receive grant money. Approval by the Board was unanimous. Dr. Allen will write the letter.	Dr. Allen	Open
Recorded by jenny howe CCA Executive Secretary			