



**Colorado Coroners Association  
Board Meeting Minutes  
Double Tree Hotel by Hilton, Colorado Springs  
Tuesday, June 2, 2015, 17:30**

**Call Meeting to Order: 1735**

**Present:** Brenda Bock, President; Randy Gorton, Vice President; George Crocket, Secretary; Mike Graeff, Treasurer; Sandy Graeff; Mark Ward; Patrick Allen, MD; John Graham; Art Nordyke; Thomas Canfield; Jenny Howe, Executive Secretary; Guest – Donna Taylor

**Secretary's Report:** George Crocket

Motion to approve minutes from April 20, 2015 Board meeting. Second; motion accepted unanimously.

**CLOSED**

**Treasurer's Report:** Mike Graeff

Checking Account Balance: \$37,362.70

Savings Account Balance: \$77,722.65

Ike Miller Scholarship Fund: \$8,701.79

Education Fund: \$41,120.35

Motion to approve and accept Treasurer's Report. Second; motion accepted unanimously.

**CLOSED**

**Public Comment:** None

**Old Business:** None

**New Business:**

Brenda Bock

Reviewed 6 open Board Member positions and Candidates

- 4 Current Board Members (Nordyke, Crocket, S. Graeff, Graham)
- 3 "New" individuals (D. Taylor, E. Ortiz and R. Glassmire)

Dues

Discussion regarding an additional fee for late conference registrations and conference fees for counties who are delinquent in paying dues. A late registration is anything submitted after the date the Hotel sets as a cut-off, typically 30 days out. The date will be listed on the registration form.

Motion to assess a late fee of \$50 to late registrations and counties delinquent on their dues. Late registrations, counties that are delinquent on their dues payment and non-members shall pay \$50 more than current members and members who register before the deadline. Second; motion accepted unanimously. **CLOSED**

Discussed proposed increases in 2016 dues that will be presented at the General Meeting. An increase is needed to cover increases in cost of conferences and the cost of doing business. Motion to present a 20% increase in dues at the General Memberships meeting. Second; motion accepted unanimously.

**CLOSED**

Conference Fees:

Executive Board and Executive Secretary will decide on and set conference prices, based on hotel costs.

**CLOSED**

### **Donor Alliance**

Jennifer Prinz, COO, presented 5 years worth of rule out data, as well as the new coroner protocol.

### **Amending the Policy to allow dial-in to the Board meetings**

Current policy states that non-Board members are not allowed to call in via the conference phone.

Motion to allow CCA members to attend Board meetings in person, but not via the conference phone.

The conference phone is reserved for Board use only. Second; motion accepted unanimously.

**CLOSED**

### **Standing Committee Reports:**

**Certification:** Jen Howe

4 "New" certifications in 1<sup>st</sup> Quarter and 2 in 2<sup>nd</sup> Quarter;

4 "Re-new" certifications.

There are currently 128 known "Active" individuals.

### **Coroner Assist Team**

Randy Gorton, Mark Ward,

MOU/IGA Update – Mark has received many comments and requests for changes. He and the committee will look over and decide what changes to make.

**OPEN**

### **Education**

Brenda Bock, Randy Gorton, Jen Howe

- POST and ABMDI have approved the June 2015 instructors/courses as presented.
- Special meal and dietary requests at Conferences. Discussion. No action will be taken at this time.
- Fall Conference will be held at the DoubleTree Hotel in Grand Junction October 7, 8 and 9, 2015  
Format will be MLDI schedule and topics.
- June 2016 Conference Location will be the Fort Collins Hilton June 8-10, 2016.

- Conference Registration Fees
  - Only one person per registration fee will be allowed to attend conference.
  - Registration fee will not be broken down to allow a “per-day” registration.
  - The deadline for requesting refunds or carry-overs may be granted at the discretion of the Executive Board and the Executive Secretary until 6 days prior to the conference. After that time, no refunds or carry-overs will be allowed, due to the deadline the hotel sets for final counts. **CLOSED**

**CCSTB:** Brenda Bock, Randy Gorton, Dr. Allen

Nothing to note

**Peer Review:** Board Executive Committee

The Executive Board will review and reiterate the statutory requirements to receive Transfer of Jurisdiction at the General Membership meeting. **CLOSED**

**Legislative:** Dr. Allen, Brenda Bock, Dr. Bux, Randy Gorton, Dr. Thomas Canfield

Nothing to note

### **Marketing & Promotions**

Mike Graeff, Sandy Graeff, George Crocket

- Pins for Certified Death Investigators will be presented Thursday (6/4/15) evening during the Social Hour.
- Belt Buckles
  - 25 Limited Edition, numbered belt buckles are ready for sale at Conference.

### **Public Relations & Website**

Brenda Bock, Jen Howe

- Secured link for Coroners: By-Laws, Policies, phone list, will be added to the website.

### **Scholarships**

George Crocket, Art Nordyke, Randy Gorton, Mark Ward

- 3 Scholarships for June Conference awarded to 4 applicants
  - Greystone Abbott from Archuleta County received a partial scholarship - hotel room
  - Abigail D’Agostino from El Paso County received a partial scholarship - conference
  - Ziyad Zakaria from Weld County received a full scholarship – hotel and conference
  - Laura Lenihan from Montrose received a full scholarship – hotel and conference
  - Applicants are required to be currently employed by a Colorado Coroner’s Office
  -

**Outside Committees:** George Crocket

Nothing to note

**ESF8:** Brenda Bock

Zane Laubhan has resigned from this position.

**Ebola:** Brenda Bock

CDC and Federal Guidelines will handle any Ebola cases

**Next Board Meeting**

- October 6, 2015 at the Double Tree Hotel in Grand Junction at 1730

**Adjourn: 2010**