

WISCONSIN CORONER'S AND MEDICAL EXAMINER'S ASSOCIATION
BOARD OF DIRECTOR'S MEETING
June 6, 2010 at 6:00 PM
Chula Vista Resort, Wisconsin Dells, WI

=== APPROVED ===

An attendance sheet was passed; the following people were in attendance: Jon Hagen (Outagamie), Dr. Doug Kelley (Fond du Lac), Jenifer Keach (Rock), Christal Lippincott (Rock), Garry Kronstedt (Wood), Barry Irmen (Dane), Joe Morovits (Crawford), Paul Mattlin (Portage), Laurie Hagene (RTI Donor Services), Marc Playman (webmaster, MTF), Al Klimek (Brown), P.J. Schoebel (Dodge), Jennifer Schroeter (Waukesha), Lou Brady (Juneau), Robert Kulhanek (Sheboygan), Richard Schleifer (Clark), John Larson (Marathon), Angela Hinze (Columbia) and Mark Schoeberle (Portage).

I. **Call to Order:** The meeting was called to order by President Jenifer Keach at 1810 hours.

II. **Approval of Agenda:** A MOTION (Klimek/Larson) was made to approve the agenda for the meeting. Passed unanimously on voice vote.

III. **Approval of minutes from April 9, 2010 Board of Directors meeting:** A MOTION (Larson/Schoebel) was made to approve the minutes from the April 9, 2010 meeting. Passed unanimously on voice vote.

IV. **President's Report:** Jenifer Keach

A. **Report of costs associated with hiring professional services to manage the WCMEA website.** Jenifer has not yet had time to pursue this, as she has had issues in her own county. Marc Playman is willing to research this, and he has been serving WCMEA as serving as webmaster previously. Marc feels we should get a new server.

Jenifer thanked everyone for their support in her year as President.

V. **First Vice President's Report:** Angela Hinze.

A. **June 2010 Conference Update:** 72 registrants. 13 vendor tables. Boat trip scheduled for Monday night. Banquet for Tuesday night. Difficulty in getting businesses to donate door prizes. Conference starts at 8:00 a.m. on Monday, breakfast will be served.

B. **Education Committee Report**

VI. **Second Vice President's Report:** Lou Brady

A. **Membership Committee report** 241 paid memberships, of which 229 are coroner/ME's. We currently have 14 counties that are not represented.

VII. Secretary's Report: Jon Hagen

VIII. Treasurer's Report: Bob Kulhanek

- A. Finance Committee Report: Balance is \$99,455.89, prior to paying the bills for the upcoming conference. Bob provided us with a written report.**

IX. Sergeant-at-Arms Report: P.J. Schoebel

- A. Merchandise Committee Report: We did buy sweatshirts to sell at this conference, as well as polo shirts. P.J. spent \$2862 for merchandise for this conference, and was allocated \$3000 earlier.**

X. Member-at-Large Report: Richard Schliefer

Richard received an email for someone who is interested in being elected to the BOD. He will forward to the nominating committee (John Larson, Richard Schliefer, Dr. Doug Kelley).

XI. Legislative Committee Report: Scott Rifleman did not attend. Scott called Jenifer and told her that there is nothing new. Act 259 (public access to certain law enforcement records may not be re-released) is included in these minutes.

- A. Update on 979 Revision Legislation
B. Other legislation affecting MLDI**

XII. Information/Technology Report: Marc Playman 12% increase in website visits since last year. Marc said there are web-based programs that can be used to keep track of data for each county's information. Marc feels the WCMEA could develop a program to serve counties that are a member of the Association. Marc feels he could write the program. He said that he read that only 25% of C/ME offices nationwide track data electronically.

XIII. Newsletter Committee Report: Jennifer Schroeter. Patti and Jenny want to thank everyone for their support. The BOD expressed their appreciation for the great job they have been doing in producing "The Examiner."

XIV. Trustee Reports

- A. One-year trustee – John Larson: Asked for input for the Nominating Committee.
B. Two-year trustee – Barry Irmens: Nothing to report.
C. Three year trustee – Al Klimek: Nothing to report.**

XV. Old Business

- A. Travel and hotel costs for BOD associated with meetings: Discussion heard about Board members being reimbursed for travel, meeting or conference expenses. This would include mileage, rooms, meals, etc. Everyone attending supported this idea. A MOTION (Schoebel/Larson) that all Board of Directors and Committee chairpersons get their rooms reimbursed at the "state rate", meals reimbursed and mileage at the "state rate." Committee members will be considered**

for this benefit, at the discretion of the BOD and Committee chairperson. A request for reimbursement, with proper receipts, must be provided in writing to the Treasurer. Discussion was heard. Passed unanimously on voice vote.

- B. **Tax status: Bob Kulhanek.** He has met with people knowledgeable in this area. If we apply for tax exempt status, it would be best if we did it as an “Educational” group. No legislative lobbying is permitted for tax exempt groups. Once you are listed as “tax exempt,” it is very difficult to change from that status. Discussion was heard, and the feeling was that it would not be beneficial to seek a tax exempt status.

Bob asked if the WCMEA has “errors and omissions” insurance? Currently, we do not. Bob will seek more information regarding this.

WCMEA is a 501-c-6.

XVI. New Business

- A. **“What the WCMEA does for me” contest – approval of prize: Jennifer Schroeter.** She would like to have members write essay’s, addressing this topic. She would like to offer prizes to the winners, after they are judged by the BOD. The winning entries would be featured in “The Examiner,” with photos of the winners. A MOTION (Hinze/Hagen) was made to let the Newsletter Committee develop this, with a \$500 cap on awarded prizes.
- B. **Students/Interns attendance at conferences – reduced fee approval.** Discussion was heard regarding this (3 students are attending this conference). A MOTION (Kulhanek/Schliefer) \$100 for full conference including the banquet, or a \$30 per day fee that does not include the banquet. Passed with opposition. Guidelines do need to be drawn up for students at future conferences.
- C. **Contract with a Webmaster service provider – approval needed.** Marc Playman will research this.
- D. **Child Death Review in Wisconsin: Dr. Kelley.** He discussed the formation of these groups. These groups are seeking WCMEA endorsement for their legislation. Dr. Kelley feels that our organization should be supportive of them in their efforts. 27 Wisconsin counties currently have death review groups in place. A MOTION (Kelley/Klimek) was made to support the Wisconsin Death Review Program and offer our assistance with their state legislation. Passed unanimously.
- E. **Discussion on new by-laws and the Constitution: Dr. Kelley.** He feels that we need to clarify that the three-year trustee is elected and not appointed. Dr. Kelley will speak to Jenifer about language clarifications, which would then be presented to the membership at the Annual Meeting on Tuesday, June 8.

XVII. Announcements: None.

XVI. Adjournment: A MOTION (Hinze/Schoebel) was made to adjourn the meeting at 1956 hours. Passed unanimously.

Respectfully submitted,

**Jon K. Hagen, RN, BSN, D-ABMDI
Secretary, WCMEA
Chief Deputy Coroner, Outagamie County.**