

WISCONSIN CORONER'S AND MEDICAL EXAMINER'S ASSOCIATION
BOARD OF DIRECTOR'S MEETING
RADISSON PAPER VALLEY HOTEL, APPLETON
FRIDAY, DECEMBER 16, 2011

The meeting was called to order by President Al Klimek at 1:30 p.m. Al provided everyone with an agenda for the meeting.

An attendance sheet was passed. Those in attendance included: President Al Klimek (Brown, Door, Oconto), 1st Vice-President Angela Hinze (Columbia, Adams), 2nd Vice-President Curt Green (Manitowoc), Secretary Jon Hagen (Outagamie), Treasurer Robert Kulhanek (Sheboygan), Three-year Trustee Barry Irmen (Dane), One-year Trustee John Steers (LaCrosse), Sergeant-at-Arms Paul Mattlin (Portage), Member-at-Large Mary Ricci (Barron), Past President Dr. Doug Kelley (Fond du Lac), and Scott Rifleman (Portage), Legislative Committee. Also attending were Lori Shinstine from ATSF and Rebecca Quall from Wisconsin Tissue Bank.

Two-year trustee Laurie Parisey was absent.

The Board was asked to review the meeting minutes from the Board of Director's meeting on October 2, 2011 in Sturgeon Bay. Bob Kulhanek requested that some wording be changed in the section titled "Treasurer's Report." The sentence will now read "He reported that the WCMEA is recognized as a "not for profit" status and we need to file a tax return to be federally tax-exempt." With that change noted, a MOTION (Kulhanek/Mattlin) was made to accept the minutes as written; passed unanimously on voice vote. With this change, those minutes are considered approved.

PRESIDENT'S REPORT: Al Klimek. Al noted that much of the information in his report are current items that will be discussed today. Al welcomed new members to the Board, including Mary Ricci, Curt Green, Paul Mattlin and Dr. Doug Kelley, who returns to the Board as Past-President. Mary was appointed to the Board by Al as Member-at-Large. Mary was one of 7 applicants for the vacancy.

Al noted that officer reports would be combined with committee chair-person reports for this meeting.

1ST VICE-PRESIDENT/CONFERENCE-EDUCATION COMMITTEE REPORT:
Angela Hinze. The upcoming WCMEA conference will be held April 2-5, 2012 at the Radisson Paper Valley Hotel in Appleton. The keynote speaker will be Dr. Ann McKee. Dr. McKee is a neuropathologist at Boston University and a leader in research regarding chronic traumatic encephalopathy. We also hope to have Dr. McKee offer a presentation to the general public, with an intended audience of athletes, athletic trainers, parents, physicians and coaches. Angela also is planning to contact Dr. Lynn Sheets from Children's Hospital of Wisconsin. Angela is contacting the Wisconsin Police Chief's Association, the Wisconsin Homicide Investigator's, the Wisconsin Sheriff's Association

and the Wisconsin EMS Association, in attempts to build relationships and increase conference attendance.

2nd-VICE-PRESIDENT/MEMBERSHIP COMMITTEE REPORT: Curt Green. Curt has been busy trying to update the membership roster. He has contacted 71 of the 72 counties in Wisconsin to get an updated list of coroners/medical examiners and their deputies. Some people still have no email access. His goal is to complete the current list of members in Quickbooks by January 2012. He also wants to contact each county with the upcoming conference information. Ultimately, he seeks to increase membership of the WCMEA. Discussion was heard about allowing only paid members of the Association to have access to the website (www.wcmea.com). Also, currently we have “google group” email lists for most of the state’s coroners/medical examiners, even if they are not members of the Association. This allows us to contact everyone regarding a variety of issues, including upcoming conferences, 979 legislation, and other matters. It was confirmed that annual membership is for the “individual”; this means that if a person is a member of WCMEA and leaves one county for another, the membership transfers with that person and does not hold a slot for the original county. A discussion was held regarding membership “groups” for each county at a set rate (1-3, 4-7, etc.) but nothing came of it. Discussion was heard regarding ways to get new members to WCMEA, including a discount for the first year for new members. It was noted in the Board of Director’s meeting minutes from 9/28/10 that each new member will get one free WCMEA conference. From the meeting minutes of 9/28/10: *“One Year Trustee: Barry Irmen. Barry discussed the possibility of offering free training to new coroners as a way to generate interest. Angela said she had considered offering different educational tracks at the upcoming conference, one geared towards basic investigation for new people and the other for more advanced investigators. Also WCMEA has purchased training on CD regarding death investigation. A MOTION that WCMEA offer new investigators (Irmen/Schoebel) one free conference (conference fee only; lodging is not included). We also should promote this. Passed unanimously on voice vote.”*

There is a concern that “counties” will no longer budget for WCMEA membership due to the tough economy, budget constraints, etc. Curt says he has a “three-year-plan” to build membership. It was reported that there are a total of 372 death investigators in Wisconsin; current membership of the WCMEA is 221.

SECRETARY’S REPORT: Jon Hagen. Jon has emailed the BOD the typed meeting minutes from the last Board of Director’s meeting and the Annual Meeting in Sturgeon Bay. Also, Barry Irmen has posted both of these on the Association’s website.

TREASURER’S REPORT: Robert Kulhanek. Bob provided us with a written report. He noted that the WCMEA balance on July 1, 2011 was \$98,288.35. The balance on 11/30/2011 was \$93, 812.75, a loss of 8.75% over the last 17 months. He also noted that

the Association lost \$5861.72 on the October 2011 conference, although there are some outstanding bills for unpaid merchandise. He noted that the registration for that conference was dropped to \$175.00 per person. 68 people registered for that conference. He noted we used a total of 204 rooms, broken down as follows: Sunday, Oct. 2: 61 rooms; Monday, Oct. 3, 75 rooms; and Tuesday, Oct. 4, 68 rooms. Bob's written report is attached to these minutes.

TRUSTEE'S REPORT: Barry Irmen, John Steers. Nothing to report, although Barry will report later on the website upgrades.

SERGEANT-AT-ARMS: Paul Mattlin. Paul reported that he will compare the inventory of current WCMEA merchandise and the price sheet as received from Joe Morovits from the last conference. Bob suggested a carbonless, two copy form to be used for merchandise purchases. Paul offered suggestions about a master list of WCMEA merchandise available for purchase, and re-exploring having merchandise available on the website for purchase. Bob noted that the Association has lost about \$3400.00 on merchandise since January 2009; much of this merchandise had been purchased previously and sold at reduced cost.

MEMBER-AT-LARGE: Mary Ricci. Mary is new to the Board and had nothing to report.

PAST PRESIDENT: Dr. Doug Kelly. Nothing to report.

INFORMATION/TECHNOLOGY: Barry Irmen. Barry has made great strides in upgrading our website, www.wcmea.com. The site also features a "secure side" for WCMEA members. Barry is currently working on updating the website, and soon it will be introduced to the membership at large.

LEGISLATIVE: Scott Rifleman. Scott and Al have been busy, attending meetings in Madison regarding the status of 979. They have been with Fern, a draft writer, regarding 979, as well as Representative Amy Sue Vruwink. Scott did present a "Preliminary Draft-Not Ready for Resolution" of 979, reviewing the highlights of the draft. He has worked with the Wisconsin Hospital Association to get the verbage of the draft acceptable to all. He asked the BOD members to review the draft and contact him with potential changes or concerns.

NEWSLETTER: Neither Jenny Schroeter or Patrice Hall were present at the meeting, and had not formally contacted the BOD with a report to be presented. They continue to do a fine job on "The Examiner," the Association's newsletter.

A MOTION (Hinze/Irmen) was made to accept the Officer/Committee reports. Passed unanimously on voice vote.

OLD BUSINESS: Discussion was heard about the possibility of forming districts of WCMEA, including having district representatives to replace the current structure of the

Board of Directors. Curt will survey the membership to see if there is interest in this approach. Future action was tabled until the next Board meeting. A MOTION (Steers/Irmen) to have Curt Green to draft a questionnaire for the WCMEA membership to comment about this idea.

Electronic death certificate filing will soon be presented to the state's coroners/medical examiners. This will likely be introduced a few counties at a time. We may have a speaker at the fall 2011 conference (Dane County) to present to the membership.

NEW BUSINESS: After discussion, it was determined that a committee will need to oversee upcoming conference duties. Al pointed out that as agreed upon at the Green Lake conference in 2009, the following officers are on the conference committee: 1st Vice-President (chair), 2nd Vice-President, Sergeant-at-Arms, Secretary, 2-year trustee (list attached). Angela will develop a time line for duties to be accomplished regarding upcoming conferences. Al will help secure ABMDI credits for the next conference, with Mary Ricci serving in that role for the fall of 2012. Jon will work with Angela to help develop a "save the date" memo for Dr. McKee's evening presentation to the general public for the April 2011 conference.

Discussion was heard about retribution to WCMEA ABMDI members who unfortunately did not receive ABMDI credits to the last two WCMEA conferences; this was due to WCMEA failure to secure credits for these conferences. Angela will comprise a list of who was affected. A MOTION was made (Green/Irmen) that those WCMEA/ADMDI members who attended the last two WCMEA conference (Wisconsin Rapids, spring 2011 and Sturgeon Bay, fall 2011) where ABMDI credits were not awarded will be contacted by Al and offered free conference attendance with lodging reimbursement for the next two years/four WCMEA conferences. To clarify, if a ABMDI-certified WCMEA member attended one conference, they will be eligible to attend one conference free with free lodging within the next two years; if they attending both the spring 2011 and fall 2011 conference and are ABMDI certified, they will be able to attend two conferences free with free lodging within the next two years; this is not able to be carried over or extended beyond that time frame, so will expire at the end of the 2013 fall conference.

Discussion of one conference per year vs. two conferences a year. Discussion died due to lack of discussion and a motion. Will remain at two conferences a year, spring and fall.

Rebecca Quall reported on the merger of the Wisconsin Health Organ Procurement Organization (UW OPO) merging with the BloodCenter of Wisconsin's (BCW) Tissue Bank, a new collaborative relationship. This became effective on December 1, 2011. A letter had been sent out to Wisconsin's coroners and medical examiners about this change. The letter is attached to these minutes. Lori Shinstine was present from ATSF. Discussion was heard. WCMEA will consider a presentation from these groups at the upcoming April conference.

A MOTION (Mattlin/Irmen) was made to charge conference attendees for the spring 2012 conference \$225.00. Passed unanimously on voice vote.

ANNOUNCEMENTS: A block of room for the spring 2012 conference in Appleton has been set aside at the “state rate.”

John Steers announced that in June 2012, (dates to be determined) in the LaCrosse area, a two-day conference will be held regarding death investigation. This will likely be done in conjunction with the Western Wisconsin Technical College. So far, no ABMDI credits have been awarded. Contact John for more information.

A MOTION (Hinze/Ricci) was made to adjourn the meeting at 5:40 p.m.. Passed unanimously on voice vote.

Respectfully submitted,

Jon Hagen, RN, BSN, D-ABMDI
Secretary