

WCMEA BOD Director's Meeting **APPROVED**

Thursday, April 23, 2009 1845 – 2203

Held at the Cress Funeral Home, 1310 Emerald Terrace, Sun Prairie, WI 53590. John Stanley will thank the management for allowing us to hold our meeting at their facility.

An attendance sheet was passed: Jon Hagen (Outagamie), Lou Brady (Juneau), P.J. Schoebel (Dodge), Jennifer Schroeter (Waukesha), Dr. Doug Kelley (Fond du Lac), Robert Kulhanek (Sheboygan), Curt Green (Manitowoc), John Larsen (Marathon), Angela Hinze (Columbia), Al Klimek (Brown), Laurie Hagene (RTI Donor Services), Scott Rifleman (Portage), John Stanley (Dane), Ray Wosepka (Dane, retired), Jenifer Keach (Rock), Barry Busby (Winnebago) and Peggy Peterson.

- I. Call to Order: The meeting was called to order by President Dr. P. Douglas Kelly at 1845 hours.
- II. Approval of minutes from January 4, 2009 Board of Directors meeting. Copies were passed for review, and members had been emailed the minutes previously. A MOTION was made to accept the minutes as presented (Schoebel/Larson). Passed unanimously on voice vote.
- III. President's Report: Dr. Kelley
Compensation issues for website management and newsletter editors revisited: Newsletter now largely electronic, although some members still receive a paper copy. Jon was able to receive \$200 per issue, although he never accepted any money. Discussion was heard. Marc Playman has done a great job on the WCMEA website; Patrice Plungis and Jennifer Schroeter are working on the newsletter. No decision was made; we will continue to monitor the situation and revisit as necessary.

Advertisements for THE EXAMINER: There have been inquiries from agencies interested in advertising, either in the paper or on the website. Discussion was held. A lot of things need to be considered before a decision can be made. If we sell advertising, does that jeopardize our not-for-profit status? Financially, WCMEA is doing well.

Dr. Kelley presented the idea about reorganizing the structure of the Association. He feels the current system is not as efficient as it could be. He feels a Board of Directors and an Executive Director would be a better choice. The Executive Director would be hired, and operate under the direction of the Board of Directors. Duties would include running the organization, overseeing committees, develop business plans, expansion of WCMEA, and to help WCMEA meet its mission statement. Discussion also heard about lengthening terms on the Board. Another advantage would be that the Director could follow legislative developments on a regular basis, as well as helping with the conferences. Scott Rifleman said WEMSA floundered for years until they hired an Executive Director, and now it is flourishing. John

Larsen suggested changing the Association's name to the "Wisconsin Death Investigators Association" or something similar, in an attempt to get law enforcement involved. Discussion was heard about how to fund the position, as well as if the position would start out on a part-time basis. For now, no formal proposals are being made, but information will be presented to the membership in general terms at the Summer Conference, asking for their input. Current Board members will explore options and gather information.

Should the WCMEA retain counsel for legal issues that arise? Ray said the Association had tried that before, and it got very expensive. John brought up that lawyers specialize in different areas of the law, and felt that we should seek counsel on an "as needed" basis.

Voting procedures were discussed, including have people declare their interest for specific offices, pre-printed ballots, running for only one office, etc. Concern was raised about the membership feeling there is a "good ol' boys club."

1st VICE-PRESIDENT'S REPORT: Jenifer Keach.

Things are "looking good" for the upcoming June conference. Al is working with having an ABMDI test scheduled for Sunday. The hotel, Sleep Inn Suites and Conference Center, near Eau Claire, is small, with limited rooms and beds. There is a bar and restaurant on-site. The conference is being hosted by Chippewa County. The conference room is small.

Education Committee: A lot of information has been posted on the website, members are encouraged to check it out. Emails are being sent out for upcoming educational opportunities to the membership. Forensic death investigation training is available for purchase for \$795 at a one-time fee, and the Association can use it on an unlimited basis. Board members had an opportunity to preview this product, from "lineofduty.com".

Angela brought up the Association purchasing video equipment to allow taping of conference speakers. This would allow members who were not able to attend the conference to still obtain education materials. She also suggested that people be charged to view these materials. Discussion was heard but no action will be taken at this time.

Agudath Israel Autopsy Policy: A handout was passed for review. Discussion was heard, and the Board appreciates the information, but will not adapt any formal policy regarding it.

2nd VICE-PRESIDENT'S REPORT: Angela Hinze

Membership Committee. Current membership dues are \$30 annually. She wonders if it should be raised? 282 members, 67 counties, as of yesterday belong to WCMEA; not all are paid. Inactive members will be contacted by phone to see if they are interested in activating their memberships. Do incentives need to be offered? There has been a problem with memberships expiring and members not being able to vote at the June meeting. \$2670 in outstanding fees remain from the last conference. Angela suggests the Membership Chair be a separate entity, as it is a challenging position. Jenifer asked if it would make sense if the membership be on a two-year basis? Bob asked if that would create a budget problem for individual counties getting money for the fees? Discussion heard about “what do members get for their membership fees?” Bob suggested waiting to increase fees until we potentially hire an Executive Director. Jenny brought up that we may have to deal with IRS issues. John said we have to report when the Association makes \$25,000 gross annually.

SECRETARY’S REPORT: Jon Hagen. Nothing to report, other than the minutes from the previous meeting.

TREASURER’S REPORT: Robert Kulhanek. Bob issued a detailed written summary, from July 1, 2008 – April 22, 2009. A copy of that report is attached to these minutes. Our current balance is \$66,699.16. Total profit for the January conference was \$12,574.53. 199 paid memberships, as of today. For the January 2009 conference, we used 180 room nights (55 on Sunday, 64 on Monday and 61 on Tuesday). Bob reported that vendors have checked our website and are contacting him about displaying at upcoming WCMEA events; he has passed this information along to Jenny Keach. Bob asked again about the whereabouts of the missing WCMEA computer; no one knows where it is, last seen Wausau 2008 at the Winter Conference. Bob will research purchasing a new computer.

SERGEANT-AT-ARMS: Lou Brady. Merchandise Committee report. At the last conference, merchandise was sold at a loss to reduce inventory. We will still be getting rid of “old merchandise” at the June conference. Lou asked for direction; merchandise over the website is not selling. People do like to buy at the conference, try it on, etc. Jon told Lou about an Appleton vendor who likely would be willing to offer smaller quantities, so we don’t have a large inventory of unsold merchandise.

A MOTION was made for the Merchandise Committee to spend up to \$3000 for merchandise for the June conference (Klimek/Schoebel). Passed unanimously on voice vote.

MEMBER-AT-LARGE: P.J. Schoebel. Waukesha County is hosting a conference on June 4-5, 2009 regarding “In Custody Deaths.” Cost is \$100. More information is available on our website.

A MOTION was made to accept the officer's reports as presented (Larsen/Kulhanek). Passed unanimously on voice vote.

LEGISLATIVE COMMITTEE REPORT: John Stanley. John discussed getting 979 funded by insurance companies, and asked that counties that have large insurance companies in their county to contact him.

INFORMATION/TECHNOLOGY REPORT: Marc Playman was not present, but Angela Hinze did read a message from Marc. A copy of Marc's message is attached to these minutes. Marc is to be commended for all his work on the website.

NEWSLETTER COMMITTEE REPORT: Jennifer Schroeter. First edition is done, next one is planned for June, after the Summer Conference. Jennifer welcomes submissions from the membership.

TRUSTEE REPORT: John Larsen, nothing to report. John was the only trustee in attendance.

OLD BUSINESS: Discussion was held about probable foreclosure at The Lodge at Cedar Creek, near Wausau, where we have held previous conferences. We have about \$1300 tied up at the Heidel House from a previous conference. We may have a retreat do re-do bylaws, and might utilize the Heidel House, thereby utilizing this money. A MOTION was made to table the Heidel House issue until the next meeting (Kulhanek/Klimek).

NEW BUSINESS: A MOTION was made to purchase the "Forensic Death Investigation Training Program" from the Institute of Forensic Education for \$795.00 and shipping (Klimek/Kulhanek). Passed unanimously on voice vote.

Discussion was heard about the 2nd Vice-President will oversee the Membership Committee. This can be delegated to a person other than the 2nd Vice-President.

ANNOUNCEMENTS: Peggy Peterson reported that amended death certificates may take a day or two longer than usual, due to staffing issues. She also talked about upcoming IT issues. Specifications are being finalized about a new computer system for Peggy's office, which may be in service by July. No one has contacted Peggy about their concerns regarding upcoming changes on death certificates. HL7 is a national committee that maps data that is transferable to other groups. Peggy is skeptical due to potential problems. Peggy sent a link to a newspaper article about a Minnesota police officer whose death was ruled to be a suicide. The article mentions Wisconsin and overturning death rulings.

Barry Busby recently attended the Eye Bank conference, and reports that eye donations are down. Barry encourages members to promote donation. Communications is sometime an issue with several agencies. Communication makes for cooperation.

A MOTION was made to adjourn the meeting at 2203 (Hagen/Larsen). Passed unanimously on voice votes.

Committee meetings are cancelled.

Respectfully submitted,

Jon Hagen, Sactetary