



Wisconsin Coroner and
Medical Examiner's Association
WCMEA



Board of Directors Meeting
AmericInn, Beaver Dam
Tuesday, September 28, 2010
1700 Hours

=== **APPROVED** ===

Call to Order: The meeting was called to order by President Al Klimek at 1725 hours.

Attendance: An attendance sheet was passed. Those present were President Al Klimek (Brown/Door/Oconto), 1st Vice-President Angela Hinze (Columbia), 2nd Vice-President P. J. Schoebel (Dodge), Secretary Jon Hagen (Outagamie), Treasurer Bob Kulhanek (Sheboygan), One Year Trustee Barry Irmen (Dane), Two-Year Trustee John Steers (LaCrosse), Member-at-Large Joe Morovits (Crawford) Scott Rifleman (Portage), Marc Playman (website.)

Board Members not present: Sergeant-at-Arms Richard Schleifer (Clark) ill/excused, Three Year Trustee Laurie Parisey (Oconto) work conflict/excused, Past President Jenifer Keach (Rock) ill/excused.

Distribute/Approve Minutes from the June 6, 2010 BOD meeting at Chula Vista Resort, WI Dells: Members reviewed the minutes. A MOTION was made (Schoebel/Hinze) to approve the minutes as written.

Presidents Report: Al Klimek. Since taking over as President of WCMEA, Al has assisted various counties with individual issues, but overall things have been quiet for the Association.

1st VP Report: Angela Hinze. Upcoming conferences are set. April 4-6, 2011 at The Mead Hotel in Wisconsin Rapids, hosted by Wood County. October 3-5, 2011 at Stone Harbor in Sturgeon Bay, hosted by Door County. She has just gotten certification for speaker credits for the last conference and certificates are forthcoming.

2nd VP Report: PJ Schoebel. PJ has been calling counties who are not currently members of the Association to try and learn what concerns they have. Some of the answers are: wishing the WCMEA offered more services, such as sample policies for various issues, the politics of the Association, offering a basic training class more often, offering more advanced training and cost. PJ has put together a web-based "What do I get for my membership" presentation.

Secretary: Jon Hagen. Nothing to report, other than electronic meeting minutes are sent to members shortly after each meeting.

Treasurer: Robert Kulhanek. Bob submitted a written report, which is attached to these minutes. Ending balance on September 28, 2010 is \$89,282.17. Bob reported that WCMEA still is owed \$1571 from the June conference, and we still owe about \$300 for a speaker. \$3261 profit was seen at the June conference. June room usage was as follows: Sunday night was 65, Monday night was 79 and Tuesday night was 68 rooms. Bob said we are losing money in merchandise. In the last two year period, we have taken in about \$1170 less than what we have ordered, although we are owed \$796 from sales at the conference. Al pointed out that we are now limiting the amount of items ordered. PJ is in the process of sending out invoices to collect that money. We also have non-payment from one vendor from the June conference. We also have an outstanding registration fee from the January conference. Discussion heard about a variety of solutions. Bob is working with an accountant regarding filing our taxes.

Three Year Trustee: Laurie Parisey (excused). Laurie had asked that we discuss conference certificates (will be mailed soon) and association membership cards (will not be pursuing).

Two Year Trustee: John Steers. John brought up MDI Log, a web-based program to allow interaction between agencies investigating a death, and information can be shared on interesting cases. John is considering having LaCrosse County join MDI Log in January. For more information, see mdilog.com.

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.

Member-at-Large: Joe Morovits. Nothing to present.

Sergeant-at-Arms: Richard Schleifer (excused)

Committee Reports

Education: Angela Hinze. Angela has presented educational topics earlier.

Info and Technology: Marc Playman. Marc explained problems with the current website provider and server. He has been dealing with numerous problems since April. We do not have a contract with the current provider. He suggests switching to a different provider IPPower. We would have a one-year commitment. Cost is \$12 per month for the Association. Marc feels there are a lot of advantages to switching. Marc is no longer willing to do this for free, as he

feels the time commitment is too much to do without compensation. Marc is asking for \$500 a month (\$6000 a year). After discussion, the board members present decided not to take up Marc on his offer. The Information Technology Committee will research options. PJ, John Steers and Barry Irmen will form this committee. Al will discuss with Marc if he is willing to help us move to another web provider.

Legislative: Scott Rifleman. Due to the upcoming elections, there are no legislation issues. The Wisconsin Hospitals Association is also busy supporting the candidates of their choice.

News Letter: "The Examiner" was just published and is on the website. Everyone is pleased with the job that Jennifer Schroeter and Patricia Plungis are doing. Both of them are from Waukesha County.

Membership: PJ Schoebel. Discussed earlier.

Merchandise: PJ Schoebel, Richard Schleifer. We still have a surplus of old merchandise, which we will continue to try to get rid of. We have learned to order more selectively and limit quantities of items ordered.

Old Business:

- a. Update on Insurance: Robert Kulhanek. Bob had been asked to research getting insurance for the Association. Bob did, and reports it will cost us about \$1500 annually from the company he talked to. Bob was asked to get a minimum of three bids, which he is willing to do. The members present generally feel that it is time for the Association to obtain insurance.
- b. Schedule of BOD meetings and locations: Al Klimek. The next meeting will be held on Tuesday, January 11th, 2011, at 1700 hours. The meeting will be held at The Mead in Wisconsin Rapids. A BOD meeting will be held on Sunday, April 4, 2011 at The Mead Hotel to kick off the conference. A Board of Directors meeting is tentatively scheduled for Tuesday, July 19, 2011 at Sturgeon Bay, at Stone Harbor. Start time is 1700.
- c. "Sponsored" students attending WCMEA training and conferences: After discussion, the following guidelines were agreed upon: Participation will be limited to those persons over the age of 18 employed in or interning in a field of medicolegal death investigation or a field with a direct association (full time police science, fire science, nursing, law enforcement, funeral directors, tissue donation, etc). The WCMEA reserves the right to refuse registration and conference attendance. Individual cases will be considered if a written request is given to the WCMEA Secretary at least 45 days before the first day of the conference. At no time are children to be allowed inside the conference hall for any reason.

New Business:

- a. Medication Discard Policy: The Milwaukee County Medical Examiner's Office recently

had about 4000 pills stolen. It is unknown who took them. This has resulted in much discussion amongst the members, and it appears that some counties already have solid policies in place regarding taking medications from scenes, their inventory and disposal. It is also hoped that everyone will review their policy and make changes as needed. The WCMEA will not issue a formal statement at this time.

- b. Discussion about WCMEA getting a credit or debit card, which would aide in reserving rooms and other Association business. Bob will explore this option.
- c. In July, 5 people from Wisconsin attended NAMUS training in St. Louis. NAMUS is a program to help share information to identify missing and unidentified persons. WCMEA members should contact Jon Hagen, who will assist them in getting their information entered into NAMUS' database.

Announcements: None.

Adjournment: A MOTION was made (HAGEN/SCHOEBEL) to adjourn the meeting at 2038 hours. Passed unanimously.

Respectfully submitted,

Jon Hagen
Secretary