



Colorado Coroners Standards and Training Board (CCSTB) July 16, 2020 MEETING MINUTES

Call to order

Randy Keller, Chair, called the July 16, 2020, Colorado Coroners Standards and Training Board (CCSTB) meeting to order at 9:30 a.m. This meeting was remote only via web and phone conference.

Roll call

A quorum was established.

Members present: Mr. Keller, Ms. Cannon, Commissioner Engels, Mr. Graf, Commissioner Thomas, and Dr. Kelly

Members absent: Mr. Chostner and Sherriff Schroetlin

Office of the Attorney General: Ms. Spettigue, Assistant Attorney General

CDPHE Staff: Ms. Brown, Ms. Domenico and Mr. Duffy

Guest: Robert Glassmire, Laura Smith, Jen Vien

Public comment: None

April minutes: ACTION ITEM One edit was made to change October to January minutes. Commissioner Engels motioned to approve the April minutes, seconded by Dr. Kelly. The minutes were approved unanimously.

Membership: No updates

Officers: ACTION ITEM: Nominations were opened for the Compliance Review Officer. Dr. Kelly nominated Mr. Graf, seconded by Commissioner Engels, and the nomination was accepted. No other nominations were made and the vote was unanimous to appoint Mr. Graf as the Compliance Review Officer.

Colorado Coroners Association training updates: Mr. Keller stated he will be attending a meeting with CCA and the end of July to discuss moving the training to early October in Colorado Springs. With trainings being cancelled or postponed, the board will need to discuss how to address compliance for 2020 education with limited training opportunities. Potential solutions may include approving online education credits, deadline extensions or other solutions that members may propose.

Legislative updates: Mr. Keller provided information on HB20-1397 which removes CDPHE administrative support of certain boards, which includes CCSTB. The board still has remaining funds of about \$53,000. The remaining and future funds will continue to go to CDPHE and CDPHE can reimburse a contractor expenses related to the board's function, including administrative support. CDPHE staff will reach out to have a financial report for the board at the October meeting. Members discussed the Colorado Coroners Association (CCA) as a vehicle to provide administrative support. This was with caution to ensure that the CCA will continue to provide Coroners with documents as requested and coroners must submit documents to the CCSTB for compliance review.

ACTION ITEM: Commissioner Thomas moved to support transitioning administrative duties to the CCA, seconded by Dr. Kelly. Mr. Keller abstained due to a conflict of interest with his leadership role with CCA. Mr. Graf also offered to abstain due to his membership on the CCA board. The CCSTB members chose to include Mr. Graf's vote in order to meet the necessary votes based on quorum. The vote was approved unanimously.



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Jared Polis, Governor | Jill Hunsaker Ryan, MPH, Executive Director

2018 Continuing Education (CE) Compliance:

Letters were mailed and emailed to the coroner and county commissioners to withholding pay in April, 2020. The board determined no further action would be necessary at this time. • Dr. Dennis Jelden, Phillips County

2018 CE Submissions Reviewed:

• Richard Martin, Conejos County Coroner

ACTION ITEM: Dr. Kelly motioned to approve Mr. Martin's CEs for 2018, seconded by Commissioner Engels. The motion passed unanimously.

2019 Continuing Education (CE) Compliance:

The following coroners are out of compliance for 2019 CEs with letters mailed and emailed to the coroner and county commissioners to withhold pay in April, 2020. The board supported Mr. Graf's offer to reach out to both Coroners to gain movement toward compliance.

- Kent, Lake County
- Jelden, Phillips County

Medical-Legal Death Investigation Certification:

• Gary Vigil, Costilla County

ACTION ITEM: Commissioner Engels motioned to approve Mr. Vigil's MLDI submission, seconded by Dr. Kelly. The motion passed unanimously.

- Trace Larson, Alamosa county
- Aaron Hankins, Dolores county
- Lance Boren, Delta county

Mr. Larson's MLDI was submitted but is expired. Mr. Hankins had requested an extension and sent proof of his MLDI application submission. Mr. Boren had an extension request approved and thought his certificate was already submitted after his application to CCA was sent in. Information from CCA is that all three coroners will be compliant after submitted documentation is processed. **ACTION ITEM:** Mr. Graff motioned to send correspondence to Mr. Larson, Mr. Hankins, and Mr. Boren to submit the current MLDI certificate to the CCSTB, seconded by Ms. Cannon. The motion and it was approved unanimously.

- Shannon Kent, Lake county has already had letters mailed and emailed to him and the county commissioners to withhold pay due to noncompliance with multiple requirements. Further action by the board is not necessary at this time.

The next CCSTB meeting will be Thursday, Oct. 15, 2020 at 9:30 a.m. It is unknown whether a physical meeting space will be available. Public notice will be sent and meeting materials will be available on the [CCSTB webpage](#).

Adjournment: Mr. Keller, Chair, adjourned the meeting at 10:35 a.m.