



# Colorado Coroners Association

## Board Meeting Minutes

June 6, 2023 ~ 1:00 p.m.

**DRAFT**

### Call Meeting To Order - Keller

1:15 p.m.

#### Present:

Randy Keller, Brian Cotter, Jeff Graf, Brian Cotter, Raeann Brown, Matt Reid, Emily Russell-Kinsey, MD; Lance Boren, Elizabeth Ortiz, Tawnya Bailey, Vonnie Valdez, jen vien

#### On the phone:

Amber Flenniken

#### Guests:

Rob Glassmire, Rick Fellabaum, John Papen, Danny Furman, Erin Snow

### Lobbyist Report/Update –

Danny Furman and Erin Snow

#### Introduction

Over view of their projects and what may affect Coroners

Eagle, Routt, Summit = I-A

Grand II-A

Pitkin II-B

Fremont II-C

Archuleta, Delta, Montezuma, Ouray III-A

Las Animas III-C

Saguache V-A

Glassmire – there was a Bill that went through requiring counties to have 5 commissioners.

Boulder County still only has 3

**Senate Bill 20** – Timely death certificates: Bi-partisan bill. Changes general time frame within which a death certificate must be filed with the Registrar.

- The bill changes the time frame required to file a certificate of death with the state registrar from 5 days after a death occurs to within 72 hours of assuming custody of a dead body.
- The following exceptions apply and require the certificate of death to be completed and signed as soon as practicable:

- The individual responsible for completing the medical certification for the death certificate is unable to complete the medical certification for the death certificate within the required timeframe,
- Additional inquiry into the cause and manner of death is required by current law, or
- A coroner, medical examiner, forensic pathologist, or other qualified individual determines that additional time is required to determine the cause and manner of death.

### **SB-111**

- The bill gives labor protections to Colorado public employees, including county employees:
  - Gives the right to discuss workplace issues, organize or join an employee organization, and participate in the political process outside of work hours
  - Provides protection from retaliation for workers who raise concerns
- It charges CDLE with enforcing any alleged violation of these rights

### **Secretary's Report – Cotter (Handout)**

Review Minutes from April 20, 2023

Motion to approve minutes as presented – Brian Cotter. Second, Matt Reid. Motion carries unanimously.

### **Treasurer's Report – Brown (Handout)**

Checking - \$37,312.22

Ike Miller - \$6,333.77

Savings - \$116,759.03

Education - \$139,423.28

\$299,828.30

\$324,617.93 Total Assets

Accounting firm is going to raise fees to \$500 a month starting July 1, versus the \$300 per month we are paying now.

We need to get a laptop and Quick Books. See how much the accountant will charge us to do an audit at the end of the year. Wait until July and re-visit.

Motion to accept the report as presented -

Jeff Graf motion to approve report as presented; Lance Boren second. Motion accepted unanimously.

### **Major Coroner Issues – Keller (ongoing)**

#### **New Business – Keller**

Brandon Bishop has resigned as the Archuleta County Coroner – Brad Hunt appointed

Brad is attending in-person the June 2023 Conference

#### **Committee Suggestions – Bailey**

**Vendor Committee** – we have a lot of the same vendors, and we can look at some different options.

Lots of brainstorming going on for options. Asked a couple of people to come, but it was too short of notice. Different options to provide different revenue for us. Some vendors are booked a year out.

**Banquet Committee** – we need entertainment ideas, food ideas and themes. Putting together the event a year out. Maybe bring in some people from the membership.

Motion to create a Banquet Committee and a Vendor Committee Lance Boren, second by Liz Ortiz. Motion carried unanimously.

Legislation – If Emma gets elected, she needs to abstain from the vote about the PERA. We have the opportunity right now to speak as a Board. We should not represent one single county. Boulder needs to get their own lobbyists. If the use of the Lobbyists doesn't benefit the whole membership, they should not represent just one county.

Motion to inform the Lobbyists and the Boulder County Coroner's office that our Lobbyists will no longer advocate for Boulder's PERA Bill using CCA resources. – Matt Reid. Second – Vonnie Valdez.  
Motion carried unanimously.

### **Error and Omissions Insurance – Keller and Reid**

#### **Event Insurance – Keller and Reid**

We have event insurance for this event, but our equipment is not covered.  
Liz is photographing all of our equipment, and will put together a log at the end of the conference.

#### **New Bylaws – Keller**

Please look at page 3. This change has been corrected.  
Page 5 – Originally said “see article 3”. It was actually article 4.  
Page 6 – Board member attendance is addressed.

Motion to approve By Laws in full with discussion today.  
Discussion – Tawnya Bailey questions if Membership should be allowed to approve.  
Rob Glassmire – as a member, I would like the chance to look these over before approval.  
The membership is what the Board is serving.

The membership will be notified at the General Membership Meeting that the By Laws have been approved by the Board.

Jeff Graf – Board of Directors. Should Dr. Russell have to run again? Yes – it is important that every position be voted on.

Tawnya Bailey – how do we figure out the ballot. We have so many deputies running. How do we choose the deputies over the Coroners?

It will all come down to the number of votes for each person. The most deputies that can be accepted will be 2

Motion to approve By Laws as written and discussed -Matt Reid. Second by Jeff Graf.

### **Education – Keller and Reid**

2023 location selections

- **JUNE**  
**Marriott** - \$189/night ++  
Store items ordered?  
Are giveaways secured?  
How many notebooks to order – plenty on hand

Cost estimate – Rooms are at \$9,997.44  
F&B costs – Final Count 140-ish (\$73,777.12)  
We have RMLEB Sponsorship \$4,500  
We have DA Sponsorship \$5,000  
We have Crime Scene Cleaners Sponsorship \$4,000  
We have Valor Sponsorship \$4,000

A/V John Papen \$3,000

Printing – agendas, notebook stickers, ballots, Treasurer Report \$\_\_\_\_\_

We are at the point where we need to cut back on costs and increase sponsorship amounts.  
Cut out June breaks.

**OCTOBER**

**DoubleTree Greeley** - \$139/night ++

2024 location selections

- **JUNE**  
**Sheraton** - \$159/night++
- **OCTOBER**  
**Chamonix Casino Hotel Cripple Creek** - \$86/night++

**Scholarships – Ortiz**

Christine Baigent – Summit County Deputy Coroner  
Joe Dzuris – Alamosa County Coroner  
Jay Jacobs – Custer County Deputy Coroner  
Thomas Dunagan – Prowers County Coroner

**Sponsorships – Vien**

Lanyards – Cohero  
Thursday Lunch – Crime Scene Cleaners  
Friday Morning Breakfast – Valor Technical Cleaning  
RMLEB – Welcome Reception  
Banquet Dinner Happy Hour – Valor Technical Cleaning  
DA – Banquet Dinner  
Bio One – One side of presentation screen

**DUES – Vien**

All paid except for: Crowley

**CCSTB – Keller**

Lake County Training Plan in place

**Peer Review – Cotter**

One case out of Mesa County. Nothing to report

**Marketing & Promotions – Reid**

Liz will take over. Matt will continue to take care of trailer.

**Public Relations – Keller**

**Website – Vien (Wix)**

**Next Board Meeting – Keller**

**Wednesday July 19 2:00 p.m.**

**Adjourn:**