



Idaho State Association of County Coroners
Board Meeting
3rd February 2014
Riverside Hotel, Boise Idaho

Attendance:

Gary Gilliam President
Vicki Armbruster Vice President
Chris Merrill Secretary/Treasurer
Keith Schuller
Pam Warlock
Dennis Chambers
Steve Spence
Bonnie Burlage
Mark Rose
Kathryn Rose
Mary Jean Schuller
Helen Merrill

Meeting opened at 4.10pm

President opened by saying this meeting was originally scheduled for yesterday but due to conflicts it was brought forward to today after the training.

Now bringing forward business, budget and expenditures.

Asked for questions...Gary asked Pam if one time the board wanting to add a line item for some kind of training?

Pam responded it was for IAC perhaps? Can't remember what exactly what it was for, perhaps it was setting aside some money for coroner training?

Action: Gary to research it through previous meetings minutes.

Kathryn Rose: is the money we are getting for death certificates in a specific item where is it going and where is it listed in the budget?

Keith: yes, he outlined where and what the money was allocated to?

Kathryn: Can we make this another line item?

Keith: This is what that actually that line item is...

Kathryn: the income is being mixed?

Pam/Dennis/Gary: No the dues are separate, Isolated in the budget

Discussion about the allocation and the amounts and where they are located in the budget.

Action: Pam asked to research the line item issue; it would be in the minutes from the last meeting

Gary: Any other questions of the budget?

Pam: the monetary penalty for non attendance of the training, she has an issue as she is the only coroner in the county...what if she cannot make it at the last minute?

Does that money come to the coroner's budget or the IAC?

It comes into our budget.

Gary: Are you making a motion?

Dennis: if we have it in the minutes that the board voted on this issue, then Kristen could be contacted and assured that the money comes to us.

Pam: that was the reason we did it because the sponsors pay for the lunch but the extra money could be used for snacks and food during the breaks especially in the morning during the training.

Does IAC keep that money separate..?We have a budget for this meeting/ yes it goes to them

Action: Contact Kristen and clarify so it's confirmed information for the next meeting

Motion: Dennis to accept Treasurers report.

Seconded: Pam

Motion passed unanimous.

Bob: stipulations that if you are not getting to the training then you are not a coroner who is in good standing, now that we are through the first cycle, he proposed that we draft a letter to the county commissioners and get them to handle the standing of their coroner on the local level.

Kathryn: The problem is that we have is that there is no legal authority as a board for doing anything about it.

Pam: Have we sent a letter to the actual coroners?

Kathryn: Are we worried that the coroners are not in good standing? Bob: Yes

Keith: Then we need to send a notice within a reasonable time that they are in compliance and send us that documentation or complete those hours within the certain time frame.

What is the method the board uses to track it? IAC is tracking this.

Keith: Include the code that tells us that we have to comply. Vickie: Also add in the next opportunities for training that are available to do those hours.

Kathryn: Do we have any idea how many coroners are out there that are not in compliance?

Gary: that information is not here but yes we can access that.

Gary: Do we want the secretary to compile a letter?

Motion: Bob: that the coroners that are not in compliance should receive a letter ...and then a follow up letter to the commissioners.

Gary: We need a second to the motion.

Discussion on the time constraints on supplying the information back to the board and the IAC.

Bob amended the motion to start with a letter with a 90 day timeframe to comply. Pam seconded.

Motion passed unanimously.

Action: letter compiled from the secretary to be sent to Coroners.

Vickie: Can we send it to the board members electronically first to get feedback.

Agreed.

Bob: board members need to get out there and encourage other counties coroners to attend the conferences; they are all up for election this year...some will not be re run for the position

Kathryn: Association for the last few years have been good enough to pay and send coroners to the Las Vegas International Coroners conference, this year Tracy Corey will be speaking at the conference so is a good chance to send deputies so we are not getting tunnel vision.

Pam: if the coroner in that region cannot go can we send one of the deputies in their place?

Dennis: Irwin said that he would be happy to coordinate this registration and logistics of the seminar.

Vickie: Have we got a timeline on registration?

Dennis: No timeline but it worked well last year so going to keep it that way

Steve: Point of clarification: Coroners have the opportunity to go first and then the deputy will go?

Pam: All coroners had the opportunity. Then 10 deputies on a first come first serve basis Vickie read the motion from previous minutes for this question.

Motion: Pam: that all coroners attendance with the same wording as last years motion. The difference in this year motion is if the coroner is not able to go they can send their deputy in their place.

Dennis seconded

Clarification question on deputies attending and how that process runs.

Motion passed unanimous.

Gary wanted to thank Dennis as the chairman of the training committee and wanted to personally thank him for all the work ...he is very much appreciated for all the additional work.

Dennis talked about training for September this year...nothing going right now but thinking of a photography class...difficult to do...logistics etc discussion
Set up two scenarios one outside and one inside ...death scene try and solve the problem with the camera that you have bring it along discussion on what that will involve

Motion: Bob: that the association pays for Dennis' expenses to do the set up etc for this training and/or the additional trainer.

Discussion on the logistics of training.

Gary: Dennis can contact Kathy regarding that question.

Keith: do we need a dollar amount? Dennis said that he will work that out.

Pam seconded

Questions ...Bob mentioned was very good training today and our training dollars have been very well spent today and recently for our coroner training.

Motion passed unanimously.

Pam: did we get emailed the minutes previously for this meeting?

Vickie: some people are not receiving emails...important that Kristen knows what email address you want these documents and information to be sent to.

Action: Everyone please email Chris or Gary or Vickie and then they can be added and then a list sent to Kristen so it can be updated.

Bonnie: email addresses list sent to her as a new member.

Also has any blood splatter training being done?

Pam/ Dennis: not yet, it's on the to do list.

Dennis: how many people remember this folder it's the syllabus for coroners (protocol) and it needs to be updated.

Bonnie: Is it on a disc?

Pam: Yes it should be on there?

Bonnie: What was it? Did it come in a pack for new members?

Dennis: Does it need to be reviewed and updated?

Pam/Keith: Yes

Motion: Dennis: that the board appoints a committee to review and update protocols.

Second Bonnie Burlage

Action: Pam: Check with John Buck and see if that is the same thing as on the disc.

Motion passed.

Discussion of a committee to attend to this matter: Pam will head the committee, Bonnie agreed to help and also Tim Melcher was put forward as a candidate.

Gary would be willing and Vickie also.

Dennis: how many are using the MDI log? Keith raised his hand as the only.

Discussion on this program...free access through Irwin...lets have a discussion on encouraging the other coroners to get on this system.

Kathryn: Money is designated as training only this is why we should have a separate line so we can have money for it so we are not using money inappropriately. Thought it was expensive?

Dennis: Irwin paid for it out of his budget to host this year and have the access...use MDIlog.com

More discussion of the pros of this system.

Dennis is going to talk to Dan about it.

Need to go through Irwin to access it.

You need to assign who has access to your county files

Gary: do we want Dennis to get the information?

Action: Dennis to get information on this to report back to the board before the September meeting so it can be brought to the general meeting.

Meeting adjourned at 5.04pm