

WCMEA BOD MEETING MINUTES

APRIL 12, 2019

Chula Vista Resort- Wisconsin Dells

CALL TO ORDER: The meeting was called to order by President Angela Hinze at 1729 hours.

ATTENDANCE: An attendance sheet was passed. Those members signed in as attending: Jen Schroeter (Kenosha County), Joe Morovits (Crawford County), Rory Groessl via teleconference (Kewaunee County), Angela Hinze (Columbia County), Barry Irmen (Dane County), Mary Ricci via teleconference (Barron County), Marcie Rosas (Dunn/Eau Claire County), and Lynn Johnson (Dunn/Eau Claire County).

MINUTES FROM JANUARY 27, 2019 BOD MEETING: Copies of the minutes are provided by Angela Hinze. The minutes had been previously reviewed and approved.

PRESIDENT'S REPORT: Angela Hinze reports that she has received an invitation for the WCMEA to participate in the Doug Miller Symposium. She states that she has declined the invitation due to cost. Along the same lines, she reports that she had a similar discussion with the Wisconsin Counties Association (WCA). She explains that the WCMEA had been offered a free vendor table/booth at the WCA Conference & Marketplace in the past. She states that there had not been much interest in the booth, and she feels that the WCMEA would benefit from presenting at a future conference in lieu of a booth. She states that a presentation would be a better avenue for providing education and awareness, and she has declined the WCA invitation at this time as well.

Angela reports that she is looking to assist Dr. Rogalska in scanning old conference information. She inquired as to whether or not old conference material could be posted on the website. Barry offers concerns regarding confidentiality. He states that an external hard drive, though not yet purchased, would be the ideal avenue for storing the material. Barry offers to make the purchase, as does Rory. It is decided that Rory will purchase the external hard drive and provide to Barry at the June conference. Rory explains that the new WCMEA laptop does have cloud storage available as well.

Angela states that she has completed an updated Wisconsin C/ME map, which is posted on the WCMEA website. She reports that there are currently 39 counties with a medical examiner system, and 33 counties with a coroner system.

Angela reports that she is considering writing a letter to the membership about abolishing absentee voting for the upcoming elections. Barry reviews the bylaws which indicated that the membership must be notified 30 days prior to the annual meeting of any language changes to the bylaws, which would be May 10th. There is discussion as to the best way to provide notification to the membership; website posting, email, or USPS. Angela suggests a mass email that could also include a "Save the Date" for the conference as well as a questionnaire that Angela has completed.

Joe Morovits makes a motion to abolish absentee voting and return to accepting nominations from the floor. Jen Schroeter seconds. There is additional discussion. Barry offers concerns. He acknowledges that the current voting procedures are time consuming for the BOD, and the timeline is difficult to adhere to; however, it allows the entire membership the ability to participate in the voting process, not just the individuals who attend the annual meeting. Mary and Rory both agree with Barry. They are concerned that those counties who are not able to attend would be stripped of their right to vote. The motion goes to vote, and the noes have it. The motion is lost. The WCMEA will continue with absentee voting.

1ST VICE-PRESIDENT'S REPORT: Barry Irmen reports that he has been busy preparing for the June conference. He explains that there was a large demand for case presentations based on the evaluations from the January 2019 conference. He states that the upcoming conference will be heavy on case presentations. He informs the BOD that he had put out an email to the membership looking for counties interested in presenting. He states that two counties responded, Columbia and Vernon. Barry reports that pathologists from Dane, Fond du Lac, Waukesha, and Milwaukee Counties will be providing case studies and Dr. Corliss has agreed to present as well. He informs the BOD that Amy Carney, Forensic Nurse, will be presenting on Elder Abuse. He explains that Nurse Carney is the only speaker that will require payment from the WCMEA.

Barry states that he will work with Jen on completing a "Save the Date" to post on the website and send out to the membership. He informs the BOD that he is working on finalizing the CVs/outlines to submit to ABMDI. He states that the information needs to be received by ABMDI by 5/10/19.

Rory offers to present a case for Kewaunee County with DCI. Barry welcomes the offer. Rory states that he will consult with DCI and get back to Barry.

2nd VICE-PRESIDENT'S REPORT: Angela Hinze distributes the membership report that Mary provided (see attached). Mary Ricci reports that the WCMEA currently has 272 members. She states that new memberships were gained from the following counties: Dunn/Eau Claire, Wood, Bayfield, Fond du Lac and Juneau. She states that she is pleased with the number of memberships, and informs the BOD that only 24 percent of the 72 counties are non-members.

SECRETARY'S REPORT: Kalynn Van Ermen is not present (absence excused). Jen Schroeter has nothing to report.

TREASURER'S REPORT: Rory Groessl provides an account summary (see attached) which indicates the beginning balance as of July 1, 2018 is \$23333.98. Rory reports that the WCMEA took a loss following the last conference of \$3474.10. He states that the association did make up for the loss in memberships, which totaled \$7410.00.

Rory expresses some concerns regarding recuperating costs if the WCMEA continues to lose money with future conferences.

Rory informs the BOD that there had been some larger expenses over the last few months that include the purchase of a new laptop, a new projector, and insurance costs. He states that the aforementioned cost the WCMEA ~ \$2000.

Angela inquires about possibly selling the old laptop and projector to assist in offsetting costs. Rory states that the laptop is obsolete, and not worth selling. He feels that attempting to sell the projector might be worthwhile. He will look into it.

Angela asks the BOD about abolishing the early bird registrations for future conferences. Barry states that he is concerned that the WCMEA will continue to lose money if early bird registrations continue especially for the June Conference with the annual banquet. Angela suggests that the annual banquet be eliminated this year. Barry explains to the BOD the premise behind the banquet. He suggests that should the BOD consider eliminating the banquet, it should be presented at the membership meeting. Mary states that she remembers being a new member, and finding the banquet beneficial. She explains that the banquet offered a comfortable way to network and meet coroners and medical examiners from around the state. She continues to explain that she does appreciate the financial concerns. Marcie inquires about the reasoning behind offering early bird registrations, and Barry states that it was to increase attendance. Rory offers suggestion of reducing cost of the give-away item. Barry informs the BOD that he is looking to order duffle bags as a give-away, and the cost of this item is relatively low.

Jen Schroeter makes a motion to discontinue early bird registrations for the upcoming June Conference. Joe Morovits seconds. There is no further discussion. The motion passes unanimously.

Angela states that she will look into inviting new vendors to assist in offsetting conference costs. The BOD suggests software, body bag, and bio-hazard clean-up options.

SERGEANT-AT-ARMS REPORT: Joe Morovits has nothing to report.

MEMBER-AT-LARGE REPORT: Lynn Johnson reports that he has been working on getting deputies to join the WCMEA. He states that he continues to learn from the BOD. He plans to assist on finding additional vendors for future conferences.

PAST PRESIDENT'S REPORT: Jen Schroeter reports that she has been working on finalizing the details with the venue for this BOD meeting. She reports that she has been attempting to update the WCMEA email list. The emails have been entered, and she is working on going through and correcting the returns. She states that she has been asked to serve on the nominating committee, and she looks forward to work working with Mary and Marcie on securing nominations.

TRUSTEE REPORTS: Patty Schachtner and Dr. Rogalska were not present. Marcie Rosas reports that she has been asked to be on the nominating committee, and will be working on nominations for the upcoming election. She also states that she is still learning about the BOD and the responsibilities of officer position.

Angela informs the BOD that the nominating committee consists of Jen Schroeter, Marcie Rosas, and Mary Ricci. There is discussion on returning BOD members for their respective officer positions, as well as potential candidates for the open positions.

Angela thanks the BOD members for their work over this last year.

OFFICER REPORTS: Joe Morovits makes motion to accept officer reports. Barry Irmen seconds. There is no further discussion. Motion passes unanimously.

WEBSITE COMMITTEE: Barry Irmen reports that PayPal has been set up and tested. He states that PayPal should be available to utilize for the June Conference registrations, as well as for membership renewals. He explains that it will not yet be available for merchandise.

NEWSLETTER COMMITTEE: Jen Schroeter reports that the newsletter is nearly complete; just awaiting an additional submission from Angela.

MERCHANDISE COMMITTEE: Joe Morovits reports that the women's pink and blue fleece jackets were well received, and he has received requests for larger sizes. He informs the BOD that he has also received requests for button-down denim shirts. He requests permission to move forward with purchasing merchandise for the next conference.

Marcie Rosas makes motion to allow the spending of up to \$1200.00 to fund new clothing/merchandise. Barry Irmen seconds. There is additional discussion. Additional merchandise items include: zipper hoodies, larger fleece jackets, and men's jackets. Motion passes unanimously.

COMMITTEE REPORTS: Joe Morovits makes a motion to accept committee reports. Barry Irmen seconds. There is no further discussion. Motion passes unanimously.

NEW BUSINESS:

Barry suggests changing the length of term for some of the BOD officer positions. Angela expresses her understanding and feels it is worth exploring. Marcie agrees that the term lengths for the top positions are too short. Barry suggests that the top positions; President, 1st Vice President, and 2nd Vice President, have staggered two-year terms. He states that the President and 1st Vice President should not be on the same rotation. Lynn states that he has been involved with organizations that had all positions on staggered terms, and it had worked well. Barry explains that an announcement would have to be sent to the membership regarding language changes to the bylaws regarding the terms. Suggested terms would be as follows: for 2020 President, 2nd Vice President and Treasurer would run for 2-year term; for 2021 1st VP, Secretary and Sergeant at Arms would run for two-year terms.

Angela Hinze makes a motion to change the language in the bylaws to stagger 2-year terms. Barry Irmen seconds. There is no further discussion. Motion passes unanimously.

Angela inquires about the possibility of offering scholarships for continuing education. The scholarship process was reviewed. Angela states that the scholarships were not awarded in recent years due to financial concerns. Now that the WCMEA does not have lobbyist costs, it is worth considering for future conferences.

Jen Schroeter makes a motion to award 1-2 scholarships to be used for future WCMEA conferences. The scholarship would be non-transferrable, and must be used by June 2021. Mary Ricci seconds. There is further discussion. Marcie Rosas offers to revise the scholarship announcement and send out to the BOD for review. Motion passes unanimously.

Barry asks the BOD about going back to textbook give-aways at the end of each conference day. He states that the books had been well received at past conferences. Angela suggests that the purchase price per book not exceed \$100. Mary states that ABMDI had recently offered a 25% discount on books via Wiley Publishing. Barry informs the BOD that he will work with Dr. Rogalska on book purchases.

There is some discussion regarding conference folders and flash drives. He states that presenters are reluctant to provide copies of presentations, but feels he can put what information he has onto flash drives. Angela suggests purchasing legal pads to put into folders for those attendees that wish to take notes.

Angels reports that she had been contacted by Patty Schachtner regarding possible legislation on green burials. She states that she will update the BOD when she has additional information.

CLOSED SESSION: Ethics committee. BOD moved to closed session for further discussion.

OPEN SESSION: Return to open session.

ADJOURN: Joe Morovits makes a motion to adjourn. Barry Irmen seconds. There is no further discussion. Motion passes unanimously.

Respectfully submitted,

Jennifer Schroeter

WCMEA Past-President (filling in for Secretary Kalynn Van Ermen)