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**OFFICE OF THE CHIEF MEDICAL EXAMINER
BOARD OF MEDICOLEGAL INVESTIGATIONS**

**BOARD MEETING AGENDA
REGULAR MEETING**

Thursday, February 2, 2023, 2:00 PM.
921 N.E. 23rd Street, Oklahoma City, OK 73105 and
Via videoconference at 1627 Southwest Blvd., Tulsa OK 73117

Dr. Michael Magguilli, Ms. Angela Marsee, Mr. Tyler Stiles,
Ms. Andrea Fielding (designee of Ms. Aungela Spurlock),
Mr. Keith Reed, and Dr. Eric Pfeifer will attend in Oklahoma City.
Dr. Doug Stewart, Dr. Robert Allen and Dr. Eric Harp will attend the meeting
in Tulsa via videoconference.

The Board may discuss, vote to approve, vote to disapprove, vote to table, or decide not to discuss any item on the agenda.

- I. Roll call
- II. Adoption of minutes from the November 3, 2022.
- III. Update from the Chief Medical Examiner
 - ◆ Presentation of OCME operations, agency update.
- IV. Update from Deputy Chief Medical Examiner
 - ◆ Tulsa office updates.
- V. New Business
- VI. Adjourn

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**OFFICE OF THE CHIEF MEDICAL EXAMINER
BOARD OF MEDICOLEGAL INVESTIGATIONS**

**BOARD OF MEDICOLEGAL INVESTIGATIONS
REGULAR MEETING**

Board Meeting Minutes from
Thursday November 3, 2022, at 2:00 p.m.
1627 Southwest Blvd, Tulsa, OK 74107

In conformity with the Oklahoma Open Meeting Act, advance notice of this meeting was transmitted to the Oklahoma Secretary of State on December 3, 2021, at 12:45 P.M. and public notice of this meeting, together with the agenda, was posted in prominent public view on the front door of the Office of the Chief Medical Examiner, 921 NE 23rd Street, Oklahoma City, OK.

Members present: Dr. Robert Allen, Dr. Eric Harp, Mr. Brad Green, Mr. Robert Hoisington, Dr. Michael Magguilli, Mr. Keith Reed, Mr. Tyler Stiles, and Dr. Eric Pfeifer.

Members absent: Dr. Doug Stewart

Others Present: Dr. Josh Lanter (OCME), Madalynn Martin (OAG), Kari Learned (OCME),

Dr. Harp called the meeting to order at 2:00 p.m. Roll was called, the members identified themselves along with who they represent; a quorum was established.

Dr. Allen motioned to adopt the minutes as written from the August 4, 2022, meeting. Mr. Stiles seconded the motion. Roll was called and all were in favor.

● 2023 meeting dates for the Board of Medicolegal Investigations, Office of the Chief Medical Examiner. Dr. Allen motioned to accept February 2, May 4th, August 3rd, and November 2nd as regular OCME Board Meeting dates for 2023. Mr. Reed seconded the motion. Roll was called and all were in favor.

Dr. Allen motioned for the May 4th and November 2nd meetings to take place at the OCME Tulsa office. Mr. Hoisington seconded the motion. Roll was called and all were in favor.

● Nomination, discussion, and possible election of the Board Chairman. Dr. Harp opened the floor for discussion and nomination for Board Chairman. After some discussion, Mr. Stiles motioned to nominate Dr. Harp as Board Chairman. Roll was called and all were in favor.

- Nomination, discussion, and possible election of the Board Vice Chairman.
Mr. Stiles volunteered to serve as Vice Chairman. Dr. Allen nominated Mr. Stiles as the Board Vice Chairman. Dr. Harp seconded the motion. Roll was called and all were in favor.

- Update from the Chief Medical Examiner, Dr. Eric Pfeifer.
Dr. Pfeifer announced after 12 years of hard work, the Office of the Chief Medical Examiner now has 2 state of the art facilities. The last hurdle will be getting the needed staff. National Association of Medical Examiners (NAME) accreditation prescribes the number of staff required relative to case load. We have offered our current fellows staff positions contingent on a successful completion of the program and both have accepted.

Since the Board last met, we've had 3 physicians resign. The reasons are varied; one wanted to get back in to research, one moved out of state to be closer to family and the other decided to retire. We are currently recruiting to fill these vacancies. One of the Oklahoma City positions will be moved to Tulsa to help alleviate some of the case load for the physicians there.

Due to the severe shortage of forensic pathologists, some offices are willing to pay very high salaries to recruit physicians. Our agency must compete with these salaries to attract applicants. Due to the current situation, the OCME physician salaries were increased by \$25K in October.

Open cases greater than 90 days old –
There are approximately 400 open autopsy cases over 90 days old. An additional 320 external exam cases over 90 days old are open as well. This represents less than 10% of our workload.

Physicians –
The agency has a very busy practice, per capita the homicide rate is on par with Chicago (Cook County, IL). We examine approximately 8,000 cases per year. Presently, we have 14 physicians, including the 2 fellows to perform this work.

Case performance data shows we are currently on track for meeting the NAME guideline of completing 90% of cases within 90 days.

Fellowship –
Both current fellows have accepted offers to stay with the agency. This will be contingent upon successful completion of their training.

We were recently notified by the Accreditation Council for Graduate Medical Education (ACGME) of our continued full accreditation for the fellowship program. At this time, we have one fellow starting with the program July 1, 2023. We continue to recruit for the other position.

Effective the 2024/2025 academic year, the agency will participate in a national forensic pathology match program.

Administration –

The state has transitioned human resources data entry, benefits, training, etc. into the WorkDay program. It appears to be working well.

The budget workbook is complete, and appropriations request has been submitted. We're requesting \$802K which is the smallest increase the agency has requested in the last 12 years. This will be funding for 4 new investigator positions and an additional forensic pathologist.

Anthropology –

We were successful in hiring an additional forensic anthropologist. Sara Getz will begin January 2023.

Autopsy services –

With the opening of the new Tulsa office, we now have 18 autopsy tables and are the only practice in the country that has 2 Lodox and 2 CT scanners.

Information technology (IT) –

The IT employee embedded in the agency continues to be a great value.

We're getting close to finalizing the laboratory information management system (LIMS) for the toxicology laboratory. This has been close to a 7-year process. We've also agreed to purchase Qualtrax software which is a compliance management system for the toxicology lab.

We've also started looking into replacing our current case database system. This will most likely be a multi-year project to identify and implement a new case management system. At this time the exact cost of the new system is unknown.

Investigations –

We are in the process of hiring 4 new investigators. They will be positioned mostly in the southeast area of the state. The goal is to have a scene response time of less than an hour. In October 2022, the scene response time was 1 hour, 14 minutes.

With the assistance of the Oklahoma City Police Department, we've formed a wellness unit for OCME employees.

Permit turnaround time –

Permit turnaround time has increased slightly to 11 hours, 56 minutes in October 2022. The goal is to have permits issued in 2 business days or less.

Toxicology lab –

A 3rd board certified forensic toxicologist has been hired. Dr. Angelica Harper is close to completing her orientation and will be signing out cases in the very near future. In terms of case volume, we are among the top 10 busiest toxicology labs in the country.

Legislation –

Dr. Pfeifer has not seen legislation which directly affects the OCME. We are always watching for bills that might impact the agency.

Priority projects –

The priority project has been and will continue to be NAME reaccreditation. This will not happen until the agency is fully staffed. The earliest we anticipate inviting NAME for a site visit is a minimum of a year and a half out.

Financial snapshot –

The Tulsa equipment is almost paid for. As we finalize purchasing items for the Tulsa office, our expenditures will level out.

The agency still has a healthy balance of available cash at approximately \$7M. Nearly \$1.8M is considered in motion, leaving us roughly \$5M available.

- Update from the Deputy Chief Medical Examiner, Dr. Josh Lanter.

There are a few small issues with the new building that are slowly being corrected. Everything is under warranty, so there are no issues that will cost the agency money.

We have hired 5 FTE since moving into the new space. With these hirings, this will improve case turn-around time. The addition of the current Tulsa fellow, Dr. Taylor Doane to a staff position will also help with turn-around time. It was beneficial that she has family ties to Oklahoma and attended the University of Oklahoma. She had offers from other offices and one position that was waiting for her in another state. Dr. Doane decided to stay due to the leadership, new building and everything else we have to offer.

We've had a lot of outside interest in the new facility. We provide tours about 3 days a week to various groups. Recently, federal attorneys from Tulsa and Muskogee and funeral directors came through the facility. The tours have been very successful.

Mr. Reed motioned to adjourn the meeting. Dr. Allen seconded the motion. Roll was called and were in favor. The meeting was adjourned at 2:50 pm.

OCME Report to the Board of Medicolegal Investigations, February 2023

Eric Pfeifer, MD

Top Priorities and Concerns for OCME Operation

NAME RE-ACCREDITATION

As the new Tulsa practice location is in operation, the principal focus will turn to satisfying all the checklist items necessary for re-accreditation by the Nation Association of Medical Examiners (NAME). We plan on operating and collecting data for at least the next year prior to requesting an inspection by NAME.

The major challenge remains recruitment and retention of forensic pathologist staff.

We are pursuing federal funds under the auspices and helpful guidance of the Department of Health for expansion of our OKC office space, and purchase of a new medical examiner database program.

FORENSIC PATHOLOGIST STAFFING AND RECRUITMENT/RETENTION:

One of the last hurdles to attaining NAME standards is achieving full physician staffing. We are looking at caseload trend data to see how much, if at all caseloads have subsided. The caseload determines our staffing need. The caseload for body examinations had increased approximately 25% in the last two years. We are watching this trend and hope it subsides by this summer (2023). This increase will not be sustainable in the long run without adding appropriate numbers of staffs. We estimated we need at least 16 staff and 2 fellow physicians (18 total) to meet re-accreditation requirements.

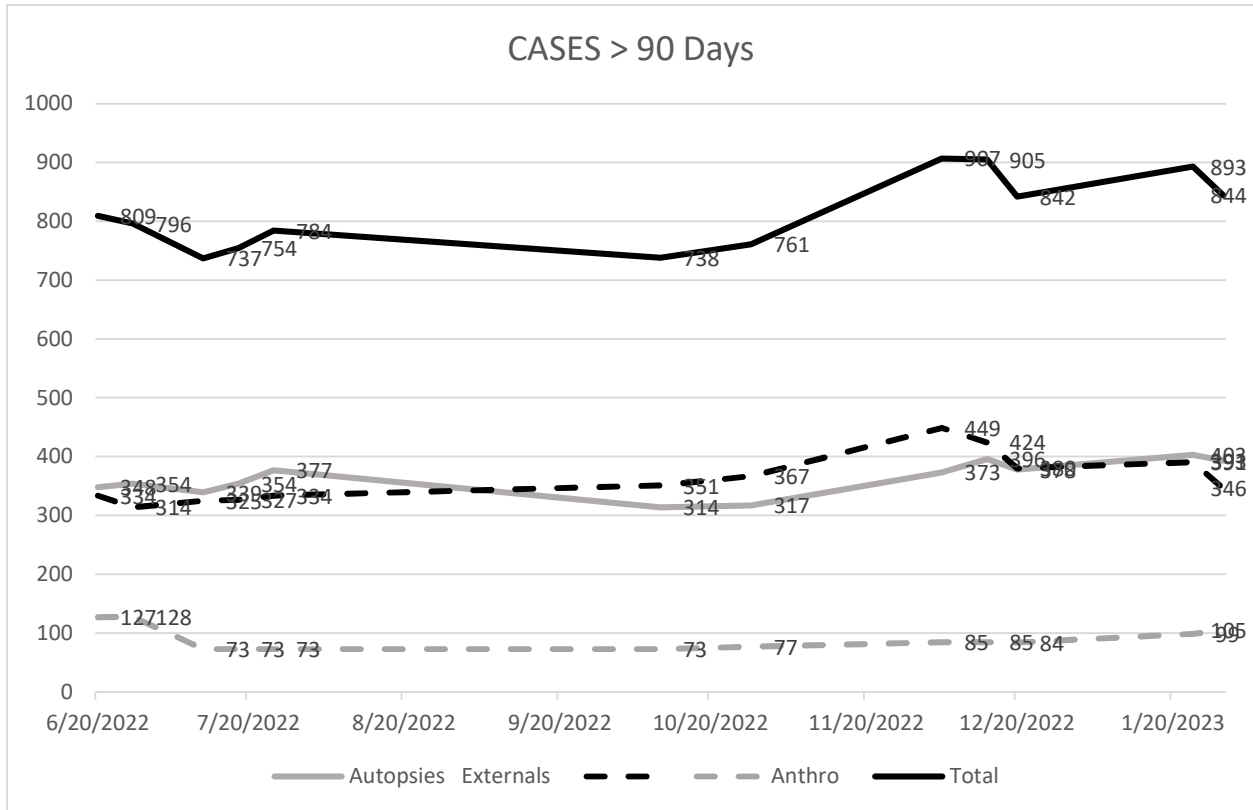
This year's fellows have both agreed to join the staff in July 2023. Unfortunately, three staff physicians have either retired or resigned since this past August. Some reasons given for the departures include the burden of high caseload and court testimonies. One is moving closer to family in Texas. One is leaving for another job. We have recently recruited two forensic pathologists to join our staff; they are 15 months out from starting.

Another concern is the rapidly increasing salary market values of forensic pathologists. Competition is increasingly fierce nationwide.

OCME Agency Departments

PHYSICIANS

Our case performance is good. The Oklahoma OCME is one of the busiest practices in the United States, with yearly examinations exceeding 8,000 per year. Measurements of case completion seem to indicate we are meeting or close to meeting NAME (Phase II) requirements. See the following graph:



To keep up with market pressure, we have adjusted the salaries of the forensic pathologist staff (effective 10/1/22) and have advertised for the open positions at this new compensation level.

We have maintained an active presence at national meetings with contributions to the medical knowledge base.

FELLOWSHIP IN FORENSIC PATHOLOGY

The Fellowship was just again granted continued full accreditation by the Accreditation Council for Graduate Medical Education (ACGME).

Presently, we have one fellow joining our training program in July 2023.

We have opened a social media account to advertise our fellowship program.

We have joined the national fellowship match program.

ADMINISTRATION

Members of Admin attended the budget meetings at the capitol.

ANTHROPOLOGY

We were successful in hiring an additional forensic anthropologist, Dr. Sara Getz! She has marvelous credentials, is experienced, and started with us a couple of weeks ago.

With the opening of the Tulsa office our space and equipment dedicated to forensic anthropology has doubled.

AUTOPSY SERVICES

With the opening of the Tulsa office our space and equipment dedicated to autopsy services since 2011 has almost doubled. Statewide we now have 18 examination tables, two LODOX, and two CT scanners.

INFORMATION TECHNOLOGY

Having an embedded OMES IT person continues to be of great value to us. We doubt we would have been able to provision the new Tulsa office and continue present operations as efficiently without this person.

We seem to be close to finalizing a LIMS system for the toxicology laboratory. Also, a data analysis system is being installed to help with analytics, and requirements of ISO accreditation of the tox lab.

We are presently conducting a search for a new, commercial case management system to replace the Access-based database system. This is expected to be a multi-year project.

INVESTIGATIONS

Scene response elapsed times (average, JANUARY 2023): 1 hr., 13m.

Scene response elapsed times (average, OCTOBER 2022): 1 hr., 14m.

Scene response elapsed times (average, July 1): 1 hr., 25m.

Scene response elapsed times (average, April 1): 1 hr., 29m.

Scene response elapsed times (average, February 2022): 1 hr., 24m.

Permit turnaround times (average, JANUARY 2023): 12hr., 6 m

Permit turnaround times (average, OCTOBER 2022): 11hr., 56 m.

Permit turnaround times (average, July 2022): 11hr., 48 m.

Permit turnaround times (average, March 2022): 12hr., 21 m.

Permit turnaround times (average, March 2022): 15hr., 56 m.

Permit turnaround times (average, Oct 2021): 16hr., 13 m.

We have been given appropriations for 4 additional FTE investigators and are filling these slots quickly. These folks will occupy district spots and it is hoped we can decrease average response times to less than one hour on average.

With the help of OCPD we have formed a new wellness unit, largely under the auspices of the OCME investigations staff.

TOXICOLOGY

We have been successful in hiring a third forensic toxicologist, Dr. Angelica Harper! The OCME tox lab maintains its accreditation and is, by caseload, among the top ten busiest forensic tox labs in the entire country. With the addition of this scientist, we will be able to cut turnaround times and devote effort toward ISO accreditation.

LEGISLATIVE ISSUES

We have asked for 813K in supplemental appropriations for FY 24, to fund 1 FP FTE, four investigator FTE, and modest salary improvements for toxicology lab personnel.

There don't appear to be any interim studies that directly affect the OCME. We are watching for bills.

PRIORITY PROJECTS

Re-accreditation by the National Association of Medical Examiners; anticipated by late 2024.

FINANCIAL

Financial report attached in the following pages.

END

FY23	APPROPRIATIONS	MONTHLY DEPOSITS	TOTAL	TOTAL EXPENDITURES	Profit/Loss
July	\$1,267,179.00	\$426,426.00	\$1,693,605.00	\$1,845,618.04	(\$152,013.04)
August	\$1,267,179.00	\$458,158.00	\$1,725,337.00	\$2,725,743.45	(\$1,000,406.45)
September	\$1,267,179.00	\$447,406.03	\$1,714,585.03	\$1,885,128.13	(\$170,543.10)
October	\$1,267,179.00	\$385,411.00	\$1,652,590.00	\$1,554,879.42	\$97,710.58
November	\$1,267,179.00	\$781,066.65	\$2,048,245.65	\$1,971,467.51	\$76,778.14
December	\$1,267,179.00	\$494,488.73	\$1,761,667.73	\$1,698,097.36	\$63,570.37
January	\$1,267,179.00				
February	\$1,267,179.00				
March	\$1,267,179.00				
April	\$1,267,179.00				
May	\$1,267,179.00				
June	\$1,267,179.00				



State of Oklahoma
 Allotment Budget and Available Cash
 As Of December 31,2022

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<u>Business Unit</u>	<u>Class</u>	<u>Dept</u>	<u>Bud Ref</u>	<u>Allocations</u>	<u>Pre Encumbered</u>	<u>Encumbered</u>	<u>Current Yr Exp</u>	<u>Prior Yr Exp</u>	<u>Allotment Budget</u>	<u>Available Cash</u>
34200										
	191									0.00
	19101	01	21	1,286,430.14	.00	.00	.00	1,286,430.14	.00	
	19101	10	21	8,411,636.19	.00	.00	.00	8,411,636.19	.00	
	19101	90	21	5,500,000.00	.00	.00	.00	5,500,000.00	.00	
	19111	01	22	201.86	.00	.00	.00	201.86	.00	
	19111	10	22	2,073,434.81	.00	.00	.00	2,073,434.81	.00	
				<u>17,271,703.00</u>				<u>17,271,703.00</u>		
	192									2,386,103.36
	19201	01	22	1,219,848.00	.00	.00	.00	1,218,643.24	1,204.76	
	19201	10	22	11,942,209.00	.00	.00	15,211.24	9,542,099.16	2,384,898.60	
	19201	90	22	6,000,000.00	.00	.00	1,000,000.00	5,000,000.00	.00	
				<u>19,162,057.00</u>			<u>1,015,211.24</u>	<u>15,760,742.40</u>	<u>2,386,103.36</u>	
	193									204,032.17
	19301	01	23	1,325,650.00	.00	.00	656,813.15	.00	668,836.85	
	19301	10	23	13,880,494.00	.00	827,721.06	6,742,228.68	.00	6,310,544.26	
				<u>15,206,144.00</u>		<u>827,721.06</u>	<u>7,399,041.83</u>		<u>6,979,381.11</u>	
	200									6,715,632.94
	20000	01	21	30,950.00	.00	.00	.00	.00	30,950.00	
	20000	01	22	33,450.00	.00	.00	12.29	662.49	32,775.22	
	20000	01	23	33,449.00	.00	.00	2,006.89	.00	31,442.11	
	20000	10	21	4,402,531.00	.00	217,216.56	848.85	2,762,488.29	1,421,977.30	
	20000	10	22	4,375,745.78	5,000.01	554,458.90	677,958.06	2,176,182.48	962,146.33	
	20000	10	23	4,152,447.00	.00	1,368,685.05	1,215,346.99	.00	1,568,414.96	



State of Oklahoma
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<u>Business Unit</u>	<u>Class</u>	<u>Dept</u>	<u>Bud Ref</u>	<u>Allocations</u>	<u>Pre Encumbered</u>	<u>Encumbered</u>	<u>Current Yr Exp</u>	<u>Prior Yr Exp</u>	<u>Allotment Budget</u>	<u>Available Cash</u>
34200										
	200									6,715,632.94
	20000	88	21	1,965,757.00	2,477.76	194,657.16	502,055.50	1,169,002.94	97,563.64	
	20000	88	22	2,681,609.90	260,002.27	71,942.23	174,665.33	1,940,658.07	234,342.00	
	20000	88	23	1,359,908.00	25,829.17	670,367.89	630,811.34	.00	32,899.60	
	20000	90	21	500,000.00	.00	.00	.00	500,000.00	.00	
				<u>19,535,847.68</u>	<u>293,309.21</u>	<u>3,077,327.79</u>	<u>3,203,705.25</u>	<u>8,548,994.27</u>	<u>4,412,511.16</u>	
	383									0.00
	38301	10	21	500,000.00	.00	.00	.00	500,000.00	.00	
				<u>500,000.00</u>				<u>500,000.00</u>		
	400									545,682.51
	40000	01	21	25,020.00	.00	.00	.00	.00	25,020.00	
	40000	01	22	23,382.00	.00	.00	13,963.19	.00	9,418.81	
	40000	01	23	24,220.00	.00	.00	.00	.00	24,220.00	
	40000	10	21	56,117.00	.00	.00	.00	51,409.08	4,707.92	
	40000	10	22	46,648.00	.00	.00	.00	46,626.93	21.07	
	40000	10	23	142,161.00	.00	.00	28,498.61	.00	113,662.39	
				<u>317,548.00</u>			<u>42,461.80</u>	<u>98,036.01</u>	<u>177,050.19</u>	
Business Unit Totals				71,993,299.68	293,309.21	3,905,048.85	11,660,420.12	42,179,475.68	13,955,045.82	9,851,450.98



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<u>Business</u>	<u>Unit</u>	<u>Class</u>	<u>Dept</u>	<u>Bud Ref</u>	<u>Allocations</u>	<u>Pre Encumbered</u>	<u>Encumbered</u>	<u>Current Yr Exp</u>	<u>Prior Yr Exp</u>	<u>Allotment Budget</u>	<u>Available Cash</u>
Grand Totals					<u>71,993,299.68</u>	<u>293,309.21</u>	<u>3,905,048.85</u>	<u>11,660,420.12</u>	<u>42,179,475.68</u>	<u>13,955,045.82</u>	<u>9,851,450.98</u>