

CENTRAL OFFICE  
901 N. Stonewall  
Oklahoma City, OK 73117  
Tel: (405) 239-7141  
Fax: (405) 239-2430



EASTERN OFFICE  
1115 West 17<sup>th</sup> St.  
Tulsa, OK 74107  
Tel: (918) 295-3400  
Fax: (918) 585-1549

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

**BOARD MEETING AGENDA  
REGULAR MEETING**

Thursday, August 4, 2022, 2:00 P.M.  
921 N.E. 23<sup>rd</sup> St., Oklahoma City, OK 73105, (405) 239-7141  
Via Videoconference at 1115 W. 17<sup>th</sup>, Tulsa, OK 74107, 918-295-3400

Mr. Rick Adams, Mr. Robert Hoisington, Mr. Tyler Stiles, Mr. Keith Reed,  
Dr. Michael Magguilli, 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 May 5, 2022.
- III. Update from the Chief Medical Examiner
  - ◆ Overview of agency operations
- IV. Update from Deputy Chief Medical Examiner
  - ◆ Tulsa office updates.
- V. New Business
- VI. Adjourn

CENTRAL OFFICE  
921 NE 23<sup>rd</sup> Street  
Oklahoma City, OK 73105  
Tel: (405) 239-7141  
Fax: (405) 239-2430



EASTERN OFFICE  
1115 West 17<sup>th</sup> St.  
Tulsa, OK 74107  
Tel: (918) 295-3400  
Fax: (918) 585-1549

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

**BOARD OF MEDICOLEGAL INVESTIGATIONS  
REGULAR MEETING**

Board Meeting Minutes from  
Thursday May 5, 2022, at 2:00 p.m.  
921 NE 23<sup>rd</sup> Street, Oklahoma City, OK 73105  
and Via Videoconference

*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 23<sup>rd</sup> Street, Oklahoma City, OK.*

Members present: Mr. Ricky Adams, Mr. Robert Hoisington, Mr. Tyler Stiles, Dr. Michael Magguilli and Dr. Eric Pfeifer.

Members present via videoconference: Dr. Eric Harp, and Dr. Doug Stewart.

Members absent: Mr. Keith Reed, Dr. Robert Allen,

Others Present: Dr. Josh Lanter (OCME) Via videoconference, Jennifer Dickson (OAG), Kari Learned (OCME), Lori Shively (OCME), Jodi Dillon (OCME), Dr. Marc Harrison (OCME), Alisha Heinen (OCME) Via videoconference.

Mr. Adams called the meeting to order at 2:00 p.m. Roll was called and a quorum was established.

Mr. Hoisington motioned to adopt the minutes as written from April 7, 2022, meeting. Dr. Stewart seconded the motion. Roll was called and all were in favor.

● Update from the Chief Medical Examiner, Dr. Eric Pfeifer

~ Dr. Pfeifer presented the agency update to the Board.

Dr. Pfeifer announced the case load trend appears to be decreasing in Oklahoma City and Tulsa. He will continue to watch the numbers.

He is optimistic about FY23 appropriations. He's been answering questions from the legislature

regarding our budget request which was \$15.5M. Approximately \$2.5M of the request is for incremental increases in staff and salaries. The remainder will be for operational expenses for the new Tulsa office.

#### Fellowship –

Two new fellows will join us July 1<sup>st</sup> of this year. The agency received a letter this week from the Accreditation Council for Graduate Medical Education (ACGME) notifying us of our continued accreditation status for 2 fellows.

#### Investigations –

Scene response time average for the month of April was 1 hour 29 minutes. The only way to reduce this time is to add more staff.

Mr. Adams asked if the arrival time is determined by where the investigators live or if they are already on another call. Dr. Pfeifer responded that it is both, especially in the east and southeastern districts. Dr. Lanter added that in some instances the drive time could be 3 hours or more each way.

#### Permit turnaround time –

Permit turnaround time has decreased slightly to 12 hours 21 minutes. The goal is to have permits issued in 48 hours or less.

#### Toxicology lab –

We installed 2 new GC's last week and a mass spectrometer will be installed in June. Hopefully we are able to reduce the toxicology turn around time with the installation of new equipment.

#### Legislation –

SB1123 appears to be the only bill that made it to the Governor's desk. This would allow decedents to be transported from a motor vehicle accident without the permission of the Medical Examiner's Office. Dr. Pfeifer has done everything to let people know that at best, this will be a minor nuisance and at worst it could be a horrible problem for the agency. The biggest problem we see is broken chain of custody at scenes. At this point, we will wait to see what happens.

#### Financial snapshot –

The Tulsa project is on budget and on time. The ribbon cutting is scheduled for July 28<sup>th</sup>. We anticipate partial occupancy sooner than that date. For the month of April, the agency went into the red by \$114K. This is not a concern for Dr. Pfeifer, available cash as of yesterday was \$10.5M.

Mr. Adams asked Dr. Pfeifer the amount of total budget request and if he know what will be received for personnel pay increases. Dr. Pfeifer responded that the total requested amount was \$15.5M. \$250K is for operational building expenses for the new Tulsa office and \$2.5M is for incremental salary increases. This is to include 4 new investigators, 1 new chemist, 1 new toxicologist, an anthropologist, and 1 additional autopsy technician for Tulsa. The salary increases were based on solid market data for toxicology, autopsy staff, administration, and investigations. The only staff not receiving increases this year will be the physicians.

Mr. Hoisington asked Dr. Pfeifer if he felt the additional 4 investigators will help with response time. Dr. Pfeifer replied, we will not see the results immediately due to the amount of time required to recruit, hire, and train new investigators. The goal is to hire an additional 10 investigators, at that point we will begin to see a difference.

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

The primary focus for Tulsa right now is the new building. Full occupancy is estimated to be in early July. They will start moving some equipment within the next 2-3 weeks. The punch list will be reviewed next week and perform an inspection of the building making notes of anything that needs to be replaced or repaired. Dr. Lanter shared photos of the new building and it's progress.

The CT scanner was to be installed last week, however, Cannon was uncomfortable with the progress of the room. They recommend the room is finished before the CT scanner is installed. Flintco agreed to wait until the end of the month for the installation to ensure everything is completed.

A combined ribbon cutting ceremony with OCME and OSU is scheduled for July 28, 2022, at 4:30 P.M. OCME is planning our own open house for employees along with their families and friends prior to autopsy services being moved to the new building.

Mr. Adams mentioned the Board members would like to attend the ribbon cutting ceremony in support of the agency.

- No new business.

Mr. Hoisington motioned to adjourn the meeting. Dr. Stewart seconded the motion. Roll was called and were in favor. The meeting was adjourned at 2:21 pm.

# OCME Report to the Board of Medicolegal Investigations, August 2022

Eric Pfeifer, MD

## Foreword

The following is a reporting format that includes key operational components of the practice and quality indicators important to the mission of the OMCE. New information and data is bolded. Previous material is *italicized*.

**The new Tulsa building is in operation! Ribbon cutting was July 28.**

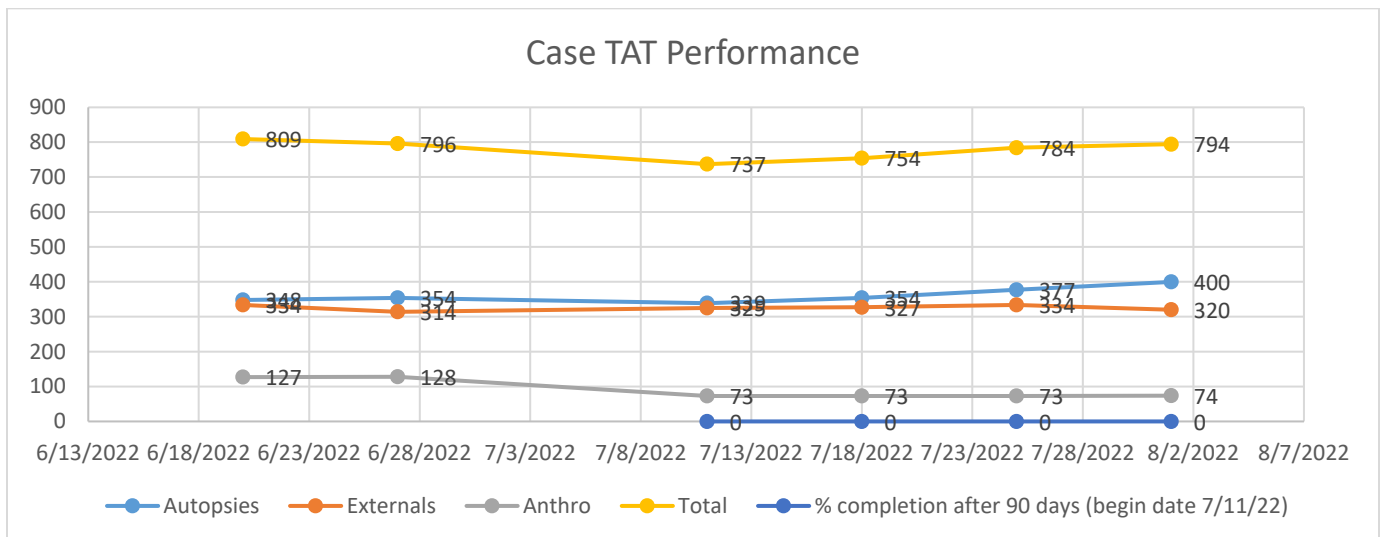
## Top Concerns for OCME operation

**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. We plan on operating and collecting data for the next year prior to requesting an inspection by NAME.**

**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. This increase will not be sustainable in the long run without adding appropriate numbers of staffs.*

## Physicians



We estimated we need 16 staff and 2 fellow physicians (18 total) to meet re-accreditation parameters.

We are optimistic about the possibility of having this years' fellows join the staff in July 2023.

One staff physician has announced retirement, effective September 2022.

## **Fellowship in Forensic Pathology**

Two new fellows joined us in July.

The Fellowship was just again granted continued full accreditation by the ACGME.

We have one fellow joining our training program in July 2023.

## **Administration**

Salary adjustments for all administrative staff commenced July 2022.

A new system of Payroll/HR data entry begins. We watch it with interest.

The 2022 budget book is completed. In a few months we will have detailed discussions about next years' needs.

## **Anthropology**

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

Salary adjustments for the forensic anthropologists (FA) commenced July 2022.

We are approved for an incremental FTE increase in the FA staff and recruitment is underway.

## **Autopsy Services**

With the opening of the Tulsa office our space and equipment dedicated to autopsy services since 2011 has almost doubled.

Salary adjustments for the autopsy technicians commenced July 2022.

## **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 operations as efficiently without this person.**

## **Investigations**

**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, 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.*

**Salary adjustments for the Investigators commenced July 2022.**

**We have been approved for 4 additional FTE investigators. Recruitment is underway.**

## **Toxicology**

**Salary adjustments for the toxicologists and forensic chemists commenced July 2022.**

**We have been approved for an additional FTE toxicologist.**

**Two new GC instruments and an LCMS have been installed.**

## **Legislative Issues**

**There don't appear to be any interim studies that directly affect the OCME.**

## **Priority Projects**

**Re-accreditation by the National Association of Medical Examiners; anticipated by 2023-24.**

## **Financial**

*See "Financial Snapshot" to be presented at Board meeting as part of a PowerPoint presentation item.*

END



MKELLOGG01

**From Agency: 34200 To Agency: 34200**

Allotment Budget and Available Cash

Date/time Printed: 8/1/2022 : 01:36:23 PM



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

8/1/2022  
 01:36:23 PM  
 Page 1

<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									2,886,103.36
	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	500,000.00	5,000,000.00	500,000.00	
				<u>19,162,057.00</u>			<u>515,211.24</u>	<u>15,760,742.40</u>	<u>2,886,103.36</u>	
	193									172,860.48
	19301	01	23	1,325,650.00	.00	.00	113,939.96	.00	1,211,710.04	
	19301	10	23	13,880,494.00	.00	371,365.38	980,378.56	.00	12,528,750.06	
				<u>15,206,144.00</u>		<u>371,365.38</u>	<u>1,094,318.52</u>		<u>13,740,460.10</u>	
	200									7,620,409.30
	20000	01	21	30,950.00	.00	.00	.00	.00	30,950.00	
	20000	01	22	33,450.00	.00	.00	.00	662.49	32,787.51	
	20000	01	23	33,449.00	.00	.00	.00	.00	33,449.00	
	20000	10	21	4,402,531.00	.00	218,065.41	.00	2,762,488.29	1,421,977.30	
	20000	10	22	4,375,745.78	.01	1,029,149.13	150,742.97	2,176,182.48	1,019,671.19	
	20000	10	23	3,508,047.00	89,143.00	848,664.29	5,865.26	.00	2,564,374.45	



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

8/1/2022  
 01:36:23 PM  
 Page 2

<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									7,620,409.30
	20000	88	21	1,965,757.00	866.64	700,708.78	.00	1,169,002.94	95,178.64	
	20000	88	22	2,681,609.90	10,080.00	116,200.02	50,030.63	1,940,658.07	564,641.18	
	20000	88	23	1,359,908.00	218,679.95	37,224.00	.00	.00	1,104,004.05	
	20000	90	21	500,000.00	.00	.00	.00	500,000.00	.00	
				18,891,447.68	318,769.60	2,950,011.63	206,638.86	8,548,994.27	6,867,033.32	
	383									0.00
	38301	10	21	500,000.00	.00	.00	.00	500,000.00	.00	
				500,000.00				500,000.00		
	400									131,967.35
	40000	01	21	25,020.00	.00	.00	.00	.00	25,020.00	
	40000	01	22	23,382.00	.00	.00	.00	.00	23,382.00	
	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	5,000.00	3,835.63	.00	133,325.37	
				317,548.00		5,000.00	3,835.63	98,036.01	210,676.36	
Business Unit Totals				71,348,899.68	318,769.60	3,326,377.01	1,820,004.25	42,179,475.68	23,704,273.14	10,811,340.49



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

8/1/2022  
01:36:23 PM  
Page 3

<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>71,348,899.68</u>	<u>318,769.60</u>	<u>3,326,377.01</u>	<u>1,820,004.25</u>	<u>42,179,475.68</u>	<u>23,704,273.14</u>	<u>10,811,340.49</u>

MKELLOGG01

6 Digit Object of Expenditure Report

From Business Unit: 34200 To Business Unit: 34200

Date/time Printed: 8/1/2022: 13:37:07 PM



State of Oklahoma

8/1/2022

13:37:07 PM

Page 2

6 Digit Object of Expenditure Report  
 From : July 01,2022 To: July 31, 2022  
 From Business Unit: 34200 To Business Unit: 34200

<u>Business Unit</u>	<u>Major Class</u>	<u>Sub Class</u>	<u>Account</u>	<u>Current Month</u>	<u>Fiscal YTD</u>
34200	510000		PERSONAL SERVICES		
		511000			
			511110 Sals-Regular Pay	785,285.96	785,285.96
			511130 Sals-Non-Reg Pay	12,249.16	12,249.16
			511210 Longevity Pay-State Employees	12,068.00	12,068.00
			511280 Holiday Pay - Payroll Only	6,467.10	6,467.10
			511310 Terminal Leave	2,321.54	2,321.54
			511420 Excess Benefit Allowance	5,395.92	5,395.92
			511430 Employee Exp.Allow-Reportable	70.54	70.54
			<b>Sub Class 511000 Total</b>	<b>823,858.22</b>	<b>823,858.22</b>
		512000			
			512110 Insur.Prem-Hlth-Life-State Pln	104,418.10	104,418.10
			512210 Unemployment Compen.-Payroll	2,252.53	2,252.53
			512310 Insur.Prem-Workers Comp.	4,492.35	4,492.35
			<b>Sub Class 512000 Total</b>	<b>111,162.98</b>	<b>111,162.98</b>
		513000			
			513110 Employer Share-FICA	47,999.87	47,999.87
			513120 Employer Share-MQFE/FICA	11,748.02	11,748.02
			513230 Employer Share OPERS	69,423.23	69,423.23
			513280 Employer Match-AdFeeSt.Annuity	1,195.40	1,195.40
			513290 St.Match-Ad Fee-Def Contr	23,999.82	23,999.82
			513300 Ret.Savings-Def Contr Plan	34,817.16	34,817.16
			<b>Sub Class 513000 Total</b>	<b>189,183.50</b>	<b>189,183.50</b>
		515000			
			515010 Offices Of Lawyers	2,916.93	2,916.93
			515380 Other Computer Related Svc	37,360.00	37,360.00
			515540 Other Prof, Sc. & Tech.Svc	37.00	37.00
			515580 Business Support Services	4,054.92	4,054.92
			515610 Business Service Centers	234.44	234.44
			515820 Medical & Diagnostic Labs	317.94	317.94
			515990 Other Svcs-exc.Pub.Admin.	29.90	29.90



State of Oklahoma

8/1/2022

13:37:07 PM

Page 3

6 Digit Object of Expenditure Report  
 From : July 01,2022 To: July 31, 2022  
 From Business Unit: 34200 To Business Unit: 34200

<u>Business Unit</u>	<u>Major Class</u>	<u>Sub Class</u>	<u>Account</u>	<u>Current Month</u>	<u>Fiscal YTD</u>
34200	510000		PERSONAL SERVICES		
		Sub Class 515000 Total		44,951.13	44,951.13
		519000			
			519130 Flexible Benefits-Adminis.	1,306.35	1,306.35
		Sub Class 519000 Total		1,306.35	1,306.35
	Major Class 510000 Total			1,170,462.18	1,170,462.18
34200	520000		TRAVEL		
		521000			
			521110 In-State Mileage-Motor Vehicle	983.86	983.86
			521120 In-State Meals-Subsistence Exp	283.00	283.00
			521140 In-State Miscellaneous Charges	63.40	63.40
		Sub Class 521000 Total		1,330.26	1,330.26
		522000			
			522113 InStPurPikePassCollFeesAgcyDir	55.61	55.61
			522130 OutofSt Pur Food Ldg Agcy Dir	96.00	96.00
			522150 Registration - Agency Direct	1,500.00	1,500.00
		Sub Class 522000 Total		1,651.61	1,651.61
	Major Class 520000 Total			2,981.87	2,981.87
34200	530000		ADMINISTRATIVE EXPENSE		
		531000			
			531110 Freight Expenses	39,292.00	39,292.00
			531130 Telecommunication Services	9,636.52	9,636.52
			531170 Informational Service	1,200.00	1,200.00
			531230 ERP System Services	1,521.00	1,521.00
			531250 Licenses, Permits, etc.	896.00	896.00
			531260 Membership in Organizations	125.00	125.00
			531350 Utility Charge-Other Utilities	28.12	28.12



State of Oklahoma

8/1/2022

6 Digit Object of Expenditure Report  
 From : July 01,2022 To: July 31, 2022  
 From Business Unit: 34200 To Business Unit: 34200

13:37:07 PM

Page 4

<u>Business Unit</u>	<u>Major Class</u>	<u>Sub Class</u>	<u>Account</u>	<u>Current Month</u>	<u>Fiscal YTD</u>
34200	530000	ADMINISTRATIVE EXPENSE			
		531360	Utility Charge Natural Gas	786.42	786.42
		Sub Class 531000 Total		53,485.06	53,485.06
		533000			
		533110	Mtce-Rep.-Bldgs-grnds-Vendor	3,004.50	3,004.50
		533120	Mtce-Rep.-Equipment-Vendors	799.59	799.59
		533150	Mtce-Rep.-Dp Software-Vendors	6,322.50	6,322.50
		533180	Housekpg/Janit./Sanit.Sup,Mat	595.00	595.00
		Sub Class 533000 Total		10,721.59	10,721.59
		534000			
		534260	Medical Supplies And Materials	30,801.72	30,801.72
		Sub Class 534000 Total		30,801.72	30,801.72
		536000			
		536130	Office Supplies Non-Expendable	1,455.14	1,455.14
		536140	Office Supplies (Expendable)	1,803.74	1,803.74
		Sub Class 536000 Total		3,258.88	3,258.88
		537000			
		537190	Lab,Medical Supplies-Materials	10,412.27	10,412.27
		537210	Laboratory Services	3,784.60	3,784.60
		Sub Class 537000 Total		14,196.87	14,196.87
		Major Class 530000 Total		112,464.12	112,464.12
34200	540000	PROP,FURN,EQUIP & RELATED DEBT			
		541000			
		541150	Equip-Furn-Residential Educ.	6,929.61	6,929.61
		541160	Equip-Medical	38,651.10	38,651.10
		541220	Equip-Fire,Safety,Law Enf.	10,111.26	10,111.26
		541250	Equip-Lab	2,880.00	2,880.00
		Sub Class 541000 Total		58,571.97	58,571.97





State of Oklahoma

8/1/2022

13:37:07 PM

Page 5

6 Digit Object of Expenditure Report  
 From : July 01,2022 To: July 31, 2022  
 From Business Unit: 34200 To Business Unit: 34200

<u>Business Unit</u>	<u>Major Class</u>	<u>Sub Class</u>	<u>Account</u>	<u>Current Month</u>	<u>Fiscal YTD</u>
34200	540000		PROP,FURN,EQUIP & RELATED DEBT		
		542000			
			542120 Library Resources-Textbooks	1,137.90	1,137.90
		Sub Class 542000 Total		<u>1,137.90</u>	<u>1,137.90</u>
		546000			
			546210 Bldgs,Struct.-Constr.-Renov.	500,000.00	500,000.00
		Sub Class 546000 Total		<u>500,000.00</u>	<u>500,000.00</u>
	Major Class 540000 Total			<u>559,709.87</u>	<u>559,709.87</u>
Business Unit 34200 Total				<u>1,845,618.04</u>	<u>1,845,618.04</u>
Grand Total by Business Unit				<u><u>1,845,618.04</u></u>	<u><u>1,845,618.04</u></u>