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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, August 3, 2017 at 2:00 p.m.
Location: Oklahoma State University,
Forensic Sciences & Biomedical Research Building,
1111 W. 17th Street, Room D201,
Tulsa, OK 74107
918-295-3400

In conformity with the Oklahoma Open Meeting Act, advance notice of this meeting was transmitted to the Oklahoma Secretary of State on November 23, 2016, at 2:33 PM 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, 901 N. Stonewall, Oklahoma City, OK and on the front door of the Office of the Chief Medical Examiner Eastern Division, 1115 W. 17th, Tulsa.

Members present: Mr. Rocky McElvany, Mr. Chris Ferguson, Mr. Glen Huff, Dr. Robert Allen, Dr. Douglas Stewart

Members absent: Dr. Steve Vogel, Mr. Charlie Curtis, Dr. Roy Zhang and Dr. Eric Pfeifer

Others Present: Amy Elliott (OCME), Kari Learned (OCME), Dr. Joshua Lanter (OCME), Mary Wilson (OCME) and Tiffany Wythe (OAG).

Mr. McElvany called the meeting to order at 2:02 p.m. Roll was called and a quorum was established.

Dr. Stewart motioned to adopt the minutes as written from the May 4, 2017 meeting. Mr. Huff seconded the motion. Roll was called, and all were in favor.

Update from Chief Administrative Officer – Amy Elliott

● Financial snapshot –

~ We have close to \$7.8M, of which, \$3.4M has already been encumbered. We have outstanding expenses for moving all the medical equipment and contents of the current building to the new location. The Office of Management and Enterprise Solutions (OMES) will have a total of 4 bills; one for cabling in the amount of \$86K has already been paid. The remaining 3 will most likely run a total of approximately \$300K-\$400K. The new laboratory information management system (LIMS) still needs to be purchased for the toxicology laboratory, this will run approximately \$400K. The computers for the new practice will be leased through OMES with an approximate cost of \$70K per year. This will allow us to upgrade the computers every 3 years. With the new CT scanner, we are looking at additional network data storage fees, which will be costly.

Mr. Ferguson asked if the Oklahoma City practice plans to move over a weekend. Mrs. Elliott advised this move will take several days to a couple of weeks. The laboratory will be down 2 weeks while their equipment is being prepped, packed, moved, set up and tested at the new location.

The Lodox will take 5 days to move. This could cause a slowdown in the autopsy lab since the CT scanner was to be installed prior to move. We have been notified that the CT will not be ready. Somehow, our order was misplaced and Toshiba has not started manufacturing our scanner. X-rays will be taken with a portable machine until the Lodox is moved and is operational. The plan is to utilize the over-night autopsy lab assistants. They will start the x-ray process as the bodies are being brought in throughout the night. Dr. Lanter added with worst case scenario, the decedent's can be brought to the Tulsa office.

Mr. Ferguson asked if permits would be delayed during the move. Mrs. Elliott assured him permits will not be affected and the transition should be seamless.

Mrs. Elliott will meet with the appraisers tomorrow, August 4th, at OMES. The University of Oklahoma and the State Health Department have shown interested in the existing building.

- Legislative update –

~ Effective November 1, 2017, SB207 will become law. This changes the way OCME case reports are released by the Agency. Mrs. Elliott discussed key points of the Bill and assures the Board, the Agency will always follow the law as it relates to releasing reports. Mrs. Elliott also informed the Board that she and Assistant Attorney General, Tiffany Wythe met with Senator Bice regarding the language of the bill and provided her with recommended changes. However, the final Bill does not include any of those recommendations.

- Update of the Oklahoma City practice building –

~ Mrs. Elliott presented photos of the new Oklahoma City practice building in its current state of construction. The Tulsa practice facility must move forward as well and will hopefully be in next year's legislation as a bond.

Dr. Allen asked if re-accreditation is possible if the new Tulsa practice is in progress. Mrs. Elliott advised that everything must be complete with both practices before re-accreditation is obtained. Dr. Allen asked for a realistic timeline and Dr. Lanter said best case scenario looks like 2019.

Mrs. Elliott announced to the Board that the Governor would like the ribbon cutting ceremony sometime during the week of October 30th. Once the date is confirmed, she will pass it along to the Board.

- Staff update –

~We are currently looking to fill 2 forensic pathologist positions.

Update from Deputy Chief Medical Examiner – Joshua Lanter, M.D

- Staff update –

~ Dr. Jeremy Shelton started his fellowship with us July 1st. This is the first fellow the Tulsa office has had in 15 years. Oklahoma has a rich caseload, so this has been a great experience for him and us.

We are one district investigator position away from all of our investigator positions being completely filled. The position has been posted and we currently have applicants to be interviewed. The forensic pathologist position vacated by Dr. Wiens is still available. We've had a couple of interviews, but haven't yet found the right fit.

Dr. Stewart asked if anything is standing in the way to recruit and offer a position for the fellowship next year. Dr. Lanter assured him that everything is in place and ready to have another fellow in Tulsa for 2018-2019. We are hoping Dr. Shelton will get the word out to potential candidates.

- Tulsa office update

~ We continue to have problems with the air conditioning in the Tulsa practice. The cooling system has been down, nearly every day for the last 3 weeks. Mrs. Elliott added that if the legislators come through with funding for the Tulsa practice, Oklahoma State University (OSU) will make the ME's office a priority.

Mr. McElvany advised the Board that Dr. Pfeifer's performance review will be held during the November meeting in executive session.

There was no new business.

Mr. Huff motioned to adjourn the meeting, Dr. Allen seconded the motion. All were in favor. The meeting was adjourned at 2:36 pm.