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

**BOARD OF MEDICOLEGAL INVESTIGATIONS
SPECIAL MEETING**

Board Meeting Minutes from
Tuesday, August 1, 2019 at 2:00 p.m.
921 NE 23rd Street, Oklahoma City, OK 73105
405-239-7141
And via videoconference at
1115 W. 17th St., 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 December 3, 2018 at 2:38 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, 921 NE 23rd Street, 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. Glen Huff, Mr. Ricky Adams, Dr. Steve Vogel, Mr. Rocky McElvany, and Mr. Chris Ferguson.

Members present via videoconference: Dr. Doug Stewart and Dr. Robert Allen and Dr. Eric Pfeifer.

Members absent: Dr. Roy Zhang.

Others Present: Kari Learned (OCME), Lori Shively (OCME), and John Crittenden (OAG). Via video conference; Dr. Josh Lanter (OCME) Amy Elliott (OCME), Dr. Asma Sharif (OCME), Samantha Richardson (OCME) and Alisha Heinen (OCME).

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

Mr. Adams motioned to adopt the minutes as written from the June 4, 2019, meeting. Dr. Vogel seconded the motion. Roll was called and all were in favor.

Update from the Chief Medical Examiner – Dr. Eric Pfeifer

- Financial snapshot -
~ Our current cash reserves are at \$9.6M. Approximately \$4.5M will be used during the planning and preliminary phases of construction of the Tulsa practice.

- Staff update –

~ Dr. Pfeifer announced the addition of 2 new forensic pathologists to the Oklahoma City staff. Dr. Asma Sharif came to us out of her fellowship in San Antonio, TX. Dr. Leonardo Roquero is leaving Las Vegas, NV and will join us in a couple of weeks.

- Priority projects –

~ The new Tulsa practice continues to be the priority project. We are currently entering the schematic design phase.

Mr. Huff announced that he and Dr. Pfeifer were invited and interviewed for a show titled the “Verdict”. Dr. Pfeifer appeared and spoke on behalf of the Medical Examiner’s Office. The program aired July 31st and will be available to watch on YouTube.

Update from Chief Administrative Officer – Mrs. Amy Elliott

- Computer update –

~ Mrs. Elliott advised that Dr. Lanter has chosen not to update the computers in the Tulsa office until they move into the new building. The Office of Management and Enterprise Services (OMES) mandates agencies use Dell brand computers. However, since moving into the new building in November 2017, the OCME Oklahoma City office has had 14 of the new computers crash in 18 months. Mrs. Elliott has filed a complaint with Governor’s office and Dell.

- Laboratory information management system (LIMS) update –

~ We’ve begun working with OMES on the LIMS program. This will be the new database for our toxicology laboratory. The current system is extremely outdated and new software is desperately needed.

- Picture archiving and communication system (PACS radiology storage) –

~ We are close to finishing the PACS server change over. Once all images have been transferred to the new system, Mrs. Elliott will sign off with OMES.

- Personnel update –

~ Dr. Pfeifer previously mentioned Dr. Sharif and Dr. Roquero joining the Oklahoma City staff as forensic pathologists.

- Budget update -

~ Our budget was balanced and submitted then approved by OMES. The changes are, adding 2 forensic pathologists and an addition fellow.

Mr. Ferguson asked if the LIMS is being developed by OMES from scratch. Mrs. Elliott advised that OMES is not developing the program, however, their approval and input is required. There are several vendors that have software programs that could work for us and we are in the process of selecting one. Dr. Pfeifer added that we’ve gone through OMES purchasing which slows the process.

Update from the Deputy Chief Medical Examiner – Dr. Josh Lanter

- Tulsa office updates –

~ Dr. Lanter announced the time table for the new Tulsa building. Ground breaking is scheduled to begin in the spring of 2020 with completion in 18 to 24 months.

We've met almost weekly with the architects in designing our floor plan. Yesterday, a group of 15-20 people went to the Oklahoma City office and were given a tour by Dr. Pfeifer. The group consisted of architects, HVAC, lighting and electrical engineers. They went through the building room by room to get idea of the advantages and disadvantages of the OKC construction. They would like to model the Tulsa building very similar to OKC minus some of the drawbacks that Dr. Pfeifer was able to explain to the group.

The floor plan for the first floor autopsy suite and the 2nd floor have been completed. Now they are entering the details of adding electrical outlets and calculating how wide the doors should be, etc.

We have generated interest from some VIPs such as Governor Stitt along with Secretary of State, Michael Rogers who toured the Tulsa office 5-6 weeks ago. Today, Budget Secretary Mike Mazzei toured with Dr. Kayse Shrum of Oklahoma State University (OSU). Everything seems to be going very well at this point.

Dr. Allen asked Dr. Lanter if there seems to be an enthusiasm from all concerned about the nature of this partnership. Dr. Lanter responded that they seem to be as excited about the project as we are and would like to keep the Tulsa Medical Examiner's office in the same location. This is an arrangement that works well for them.

- New business –

~ No new business

Mr. Adams motioned to adjourn the meeting, Mr. McElvany seconded the motion. Roll was called, all were in favor and the meeting was adjourned at 2:12 pm.