

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 OF MEDICOLEGAL INVESTIGATIONS  
REGULAR MEETING**

Board Meeting Minutes from  
Thursday, May 1, 2014 at 2:00 p.m.  
Location Office of the Chief Medical Examiner  
901 N. Stonewall, Oklahoma City, OK 73117, 405-239-7141 and  
Via Videoconference at 1115 W. 17<sup>th</sup> St., Tulsa, OK 74117, 918-582-0985

*In conformity with the Oklahoma Open Meeting Act, advance notice of this meeting was transmitted to the Oklahoma Secretary of State on December 12 at 4:22 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. 17<sup>th</sup>, Tulsa at 1:06 pm, April 30, 2014.*

Members Present: Mr. Chris Ferguson, Mr. Rocky McElvany, Mr. Charles Curtis, Dr. Barbara Bane and Dr. Eric Pfeifer

Members attended via Videoconference: Mr. Thomas Mortensen & Dr. Karlis Sloka

Others Present: Amy Elliott (OCME), Kari Learned (OCME), Timothy Dwyer (OCME), Martha Kulmacz (OAG), Callie Farrar (OCME via videoconference), Alyssa Harrison (United Tissue Network), Jeff Joseph and Marjorie Salt.

Mr. Ferguson called the meeting to order at 2:01 p.m. Roll was called and a quorum was established.

Mr. McElvany motioned to adopt the minutes from the April 3, 2014 meeting. Mr. Curtis seconded the motion. Roll was called and all were in favor.

Dr. Pfeifer provided the following update:

- The financial snapshot shows the expenditures for last month slightly exceeded our receivables. We have dipped into our cash reserves to purchase large instruments such as a mass spectrometer (LCMSMS) for about \$250K and additional microscopes which were approximately \$80K. Those purchases will go with us to the new building. This will bring down the overall cost of the new facility.

- We currently have 236 autopsy cases over 90 days old. We continue to chisel away at these cases and hope not to have a backlog after September of this year.

Mr. Curtis asked if the Agency would receive a 5% reduction in appropriations for the upcoming fiscal year. Dr. Pfeifer said he is not sure at this point, but will know by the end of the month.

Update from Chief Administrative Officer:

- Legislative update: Senate Bill 1183, which cleans up the language of Title 63 passed the Senate. It also passed the House with amendments. (Mrs. Elliott provided copies of the Floor Amendments by Representative Derby and Representative Grau to the Board) The amendment by Rep. Derby speaks to prescription drugs involved in a cause of death. The Agency already provides the information as requested. Rep. Grau's amendment requests the removal of the words "and eastern facilities offices". The Bill will go back to the House and could take a couple of weeks to finalize. House Bill 2490 authored by Lisa Billy, passed the House, however, it looks like it will die in the Senate. Mrs. Elliott looked at HB3294 today, it has been amended and engrossed and a conference has been granted.

- The mass fatality plan has been improved with the input from experienced employees. We will schedule a walk-through of the plan for all employees. Once this has been completed the plan will be put into policy and Mrs. Elliott will distribute copies.

Mr. Mortensen asked if a drill had been performed. Mrs. Elliott advised we will perform a tabletop drill. Mr. Curtis asked if the Agency has received the radios. Mrs. Elliott informed Mr. Curtis that we are still waiting on OMES and also advised that the radios have not been purchased. Mr. Curtis advised the OSBI will loan the Agency radios if they are needed. Mrs. Elliott thanked him for the offer.

- The new permit process is ready to roll out to all funeral homes. This will happen either tomorrow or Monday. They will complete the form which will be uploaded to our database and decrease the permit turnaround time.

- The RFID body tracking system is moving along. All power cables are installed and we are currently waiting on OMES to complete their part.

- We have submitted our second phase of scanning to BIS. This project removed approximately a total of 850 boxes that were being stored in the Oklahoma City and Tulsa offices.

- We continue to work with OK.gov to establish an online payment system. This would enable the funeral homes to pay invoices online.

- Everything is in place for the radio, we are currently waiting on OMES to approve the purchase.

- The purchase of new dictation equipment and software for Oklahoma City has been approved, we are currently waiting on OMES in order to move forward.

- Dr. Harrison presented a lecture on gunshot wounds to the staff of OCME in Oklahoma City. The Tulsa office joined via videoconference.

Mr. Ferguson thanked Dr. Pfeifer and Mrs. Elliott for attending the annual OFDA (Oklahoma Funeral Directors Association) convention last month.

Mrs. Kulmacz, referencing the legislative update, requested that OCME staff, who is adding language in the floor amendment, do so using the most current version of the Statute. Mrs. Elliott reassured Mrs. Kulmacz that she would make the notification.

Mr. McElvany motioned to table the agenda item regarding discussion and possible action on the cremation process policy until the next Board Meeting. Mr. Ferguson seconded the motion. Roll was called and all were in favor.

Mr. McElvany motioned to adjourn the meeting. Dr. Bane seconded the motion. Roll was called and all were in favor.

The meeting was adjourned at 2:13 pm.