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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, May 4, 2017 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. 17th 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 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. Charlie Curtis, Dr. Roy Zhang, Mr. Rocky McElvany, Mr. Chris Ferguson, Mr. Glen Huff, and Dr. Eric Pfeifer.

Members present via videoconference: Dr. Robert Allen, Dr. Douglas Stewart

Members absent: Dr. Steve Vogel,

Others Present: Amy Elliott (OCME), Kari Learned (OCME), Jeremy Benavides (OCME), Dr. Marc Harrison, (OCME), Lori Shivley (OCME), and Tiffany Wythe (OAG). Via videoconference, Dr. Joshua Lanter (OCME), Mary Wilson (OCME).

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

Dr. Zhang motioned to adopt the minutes from the March 2, 2017 meeting. Mr. McElvany seconded the motion. Roll was called, and all were in favor.

Update from Chief Medical Examiner – Eric Pfeifer, M.D.

● Financial snapshot –

~ We have close to \$7.5M, of which, \$4.7M has already been encumbered. We have purchased the CT scanner, autopsy tables, saws, equipment etc. This does not include the invoice we will receive from OMES for IT services. At this point we do not know the cost for their services.

- Priority projects –

~ National Association of Medical Examiners (NAME) reaccreditation is still a priority. The remodel for the Oklahoma City practice is still ahead of schedule. The Tulsa project was identified by the Governor in her request for bonding this year. She also included in her Executive budget the estimated amount of the lease and operating cost for the Oklahoma City practice. There have been 2 meetings at Oklahoma State University (OSU) in Tulsa with their leadership. They have architectural concept drawings for the proposed Tulsa practice. They are not very detailed, but do have a place where they would like to locate us on their campus.

Amy Elliott continues to chip away at the NAME inspection checklist. This is a daunting task; the list has 302 items and is a tremendous amount of work.

After our Accreditation Council for Graduate Medical Education (ACGME) site visit, we were granted full continued accreditation for our fellowship program. They have also given us a temporary increase to 2 fellowship positions per year.

Dr. Pfeifer discussed the progress of the new Oklahoma City practice and presented a few pictures of the building.

Update from Chief Administrative Officer – Amy Elliott

- Staff update –

~ Dr. Stroberg will join the Oklahoma City practice July 1st. We currently have one position open in Tulsa for a forensic pathologist and are actively seeking applicants.

- Legislative update –

~ SB207 changes how reports are released from the Agency. It has passed the House and Senate, now goes to the conference committee. The new process will be very burdensome, however, we will comply. Mrs. Elliott met with the representative from the Oklahoma Press Association who is in favor of not releasing the report to the media until 14 days after families are notified.

Mrs. Elliott regularly performs computer searches for legislation affecting our Agency. However, during a recent search, she was notified of HB1670 which has language directly naming our Agency. (Prior to this recent search, our office was completely unaware of this bill). The bill allowed, in part, for a laboratory analysis fee to be collected in a conviction of any misdemeanor or felony offense where the Office of the Chief Medical Examiner (OCME) rendered or administered toxicology laboratory analysis. This bill was vetoed by the Governor on May 1, 2017.

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

- Tulsa office update

~ With the addition of the autopsy lab assistants, the Tulsa practice is now accepting and releasing bodies 24 hours a day.

~ The fellow, Dr. Shelton will start July 1st. It has been 15 years or more since Tulsa has had a fellow, so this is a very exciting time for them.

Mr. Curtis expressed his appreciation for the opportunity to serve as Chairman of the Board over the last 2 years and announced his plans for retirement at the end of February 2018.

Mr. Curtis opened the floor for nominations for Chairman of the Board of Medicolegal Investigations. Mr. Ferguson nominated Mr. Rocky McElvany as Chairman. Dr. Zhang seconded the motion. Roll was called, Mr. McElvany abstained, and all others were in favor.

Mr. Curtis opened the floor for nominations for Vice Chairman of the Board of Medicolegal Investigations. Dr. Stewart nominated Dr. Robert Allen. Mr. Ferguson seconded the nomination. Roll was called, Dr. Allen abstained, and all others were in favor.

New business:

Mr. Curtis advised that the Board as a whole needs to be more consistent with Dr. Pfeifer's annual performance review. A performance review form, which has been used in the past, will be sent to all OCME Board members. During the next Board meeting, an Executive Session will be called to discuss Dr. Pfeifer's performance. There is to be no communication between Board members outside of Executive Session regarding this review. Mrs. Elliott will send last year's review to the Board members.

Dr. Allen announced to the Board that the University of North Texas (UNT) lost funding from the National Institutes for Justice for the identification of human remains. The future of that program is uncertain at this point. Today, Dr. Allen looked into the possibility of membership with National Missing and Unidentified Persons System (NAUMS) for his DNA testing laboratory. NAMUS has a category titled DNA Specialist in their membership options. Dr. Allen said, perhaps in the future NAMUS will have references to DNA capabilities in their database for surviving family members to search against. Dr. Allen would like OSU to be part of that process and to be mentioned as an option for someone in need of identification on the NAMUS database. To become a DNA specialist in NAUMS, Dr. Allen's program needs sponsorship from an Agency. He requested the OCME Tulsa office and/or the Oklahoma City office sponsor his application for NAMUS membership.

Dr. Stewart advised the decision is OCME's whether or not to endorse this, not that of the Board. Mr. Curtis asked if any of the Board members disagree with allowing Dr. Pfeifer to take action in which ever directions he deems appropriate. No one voiced opposition to this request. Dr. Pfeifer said he would provide a letter of support on letterhead. Dr. Allen advised that was not necessary and he would only need to enter information into the NAMUS website. This would include Dr. Pfeifer's email address for confirmation of sponsorship.

The meeting was adjourned at 2:31 pm.