

Oklahoma Senate Committee on Appropriations

2014-15 Performance Report

Office of the Chief Medical Examiner

AGENCY MISSION STATEMENT:

- The mission of the Office of the Chief Medical Examiner is to protect the public health and safety of Oklahomans through the scientific investigation of deaths as defined by state statutes. This process involves scene investigation and medicolegal autopsy (including radiology, toxicology, histology, and microbiology) complementing the activities of law enforcement agencies, district attorneys and public health officials and we accept the responsibility with integrity, diligence and compassion in order to best assist and provide answers to families, law enforcement and taxpayers of this state.

LEAD ADMINISTRATOR:

- Eric Pfeifer, M.D. Chief Medical Examiner

GOVERNANCE:

- The Board of Medicolegal Investigations is the governing is policy-making body for the Chief Medical Examiner. With the exception of one member, all members of the Board are ex officio members or that member's designee. The Board elects one of its members to serve as chair and one of its members as vice-chair. Members of the Board receive no compensation for their services on this Board.
- The Board has no committees or subgroups.

GOVERNANCE ACCOUNTABILITY:

Please provide copies of the minutes for any Commission/Board meetings the agency has had since July 1, 2010 in electronic format (Only in PDF format) Is there an attendance policy for board members/commissioners? If so, is it being followed?

- Please see attached.

MODERNIZATION EFFORTS:

Please provide a listing of all government modernization efforts undertaken by the agency since July 1, 2010. Additionally, please provide any authorizing statutory changes that prompted the modernization efforts and whether those efforts have led to cost savings or additional cost burden.

- The agency uses shared services with the Office of State Finance.
- The agency completed IT consolidation with the Office of Management Services.

What steps has the agency taken to cut costs and/or eliminate waste? Are there efforts that have been successful which you believe could serve as a model for other state agencies seeking to keep costs minimal?

- Created an electronic submission of cremation and out of state permits. Eliminating one FTE.

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- Adjusted the decedent pick up and drop off times, eliminating three FTE.
- Combined four managerial level jobs into one position.
- Pay our utilities with our P-Card in order to receive a rebate from the P-Card issuer.
- Replaced lighting in both morgues with T8 lighting. We received a rebate through OG&E as well as the bulbs are brighter and use less energy.
- We changed most of fleet vehicles to CNG and/or new vehicles. Fuel billings have decreased over \$1000.00 a month. Investigators have not been stranded since the vehicle change.
- We have installed intelligent thermostats that regulate the usage of heat/air during non-working hours.
- We have asked staff to turn off all unnecessary lights and apparatus during off hours.
- We have digitized our records which are more cost effective with storage/space, toner, paper, personnel time and overall security.

CORE MISSION:

What services are you required to provide which are outside of your core mission?

- No

Are any services you provide duplicated or replicated by another agency?

- None

Are there services which are core to your mission which you are unable to perform because of requirements to perform non-core services elsewhere?

- No

PRIVATE ALTERNATIVES:

- None
- A local private autopsy company is too small to be aligned efficiently with the core mission and obligations of the State Medical Examiner's Office. Private toxicology companies do not fulfill the entire core mission of this agency.