

DOMES Meeting Minutes – January 11, 2023

Meeting Date: January 11, 2023
Facilitator: Dan Schebler, Director of Operations

Time: 1:00pm
Location: Okaloosa County Board of
County Commissioners Office
Suite 302

Attendees:

- Dan Schebler (Chief Operating Officer (COO))
- Brad Baker (Santa Rosa County)
- Craig Coffey (Okaloosa County)
- Melissa Thomason (Walton County)
- Eric Gilmore (Escambia County)

Guests:

- Miller Caldwell – Miller Caldwell Associates

Via Teams Meeting

- Mr. Russell McElroy – MWL Architects
- Lynn Hoshihara, Okaloosa County
- Melanie Wilson

Meeting called to order at 1:00pm

Public Forum Comments:

- No public comments

Approval of the Minutes

- December 14, 2022

~ Mr. Coffey called for a motion to approve the minutes as is; Mr. Baker motioned to approve and Mr. Gilmore seconded. All in favor.

Agenda Items

Discussion on Item I (MEO Facility Project Update)

Santa Rosa County Site

Mr. Schebler provided the following update on the Santa Rosa County (SRC) site:

- The land has been purchased; closing was on January 4, 2022.
- Santa Rosa County attorney did not feel he has the SRC Board approval for restricted covenant, which was in the contract assignment, which he reviewed, however that particular covenant was not included in the closing transaction.

Mr. Baker added from the administration, the Board through the Chairman, we are committed to the portion of the land needed being used for the DOMES project.

Discussion on Item II (Additional (5th) Doctor Position

- December of 2022 D1MEO recruited a doctor out of fellowship who requires a waiver from the state of Florida for his J1 Visa. He is here from Canada and studying in Baltimore. We do not

DOMES Meeting Minutes – January 11, 2023

have the final approval from the Department of Health but we do have written confirmation that he is on the list to be approved for a J1 visa waiver.

- Next step is to get the H1B work visa to allow the doctor to work in the United States
- If all are approved the start date for the new doctor is July 2023.
- Current caseload exceeds the number of autopsies per year for the four doctors already within the budget. The fifth doctor is currently reflected as a locum's doctor. The cutoff point where it is better to have an on staff doctor vs. a locums doctor is approx. 275 autopsies. If we pay ~\$350,000 in locums fees it becomes more feasible to have a full-time doctor on staff.

Mr. Schebler stated he is asking the DOMES Board to approve hiring of a fifth doctor and indicated there will be no change in the budget or extra money required.

~Mr. Coffey entertained a motion to approve the hiring of a fifth doctor; Brad motioned to approve; Ms. Thomason seconded. All in favor.

Task Order – Site Assessment

Mr. Schebler stated this is a review of the site assessment that Escambia and Walton County asked for.

The differences between the SRC site and the Walton County site:

Construction perspective: No difference

Operational Cost perspective:

- DOMES costs up due to transportation.
- Family costs up due to transportation in opposite direction.
- Work force issues for staff – D1 does not pay relocation costs – majority of the staff live in Escambia and SRC.

Mr. Schebler turned the meeting over to Mr. Caldwell for further discussion of Sacred Heart Hospital (SHH) vs. New Facility Overview. Mr. Caldwell advised that the assessment provided was done by attempting to make a complex analysis as simple as possible. Mr. Caldwell provide copies of the PowerPoint presentation today to each of the DOMES Board members.

Assessment is of Santa Rosa and Walton and as it relates to the location in SHH.

- 25 year old facility and aging
- Reviewed previous records of the morgue facility built in 1998-2000 (Mr. Miller worked on project as intern at that time) and found in the notes that it was undersized and built as a temporary solution.
- From the beginning of the life cycle of the facility to now: 4,000 thousand cases more, and an additional 1, 000 deceased from 1998 to-date.
- D1MEO is the only ME in the state that is not in a standalone facility.

SHH Analysis – Miller Caldwell (presenter)

- SHH offers two additional spaces for renovation – approximately 6,000 to 6,500 sq. ft.
- Caseload trends are on the rise.
- Current vs. Required Program
 - Space version of SHH now and improved.

DOMES Meeting Minutes – January 11, 2023

- Square footage comparisons between Districts 2, 12 and 1 (District 1 New build vs. SHH renovated) National benchmark is about 700 -1000 square foot per staff.
 - District 2 is in the middle of the national benchmark at 800 sq. ft. per staff.
 - District 12 is 600 sq. ft. per staff.
 - District 1 (renovated at SHH) is 444 sq. ft. per staff – is much less than the national standard.
 - District 1 (new build) is 516 sq. ft. per staff – still light based on national standard.

Russell McElroy (Presenter)

Current Existence

- 1.2 miles or a 5 min drive from admin office to morgue
 - Existing space is approximately 5,998 Sq. Ft.
 - 3 autopsy tables
 - Twenty percent of space not usable due to lack of ventilation option
 - 50% smaller than national standards
 - Additional limitations
- Distance from existing morgue location to the area analyzed for renovation of the morgue is approximately.

SHH Analysis of Available Area at SHH for Renovation

- 5,995 Sq. Ft.
- Distance between current morgue and this option is 389' feet – 780' round trip.
- X-rays will have to go between two distances.
- Moving decedents between the two locations requires passing by the main hospital elevators.
- Must pass through seven doorways for loading.
- Buildout would require different phases – 3 options are provided in presentation.
 - Major differences in three phases
 - **Phase 1** – Must transport decedents outside for X-ray service; entire space would have to be redone for new floor draining, etc.
 - **Phase 2** – The only way for phase 2 to work, you must build Phase 1 this would allow separate construction. Finish construction on Phase 1, then move into the space while construction on Phase 2 is done.

Operational conditions

Challenges are:

- Deliveries only possible at one existing loading zone
- Staff efficiency down going back and forth.
- Air quality issues – airborne pathogens

New Facility Conditions

- All challenges of previous facility options would be met with a new facility and offers full long-range program of expansion.
- Designed to meet all accreditation requirements.

Budget of Projections of Costs

- SHH Renovation - Total project costs \$ 14,373,963 – roughly a two year fix

DOMES Meeting Minutes – January 11, 2023

- SRC Site – Overall operating cost lower – no lease (\$300,000 annual)
- Walton County Site – operational costs 27% higher due to transportation of decedents \$70,000 annually - overall costs lower due to no lease space.
- Over the last few months, Miller Caldwell , Russell McElroy and Dan Schebler have looked at district growth and over all the numbers are up:
 - Escambia 12%
 - SRC 28.1%
 - Walton 47.2%
- Costs to-date in waiting
 - Real costs to-date – 4% inflation as of June 30, 2022: \$678,564
 - Total Cost of delaying Facility - \$23,178, 565
 - New facility cost by 2029 - \$29.8 Million.
 - Total Project cost - \$53,678,564
 - Temporary solution - \$29 Million over the new facility

DOMES Board Recommendations to Move Forward

Mr. Schebler asked the DOMES Board to explain the best way to present this information to the Board.

- Ms. Thomason and Mr. Baker stated they can educate their boards using this document.
- Mr. Coffey recommended sitting down with SHH CEO to be sure they understand the challenges.
- Then sit down with each of the Escambia County Commissioners and explain process.

Mr. Schebler stated he is already working on these meetings. Tentatively has a 1:1 with the Administrator of Escambia County.

Mr. Coffey, suggested we could offer one briefing on a Teams Meeting advertised for commissioners can attend in the next two weeks

Mr. Schebler asked each DOMES Board member to send him an email identifying a list of items of interest to their commissioners; Mr. Schebler will work with Caldwell on a bulleted list

Mr. Baker stated the only thing that could potentially change SRC commission support would be if Escambia county committed to fully funding the site.

Mr. Schebler stated next on his to-do is to meet with Sacred Heart and provide them with a copy of this site analysis presented her today.

~ No action necessary

Discussion on Item III (CEO / COO Report)

Accounting

- Review of statements –November financial report - postponed for review during the next meeting due to the lateness of today’s meeting.

~No Action taken on regular meeting schedule at this time

DOMES Meeting Minutes – January 11, 2023

Discussion on Item IV Meeting Schedule

Next DOMES meeting – February 8, 2023 at 2:00pm
Santa Rosa County Administrative Complex
6495 Caroline Street, Suite M
Milton, FL 32570

Discussion on Item V (Other Business)

Other Business

None

2:31pm Meeting adjourned.

Next Steps:

- DOMES Board Members – send Mr. Schebler an email highlighting some of the concerns that stood out from today’s presentation that would be of interest to their commissions.