

DOMES Meeting Minutes – February 8, 2023

Meeting Date: February 8, 2023
Facilitator: Dan Schebler, Director of Operations

Time: 2:00pm
Location: Santa Rosa County Board of
County Commissioners Office
Conference Rm, Suite M

Attendees:

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

Via Teams Meeting

- Lynn Hoshihara, Okaloosa County

Meeting called to order at 2:00pm

Public Forum Comments:

- No public comments

Approval of the Minutes

- January 11, 2023

~ Mr. Coffey called for a motion to approve the minutes as is; Ms. Thomason moved to approve; Mr. Baker 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:

- Task Order billing originally sent to SRC; SRC forwarded to Mr. Schebler via email today.
- Sacred Heart Hospital (SHH) - working to finalize deliverables as of last meeting with SHH. SHH construction team had additional questions and the consultants will provide clarification for SHH to show how the consultants arrived at the options presented.
- \$47,000.00 Task Order limit approved by the DOMES Board; expect to have a deliverables for Task Order/site assessment process. Requested a narrative be added to the previous site presentation.

Capital Funding Agreement

Mr. Schebler stated the model presented is the same model proposed by Senator Broxson, with a lower capital funding upfront and a different way to look at the funding on the back end but still a proportional share:

- \$750,000.00 dollars up front that matches the state money received.
- Asking each county to contribute to match the state money received.
- Debt service will be provided by a service fee of \$1,500.00 dollars for each resident of each county that comes to the D1 facility.

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- In 2022 there were 1,333 post mortem examinations, minus 31 that were Department of Corrections, which are billed separately and, minus 107 that are non-district residents, minus approximately 200 from Escambia County that may not come to the new facility (this is an estimate of ME cases that come from SHH. This leaves 1,000 cases remaining. Operational costs will be shared based upon a proportionate metric.
- As a compromise to the negotiations with Escambia County, Dr. Oleske agreed to a temporarily do cases of decedents that die in SHH and are brought down to the morgue. Service as follows:
 - Two days a week, D1 team would be sent over to SHH to perform autopsies.
 - No transportation will be needed as decedent is already located in SHH.
 - Conversations between SHH and the Escambia County BOCC continue to be ongoing to work through finite details of the cases handled at SHH vs. the new facility.
 - Escambia BOCC Meeting is March 16, 2023 for discussion.

Mr. Baker added that he is confident that the SRC Attorney will not sign off on this plan until Escambia County has the opportunity to have their BOCC discussion. Mr. Gilmore expressed that Escambia County wants to maximize the number of cases handled at SHH. There was discussion about the need to specify a limit or number of cases from Escambia that would stay at SHH or conversely a minimum number of cases from Escambia that would come to the new facility.

Next Steps

Mr. Schebler will update the terms of agreement to include items discussed today.

- Two days a week to do cases at SHH.
- Any cases outside of SHH will go to the new facility.
- Speak with Commissioner Bender about the agreement.
- Eric Gilmore will consider putting the agreement on the agenda for Escambia County BOCC once new terms are written.
- Updated agreement will be presented at next DOMES meeting for approval and recommendation to respective county BOCCs.

Discussion on Item II (LODOX Warranty)

Three maintenance plans presented today via email to the DOMES Board for review. Mr. Schebler stated he is asking the DOMES Board to approve:

- Purchase of the 3-year Platinum maintenance plan for a cost of \$55,000.00 dollars.

~Mr. Coffey entertained a motion to approve the purchase of the 3-year Platinum maintenance plan; Eric Gilmore seconded. All in favor.

Discussion on Item III (CEO / COO Report)

2022 Preliminary Case Load

Mr. Schebler stated a one page sheet of the 2022 numbers has been provide via email to the DOMES Board for review and no action is required.

D1 tracks cases by jurisdiction however, the D1 case management system will allow D1 to track county of residence of the decedents. These numbers do count toward the \$1500.00 dollar fees for Escambia minus the cases that would remain at SHH (~200 as previously discussed). The funding methodology is based off of 366 Escambia cases. 1195 is the number of cases the \$1500.00 dollars would be applied to per breakdown below:

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- Walton = 102
- Okaloosa = 298
- Santa Rosa = 229
- Escambia = 566 (total)

LFIR

Mr. Schebler stated the local funding request has been submitted to the lobbyist to take to the House and the Senate.

- State Representative Andrade will sponsor the funding request in the House and Senator Broxson will sponsor the request in the Senate.
- Request is for \$1.5 million dollars based on recommendations from discussions with the lobbyist, and Senator Broxson's staff.
- \$2.25 Million was submitted as a match assuming three counties agree to the funding plan.

Monthly Financials (Nov/Dec)

Review of November and December financial reports. Mr. Schebler asked if the DOMES Board has reviewed them and if so, he is requesting a vote to approve the reports.

~Mr. Coffey entertained a motion to approve the November and December financial reports. Ms. Thomason moved to approve, Mr. Baker seconded, All in favor.

Discussion on Item IV (Other Business)

Rapid DNA Machine

Currently, funding is in the budget to purchase a Rapid DNA machine. Dr. Oleske and Mr. Schebler have both evaluated demonstrations the ANDE and Thermo-Fischer Rapid DNA machines. The plan is to decide on the machine of choice in the near future.

- Outright cost to purchase the machine is approx. \$270,000 dollars for a year, with \$200,000.00 for the machine and \$70,000.00 for supplies, training, installation, etc.
- Annual costs for supplies and maintenance will be budgeted in future years.
- DNA samples can be completed in 90 minutes vs. 12 to 18 months if the specimen requires being sent out for DNA testing.
- Machine can be transported for use during catastrophic events for identification.
- Collaboration for use of DNA testing can be shared with local sheriff's offices for identifications.

~Mr. Coffey entertained a motion to approve the purchase of a Rapid DNA machine for approximately \$270,000.00 dollars. Ms. Thomason moved to approve, Mr. Gilmore seconded, All in favor.

Discussion on Item V (Meeting Schedule)

Next DOMES meeting – March 1 at 2:00pm
Okaloosa County Board of Commissioner's Office
Bracken Building, 302 N. Wilson St., Suite 302
Crestview, FL

3:33pm Meeting adjourned.