COUNTY OF OSCEOLA  
BOARD OF COMMISSIONERS’  
COMMITTEE OF THE WHOLE  
AGENDA  
Tuesday, May 15, 2018  
301 West Upton Ave., Reed City, Michigan  
2nd Floor, Board of Commissioners’ Room, 9:30 a.m.

NOTE: Claims will be available for review from 9:00 – 9:30 a.m.

1. Meeting Called to Order by Chairperson.

2. Additions or Deletions to the Agenda – Approval of the Agenda.


4. Employee/Board Comments.

5. Consider Approval of the Minutes of May 1, 2018.

6. Consider Payment of Claims.

7. Old Business:
   B. Consider Other Budget Amendments, Cash Transfers, and Journal Register Reports from Treasurer.

8. New Business:
   B. Discuss Treasurer Administration Fee on Taxes Collected – Lori Leudeman.
   C. Discuss Discharge of Mortgage – Dan Massy.
   D. Discuss Departments Sharing One Full-Time Employee – Karen Bluhm.
   E. Discuss Items – Susan Vander Pol:
      1. Veterans’ Services MVAA Training Grant.
      2. Funding Morgue Authority.

9. Other Business:

10. Employee/Board Comments.

11. Extended Public Comments (Six Minute Limit).


Note: A quorum of the Board of Commissioners may be present at the Committee meetings.

PUBLIC COMMENT

The Committee welcomes public comment. We appreciate your attendance and look forward to hearing any concerns you may have. We request that the following rules of procedure be followed: At the beginning and at the end of each Committee meeting, there is time to receive public comment from the audience. If you wish to address the Committee, we ask that you stand, give your name and present your concern.

If you wish to speak while the Committee is addressing a specific issue, you are asked to make arrangements ahead of time with the Committee Chairperson. No comments or questions will be taken at any other time.

If you should require special assistance in order to attend the meeting, please notify the County Coordinator at (231) 832-6196, twenty-four (24) hours before the posted meeting time, for arrangements to be made.
OSCEOLA COUNTY
COMMITTEE OF THE WHOLE
MINUTES
MAY 1, 2018

The Committee meeting was called to order at 10:35 a.m. by Chairman Emig.

Present: Commissioners Jack Nehmer, Jill Halladay, Larry Emig, Roger Elkins, Alan Tiedt and Mark Gregory.

Also present: Tracey Cochran-Payroll/Human Resource Specialist, Susan Vander Pol-County Coordinator and Karen Bluhm-County Clerk.

Motion by Commissioner Nehmer, seconded by Commissioner Halladay, to approve the agenda as amended. Motion carried.

Brief Public Comment: None.

Employee/Board Comment: Tracey Cochran, Payroll/Human Resource Specialist, spoke to the Board regarding the employee summer picnic. After discussion the date was set for July 17th with further details forthcoming.

Tracey Cochran then spoke to the Board about the use of a universal time sheet for all County Departments with the possible exception of the E.M.S. Department. She explained and showed some of the seventeen (17) different time sheets being used by County Departments. Discussion followed with direction from the Board to initiate use of one (1) universal form. Departments may work with the Clerk’s office for any minor revisions that they might need to make to accommodate their needs.

Moved by Commissioner Gregory, seconded by Commissioner Nehmer, to approve the minutes of April 17, 2018, as presented. Motion carried.

Recommended by Commissioner Tiedt, seconded by Commissioner Gregory, to approve the claims of the County in the amount of $57,589.85 with the addition of two claims as corrected per County policy from the County Prosecutor’s office. Recommendation was unanimously supported.

Budget Amendments
Commissioner Tiedt presented the one budget amendment received from the C.O.A.

Recommended by Commissioner Tiedt, seconded by Commissioner Nehmer, to approve the budget amendment for C.O.A. as presented. Recommendation was unanimously supported.

MAC-Dark Stores Litigation-Menard v. City of Escanaba
Susan Vander Pol, County Coordinator, spoke to the Board about a recent letter received from Michigan Association of Counties (MAC) regarding the lawsuit between Menard’s and the City of Escanaba. She noted this case will set policy within the State of Michigan regarding vacated commercial buildings. Discussion was held on whether the Board wished to financially assist in this matter. No action was taken.

Veterans’ Services-MVAA Technology Grant
Susan Vander Pol, County Coordinator, advised the State has awarded us the MVAA Grant for technology and the Board now needs to accept the grant.

Recommended by Commissioner Elkins, seconded by Commissioner Nehmer, to accept the MVAA Technology Grant of $2,850. Recommendation was unanimously supported.

Employee/Board Comments: None.
Extended Public Comment: None.

Moved by Commissioner Nehmer, seconded by Commissioner Tiedt, to adjourn at 11:17 a.m. Motion carried.

Karen J. Bluhm, Osceola County Clerk

Larry Emig, Chairman
OSCEOLA COUNTY
Medical Examiner Services

Proposals Due Date: Mon., April 30, 2018
Proposals Due By: 2:00 PM

1. Bidder: Western Michigan University
   Stryker M.D. School of Medicine
   City: Kalamazoo, MI

2. Bidder: ____________________________
   City: ____________________________

3. Bidder: ____________________________
   City: ____________________________

4. Bidder: ____________________________
   City: ____________________________

5. Bidder: ____________________________
   City: ____________________________

6. Bidder: ____________________________
   City: ____________________________

7. Bidder: ____________________________
   City: ____________________________

8. Bidder: ____________________________
   City: ____________________________

9. Bidder: ____________________________
   City: ____________________________

Bid $ ____________________________

$ 3,600 admin.
$ 1,178 MDI 109
$ 2,000 Training
$ 2,500 Autopsy
$ 500 external, limited,
$ 255 per transport

Bid $ ____________________________

29% annual July 1

Signature of Bid Opener

Witness Signature
Sunday, April 29, 2018

Dear Commissioners and Officials of Osceola County,

Enclosed is the response of the WMU Homer Stryker M.D. School of Medicine to your Request for Proposal for Medical Examiner Services. If selected to remain as the Medical Examiner for Osceola County, we are confident in our ability to provide a high quality of service for the members of your community looking for answers regarding deaths of their loved ones, to the legal community, and to other interested parties.

Components of the package submitted include:
- Response to Osceola County RFP for Medical Examiner Services – 2 copies
- Proposal Submission Form (with prices) – 2 copies
- A DRAFT copy of a Medical Examiner Services Agreement – useful as a template, if needed – 2 copies
- Curriculum vitae for Drs. deJong, Prahlow, Brown, Douglas, Fisher-Hubbard, and Shattuck – 2 copies
- National Association of Medical Examiners (NAME) Accreditation Checklist – to help you better understand the requirements of NAME Accreditation – 1 copy
- Flash drive with electronic copies of policies and procedures

We are certainly willing to make an oral presentation regarding our program. If you believe it would be of benefit, we encourage you to visit our facility and meet members of our staff before making your decision. A visit would allow for a very clear appreciation of what we offer to our counties.

Please contact me with any questions. My address, email address, and phone numbers are listed above.

Respectfully submitted,

Joyce L. deJong, DO
Professor and Founding Chair, Department of Pathology
Western Michigan University Homer Stryker M.D. School of Medicine
Medical Examiner – Allegan, Barry, Calhoun, Grand Traverse, Kalamazoo, Leelanau, Mason, Muskegon, Osceola, St. Joseph, and Van Buren Counties
Western Michigan University Homer Stryker M.D. School of Medicine – Department of Pathology
Response to Osceola County Request for Proposal for Medical Examiner Services

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Introduction

Western Michigan University Homer Stryker M.D. School of Medicine – Department of Pathology (WMed) is pleased to submit this proposal for services to support Osceola County in the continued provision of Medical Examiner services. WMed serves as the Medical Examiner for multiple counties in Michigan, including Osceola—counties committed to not only meeting the statutory requirements, but also the industry standards established by the National Association of Medical Examiners for Medical Examiner Offices.

Overview of Services Provided

NAME Accreditation

WMed is well positioned to not only meet requested scope of services, but in many areas exceed the scope of services within the RFP.

We are accredited by the National Association of Medical Examiners (NAME). "NAME accreditation...provides reasonable assurances that the office or system well serves its jurisdiction. It is the objective of NAME that the application of these standards will aid materially in developing and maintaining a high caliber of medicolegal investigation of death for the communities and jurisdictions in which they operate." The checklist of requirements for NAME accreditation (a copy of which is included), includes about 400 separate questions covering a wide range of topics such as features of the facility, educational requirements and levels of experience for medical examiners, turn-around-time for reports, and procedures and safety for investigators and autopsy personnel.

Our Facility and our System

Located at 300 Portage Street in downtown Kalamazoo, a state-of-the-art forensic pathology and anthropology laboratory is housed on the top floor of the WMU Homer Stryker, M.D. School of Medicine within the pathology department. Highlights of the facility include:

- **Comfortable meeting rooms** for family members to meet with medical examiner personnel, as well as a viewing room for special occasions when family members need to view their loved one.
- A **secure facility** with very limited access to the pathology laboratory.
- A secure loading dock region, completely **shielded from public view**, for dignified transfer of decedents.
- **Free parking** on the street, next to the facility, for members of law enforcement who arrive to attend the autopsy.
- Decedent storage refrigerators and freezers with a total **capacity of over 125 bodies**.
- Two **special viewing areas for law enforcement autopsy attendees**.
- **Four autopsy stations**, one isolated from others for special situations.
- A **forensic anthropology laboratory** with equipment specialized equipment for identification and forensic analysis.

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- The WMed **Center for Neuropathology** for challenging neuropathology cases.
- Rapid X-ray system — allowing for complete decedent x-rays in only **13 seconds** and rapid identification of projectiles, foreign materials, and skeletal trauma.
- A **forensic toxicology laboratory is being developed at WMed**. The space is allocated, equipment is being purchased, and we have hired a forensic toxicologist.

**Our Team**

We have a wonderful and spacious facility with many high-tech pieces of equipment. The building and the equipment are only valuable if there are highly trained and experienced professionals to respond to scenes for investigations, perform the forensic examinations, and provide answers to families, public health, law enforcement, the legal community, and other interested parties. Our faculty and staff includes:

- Six board-certified **forensic pathologists**
- Two board-certified **neuropathologists**
- Two forensic **anthropologists**
- A forensic **toxicologist**
- A forensic **odontologist**
- A chief investigator
- A laboratory manager
- Two investigative assistants
- One administrative assistant
- One quality assurance and reporting specialist
- Five autopsy assistants

Security and facility support personnel, an accounting department, institutional administrators and more, people who serve the entire institution, round out the WMed team.

**The qualifications of the Medical Examiner and Deputy Medical Examiners are attached to the RFP in the form of their curriculum vitae. All of the physicians are licensed to practice medicine in the State of Michigan.**
The Leadership Team: Dr. Joyce deJong and Dr. Joseph Prahlow

Dr. Joyce deJong has served as a Medical Examiner in multiple counties in Michigan since returning to Michigan following completion of her training in 1999. Currently, the Medical Examiner of Allegan, Calhoun, Grand Traverse, Kalamazoo, Leelanau, Mason, Muskegon, St. Joseph and Van Buren Counties, Dr. deJong previously was the Medical Director of Forensic Pathology at Sparrow Hospital in Lansing and the Medical Examiner for many counties in Michigan. She is nationally recognized as a subject matter expert on the topic of mass fatality management and has deployed as an employee of the federal government to multiple mass fatality events such as 9/11, Hurricane Katrina, the Haiti Earthquake, the Joplin tornado and Hurricane Maria in Puerto Rico. Dr. deJong is involved in multiple local and national organizations such as the American Academy of Forensic Sciences, the National Association of Medical Examiners (currently a member of the board of directors) and the Michigan Association of Medical Examiners.

Dr. Joseph Prahlow is a forensic pathologist who joined us in 2015 after 16 years of service at the South Bend Medical Foundation and as a faculty member at Indiana University School of Medicine - South Bend at the University of Notre Dame, in South Bend, Indiana. His professional interests include teaching as well as presenting and publishing forensic pathology research. He has published nearly 100 peer-reviewed papers in medical/scientific journals and over 12 chapters in various forensic textbooks/publications including a textbook specifically for police, death investigators, attorneys and forensic scientists. Most recently, Dr. Prahlow collaborated with world-renowned forensic pathologist Dr. Roger Byard of Australia on a forensic pathology atlas. Dr. Prahlow is active in a number of professional organizations, including the National Association of Medical Examiners (NAME), the American Academy of Forensic Sciences (AAFS) and he is a past Chairman of the Pathology/Biology Section within the AAFS, and served as President (2007) and Chairman of the Board (2008) of NAME.
Forensic Pathologists/Deputy Medical Examiners

Four additional Forensic Pathologists within the department include:

- Dr. Theodore Brown
- Dr. Elizabeth Douglas
- Dr. Amanda Fisher-Hubbard
- Dr. Brandy Shattuck

Drs. Brown, Douglas, Shattuck and Fisher-Hubbard have extensive training in forensic pathology, significant and ever increasing levels of experience, and are active in the education of future physicians. The hiring process at WMed for faculty within the pathology department is highly competitive. Despite the significant shortage of forensic pathologists in the country, we have been extremely successful at recruiting and retaining physicians of exceptional quality.

Dr. Brown is the newest member of our team of professional death investigators. He joined us shortly after completing his forensic pathology training in Miami, Florida. The enthusiasm and positive energy he brings to the team is contagious. In addition to duties as a deputy medical examiner, Dr. Brown serves as the Director of Operational Excellence for the department, working with other members of the department to constantly improve our operations, to effectively meet the needs of all who come into contact with our office, with every encounter.

Dr. Douglas completed her forensic pathology training in Cuyahoga County, Ohio. She started her professional career in Columbus, Ohio and joined the newly formed team at WMed in 2014. In addition to her experience with casework, she is a regular educator for the Michigan State Police and active with the medical students who rotate with us during their 3rd and fourth years.

Dr. Fisher-Hubbard is quadrupally board certified in anatomic pathology, clinical pathology, forensic pathology and neuropathology! Her additional expertise is of significant value in death investigation. As noted below, she provides support both as a deputy medical examiner and autopsy pathologist, but in neuropathology, examining brains with injuries and natural diseases from our counties and other counties within the United States.

Dr. Shattuck joined our newly formed team of Medical Examiners and Forensic Pathologists in 2013, shortly after completing her forensic pathology training in Houston, Texas. Dr. Shattuck has significant experience as an educator, spending much of her time each week training future physicians.
Forensic Anthropologists

Dr. Carolyn Isaac and Dr. Jered Cornelison, two forensic anthropologists within the department are actively involved in service, forensic science research, and education. Our forensic anthropologists respond to scenes with difficult recoveries in Michigan and Northern Indiana and have significant expertise in the identification of human remains.

These professionals respond to scene investigations with special challenges, and rapidly handle all identifications as required by MCL 52.205 (5). “If visual identification of a decedent is impossible as a result of burns, decomposition, or other disfiguring injuries or if the county medical examiner is aware that the death is the result of an accident that involved 2 or more individuals who were approximately the same age, sex, height, weight, hair color, eye color, and race, then the county medical examiner shall verify the identity of the decedent through fingerprints, dental records, DNA, or other definitive identification procedures...”

In-house identification specialists allow for extremely rapid turn-around-times for identification, often the same day, allowing the decedent to be promptly returned to the funeral home selected by the family.

The anthropologists respond to complicated scenes and work in cooperation with law enforcement. Examples of how our anthropologists contribute to the scene is to assist with identification of scattered remains and thereby contribute to potential revisions of search strategy, assess when the remains are complete and when the search for additional remains can be discontinued, and provide guidance in collection of fragile skeletal fragments.

Forensic Odontology and Forensic Entomology

Our community faculty members of the Pathology Department include a forensic odontologist, Dr. Derek Draft. Dr. Draft is extensively involved with state and federal mass fatality teams and is readily available for challenges such as dental identifications and science-based bite mark analysis.

Forensic entomology services are provided by Dr. Eric Benbow, an associate professor at Michigan State University.
Forensic Toxicology

Dr. Prentiss Jones, a forensic toxicologist with many years of experience has joined the faculty of WMed in the Department of Biomedical Sciences. The forensic toxicology lab is not yet operational, however, significant progress is occurring and the goal is for the laboratory to be open and operational by early in 2018. As soon as the laboratory achieves required accreditation, forensic toxicology will be performed in-house, further improving the turn-around-time of these results and improving access to a forensic toxicologist for the counties and communities we serve.

Additional Advantages

Autopsy Report Turn-Around-Times

One of the most common requests by those we serve is a more rapid turn-around-time for autopsy reports. The national standard is that 90% of reports be completed within 90 days. We are committed to exceeding the National Association of Medical Examiner accreditation and autopsy standards in many ways. In late August of 2017, we implemented a policy to establish a turn-around-time in less than 30 calendar days for 90% of all postmortem examination reports. Not only do we meet this, but we exceed it as we have an average turn-around-time of about 20 days. Rapid turn-around-times for postmortem reports are of significant value to families who want answers, to law enforcement and prosecutors who are looking for information to appropriately manage their work, and to all other interested parties, as well.

Regular Interactions

At a minimum, the Medical Examiner will attend an annual board meeting to provide an annual report and information about the operation of the office. In addition, we encourage the county hold biannual meetings with all stakeholders of the Medical Examiner system within the county to ascertain all needs are being met. Invitations for these meetings ideally include all law enforcement agencies within the county, the prosecutor’s office, all funeral directors, the transporters, the county clerk, and county administration. These meetings allow opportunities to assess topics such as ascertaining response times by investigators are appropriate, death certificates and cremation permits are being handled in a fashion that meets the needs of funeral directors and families, and reports are being issued in a timely manner to law enforcement and other interested parties.

Training

Our department offers training for Medical Examiner Investigators. The training programs are open to all, but MEIs from our counties attend at no cost as training costs are incorporated into the contracts. https://www.forensictrainingkalamazoo.com/

Case Records

All records are maintained in MDILog, an online secure database and data storage, designed by the research and development team that directed the National Death Investigation Guidelines Project for the U.S. Department of Justice. MDILog is the perfect tool for all those who participate in the investigation of sudden, unexpected death. The multidisciplinary field of medicolegal death investigation and the sophistication of the forensic sciences requires timely interaction and feedback; processing hundreds of cases per day. We have used MDILog since 2008, and we are essentially paper free. All images and documents are maintained at MDILog.

The records are secure, and would be provided electronically via login to another appointed individual, should that situation occur.
Medical Examiner Investigators
In the proposed system, we will use the Medical Examiner Investigators employed by Osceola County. The Medical Examiner Investigators agree to operate using the national standards and guidelines provided to the by the Medical Examiner.

Transport
Under this proposal, if a decedent needs to be transported, either for storage or for an autopsy, the decedent will be transported by Osceola County EMS to the storage cooler in Big Rapids, Michigan at the Morgue Authority. Transport from Big Rapids to Kalamazoo will be performed by an Independent Contractor, a transport service arranged by WMed.

Insurance
The only exception to the insurance involves “B”, the general liability insurance. Our general liability coverage is occurrence-based, not claims-made. According to our carrier, however, we meet all of the requirements called out in that paragraph.

Provider Qualifications
The overview of the services precedes this section. Curriculum vitae of all individuals who will serve as either the Medical Examiner or a Deputy Medical Examiner are included. All physicians are licensed to practice medicine in the State of Michigan; proof of licensure will be provided upon request. The policies of our office are provided separately on a flash drive. The records storage is discussed above in “Case Records”. The pricing is attached at the end of this report. Insurance is addressed above in “Insurance”. Our institution is not on the Office of Inspector General’s list or the Debarred Suspended list.

Scope of Services
Our proposal meets the entire scope of services with one exception. We appreciate the request to provide consideration to use the West Michigan Forensic Pathology Services Authority for autopsies. In order to do this, we would need to tour the facility and determine what changes need to occur for the facility to achieve NAME accreditation. If we were to begin to perform autopsies in a facility that had not achieved NAME accreditation, our entire program would lose accreditation. We are, however, very willing to evaluate and guide the Authority in how to achieve NAME Accreditation.

Conclusion
Before or after making a decision regarding our proposal, we welcome a visit by the commissioners, law enforcement, prosecutor, county administrators and any others involved in this decision. Our desire is to continue serve the people of Osceola County.

Respectfully submitted,

Joyce L. de Jong, D.O.
Professor and Founding Chair
WMU Homer Stryker M.D. School of Medicine
Department of Pathology
The following proposal is submitted to Osceola County to provide Medical Examiner Services as described within the Scope of Services. The award will be for a for a seven (7) months period (July 1, 2018 through January 31, 2019) with a renewal option for a four (4) year contract (February 1, 2019 through January 31, 2023.) No vendor may withdraw a proposal within sixty (60) days of the proposal due date. Osceola County reserves the right to accept or reject any or all proposals, in whole or in part, and to waive irregularities in any proposal in the interest of the County. Please make sure proposal submission is clear and writing is legible.

NOTE: Osceola County shall retain billing for cremation permits.

The vendor has reviewed the specification sheets included in this proposal and submits the following:

Annual Medical Examiner Fee to include all services as described in the Scope of Services and required by the laws of the State of Michigan:

Annual Administration Fee to include review, authorization and issuing of cremation permits, death certificates, administration of records, meetings/communications with families and other interested parties, other duties as assigned by Medical Examiner:

$3600/year administration + $1170/year MDI Log* + $2000/year for training of MEIs = $6770/year ($564/month) For the first seven months, this totals $3948.

Autopsy Fees including toxicology and any consultations on a per case basis:

$2500 - full autopsy; $500 - external/limited/identification only cases

Based on experience in other counties, an educated estimate would result in about 10 full autopsies and 5 external/limited examinations. This is only an estimate.

Body Transport Services on an as-needed basis:

$255 per transport from morgue in Big Rapids to Kalamazoo

Based on experience in other counties, an educated estimate would result in about 15 transports per year. This is only an estimate.

Vendor willing to discuss utilizing Osceola County staff for Medical Examiner Administration in lieu of Administration fee?  

x YES  

NO

Administration of the Medical Examiner Investigators is Osceola County Staff. We cannot use Osceola County staff for review/authorization of cremation permits, death certificates, etc. THE ASSUMPTION IS THAT THIS IS TO ADMINISTER THE MEDICAL EXAMINER INVESTIGATORS CURRENTLY EMPLOYED IN EMS. WE DO NOT ADVOCATE FOR THIS CHANGE BECAUSE BASED ON OUR CURRENT EXPERIENCE, THE CURRENT MEI SYSTEM IS WELL MANAGED, AND CHANGES ARE NOT NEEDED.

Annual increases, if any, will be based on what criteria?

2% annual increase each year on July 1

As a separate option, please provide individually the annual rate to assume all medical examiner services including:

MEI

$ 30,000 – on-call 24/7/365 and response to scenes; consumable equipment included. (Assumption that this is instead of Osceola EMS). (WE DO NOT ADVOCATE FOR THIS CHANGE; THE CURRENT MEI SYSTEM WORKS VERY WELL)

ME Administrative Services

$ 5,000 – in addition to above, to employ, insure and manage all MEIs. (Assumption that this is instead of Osceola EMS) (WE DO NOT ADVOCATE FOR THIS CHANGE; THE CURRENT MEI SYSTEM WORKS VERY WELL)

Transportation

$ 10,000 – to have transporter available 24/7/365 to respond to scenes and transport to Big Rapids.
Company Name: Western Michigan University Homer Stryker M.D. School of Medicine

Contact Person: Dr. Joyce L. deJong

Address: 1000 Oakland Drive, Kalamazoo, MI 49008

Telephone: (269) 337-6173 Email Address: joyce.dejong@med.wmich.edu

Authorized Signature: [Signature] Date: April 29, 2018
MEDICAL EXAMINER SERVICES AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of December, 2017, by and between the COUNTY OF OSCeOLA, a municipal corporation and political subdivision of the State of Michigan, located at 301 W. Upton Ave, Reed City, MI 49677, (hereinafter referred to as the "County") and WESTERN MICHIGAN UNIVERSITY HOMER STRYKER M.D. SCHOOL OF MEDICINE, located at 1000 Oakland Drive, Kalamazoo, Michigan 49008-8052 (hereinafter referred to as the "Contractor"), referred to individually as "Party" and collectively, from time-to-time as "Parties".

RECITALS:

WHEREAS, the Osceola County Board of Commissioners will appoint Dr. Joyce deJong, (Contractor's employee) as Medical Examiner for 90 days, from January 1, 2018 – March 31, 2018 pursuant to Section I of Act No. 181 of Public Acts of 1953, as amended (MCL 52.201 et seq), subject to the terms and conditions of this Agreement; and

WHEREAS, the Contractor will accept such appointment on behalf of Dr. Joyce deJong subject to the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter contained, IT IS HEREBY AGREED, by and between the parties as follows:

1. General Scope of Services. The Contractor, as the County's Medical Examiner, shall provide the County with the following services:

   A. The provision of all necessary forensic pathology and forensic anthropology as needed to investigate deaths reported using standards established by the National Association of Medical Examiners. (Forensic toxicology and other forensic consultants may be subcontracted to other agencies or individuals whose qualifications meet the requirements of NAME Accreditation.)

   B. Provide necessary communications and be available to respond to the inquiries of prosecuting attorneys, criminal defense attorneys, law enforcement agencies, funeral directors, health care institutions and their professional staffs, and involved citizens and families regarding particular death investigations and general procedures.

   C. Make recommendations for appointment as needed, validate the qualifications, assure the special and continuing education, and direct the official activities of all persons (deputy medical examiners, forensic pathologists, etc.) providing professional services to the County's Medical Examiner's Office.
D. Supervise and direct investigations provided by Osceola County of all reported deaths pursuant to the requirements of the laws of the State of Michigan for county medical examiners and according to professionally accepted criteria.

2. **Appointment of Medical Examiners**

The County and the Contractor hereby appoint Joyce deJong, DO as the County's Medical Examiner; Joseph Prahalow, MD, Rudolph Castellani, MD, Elizabeth Douglas MD, Amanda Fisher-Hubbard MD, and Brandy Shattuck MD, as the County's Deputy Medical Examiners, subject to the approval of the County's Board of Commissioners.

A. The Medical Examiner is licensed to practice medicine in the State of Michigan, board certified by the American Board of Pathology in Forensic Pathology, and has at least two years of forensic pathology work experience beyond forensic pathology residency/fellowship training.

B. The Deputy Medical Examiners responsible for postmortem examinations and autopsies are licensed to practice medicine in the State of Michigan and board certified by the American Board of Pathology in Forensic Pathology, (or, in the event a new DME is hired, will achieve board certification within 24 months of appointment as a DME)

C. At least one DME with qualifications similar to those of the Medical Examiner is available when the Medical Examiner is not available.

3. **Postmortem Examinations, Death Certifications, and Cremation Permits**

A. The ME or a DME will complete all postmortem examinations and death certifications.

B. A physician with the qualifications of a DME who is awaiting appointment as a DME by the Osceola County Board of Commissioners, following a formal request for such appointment by the ME to the Osceola County Health Officer, may perform postmortem examinations under the supervision of the ME or DME.

C. The ME or DME will conduct postmortem examinations of all bodies pursuant to the requirements of the State of Michigan and according to professional standards established by the National Association of Medical Examiners.

D. Cremation permits are completed twice/weekday on a schedule that will be provided to the funeral homes before January 1. The funeral home is responsible for providing a completed and signed death certificate to the ME office by “fax” for review and authorization.

4. **Medical Examiner Investigators**
The County shall ensure that:

A. A sufficient number of Medical Examiner Investigators (MEIs), are available to respond to death scenes in a timely manner (within 1 hour of being contacted by Central Dispatch for at least 90% of the deaths reported).

B. The MEIs will conduct their investigations based on national guidelines as published by the Department of Justice.

C. The MEIs will contact the on-call Medical Examiner before releasing any decedent from the scene and will contact the Chief Medical Examiner Investigator, or their designee, before sending any decedent for a postmortem examination.

D. The MEIs will enter all information into MDIlog in a timely fashion to allow for prompt referral to the Organ Procurement Organization and to allow for evaluation by the on-call Medical Examiner/Deputy Medical Examiner

5. Autopsy Reports

The contractor shall ensure that:

A. Ninety percent (90%) of autopsies and external examinations are performed within 48 hours from the time the decedent is released from the death scene with the possible exception of Sundays and holidays. (Holidays include Martin Luther King, Jr. Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas and New Year's Day.)

B. Ninety percent (90%) of the final postmortem examination reports will be available within 60 calendar days from the time of autopsy.

7. Case Records

The Contractor shall ensure that Medical Examiner case records originating during the term of this agreement shall be maintained in its offices in professional acceptable content and format. The County shall have the sole and exclusive right to all records pertaining to the services rendered by the Contractor pursuant to this Agreement. The Contractor shall have use of appropriate records when such access is required for the performance of the services to be provided under this Agreement and for any of its quality, compliance or any other reviews Contractor deems necessary. Upon the completion or termination of this Agreement, all records pertaining to services provided hereunder in the Contractor's possession shall be turned over to the County; provided, however that Contractor shall have access to the records upon its written reasonable request.
8. Compensation

The County shall compensate the Contractor for services performed under this Agreement as follows:

A. Compensation.

i. Except as otherwise provided in this Agreement, the County shall compensate the Contractor for:
   a. Office administration, including completion of death certificates, cremation permits, ME/DME on-call 24/7/365, administration of the office, training MEIs, administrative assistant support and indirect expenses with a monthly rate of $300
   b. MDIlog – online medical examiner database at an annual cost of $1,170.
   c. Autopsies—
      1. Cost
         a) $2500 per autopsy + $255 per transport (Total of $2755)
         b) Limited, external examination, identification - $500 per examination + $255 per transport (Total of $755)

   2. Autopsies are ordered based on the current National Association of Medical Examiners Autopsy Performance Standards. The standards are occasionally updated by the National Association of Medical Examiners. The current standard requires an autopsy be performed when: the death is known or suspected to have been caused by apparent criminal violence, the death is unexpected and unexplained in an infant or child, the death is associated with police action, the death is apparently non-natural and in custody of a local, state, or federal institution, the death is due to acute workplace injury*, the death is caused by apparent electrocution, *the death is by apparent intoxication by alcohol, drugs, or poison, unless a significant interval has passed, and the medical findings and absence of trauma are well documented, the death is caused by unwitnessed or suspected drowning*, the body is unidentified and the autopsy may aid in identification, the body is skeletonized, the body is charred, the deceased is involved in a motor vehicle incident and an autopsy is necessary to document injuries and/or determine the cause of death; and when the forensic pathologist deems a forensic autopsy is necessary to determine cause or manner of death, or document injuries/disease, or collect evidence.

*unless sufficient antemortem medical evaluation has adequately documented findings and issues of concern that would otherwise have required autopsy performance.
In many cases, an external examination of the body is required to determine if a complete autopsy is needed.

ii. For unclaimed body investigations, in excess of three (3) per year, where the body is unclaimed for more than 48 hours, the County shall compensate the Contractor an additional $150/unclaimed body management. Any expenses related to cremation or burial of the unclaimed body, after application to the State of Michigan for reimbursement, are the responsibility of the County.

B. The Contractor shall invoice the County for the services on a monthly basis. The invoices shall be sent to: Osceola County Administrator 301 W. Upton Ave, Reed City, MI 49677. Payments shall be made by County to Contractor within 30 days from date of invoice, and should be sent to the following address:

Western Michigan University Homer Stryker M.D. School of Medicine
Attn: Accounting Department
P.O. Box 50391
Kalamazoo, MI 49005-0391

C. All transports from Osceola County (or a location designated by Osceola County) to Western Michigan University School of Medicine will be provided by a transportation service of the Contractor's choice. Such transport(s) will be directly billed to the County by the service provider. The transporter will meet all transport standards as defined by the National Association of Medical Examiners.

D. Use of County Facilities:
The County will allow at no charge:

i. If needed, use of a conference room or office in Osceola County, for meetings with family and next-of-kin to address questions about the results of a death investigation.

ii. Use of space within Osceola County for storage of body bags, tags, and personal protection equipment.

9. Independent Contractor

It is expressly understood and agreed that the Contractor is an independent contractor. The Contractor shall in no way be deemed as employees of the County. The Medical Examiner and Deputy Medical Examiners, as agents of the County, are entitled to protection and privileges provided by law, including without limitation governmental immunity. The Contractor's employees and agents and those of any subcontractors shall not be entitled to any fringe benefits which the County affords its employees, such as, but not limited to, health and accident
insurance, life insurance, paid vacation or sick leave or longevity. The Contractor shall be responsible for withholding and payment of all applicable taxes, including, but not limited to, income and Social Security taxes to the proper Federal, State and local governments, in connection with services rendered pursuant to this Agreement.

10. **Required Insurance by Contractor**

The Contractor shall procure and maintain during the life of this Agreement, the following insurance coverage, and upon request, shall provide Osceola County with evidence that such coverage is in force:

A. Workers’ Compensation Insurance including Employers’ Liability Coverage, in accordance with all applicable statutes of the State of Michigan.

B. General Liability Insurance on an "Claims Made" basis" with limits of liability not less than $1,000,000 per occurrence and aggregate for Personal Injury, Bodily Injury, and Property Damage.

C. Motor Vehicle Liability, including Michigan No-Fault Coverages, with limits of liability not less than $1,000,000 per occurrence combined single limit for Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles, and all hired vehicles.

D. Professional Liability Insurance with minimum limits of liability of $1,000,000 per occurrence, $3,000,000.00 aggregate for the professional activities being carried out pursuant to the terms of this agreement.

E. Performance and Payment Bonds - not applicable

11. **Liability**

All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as the provision of policy or procedural direction, to be carried out by the County shall be the responsibility of the County, and not the responsibility of the Contractor, if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the County, its officers, employees, or agents, or the Medical Examiner and Deputy Medical Examiners acting within the scope of their duties, provided that nothing herein shall be construed as a waiver of any immunity that has been provided to the County, its officers, employees, or agents by statute or court decisions.

All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, of the Contractor in the performance of its responsibilities under this Agreement shall be the responsibility of the Contractor and not the responsibility of the County if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the Contractor, its officers, employees, including but not limited to the persons serving as Medical Examiner and Deputy Medical Examiners, or agents, provided that nothing herein shall be construed as a waiver of any immunity the Contractor, its officers, employees or agents may have by statute or court decision, and except that liability for
the Medical Examiner or Deputy Medical Examiner shall be limited to negligent actions or failure to act or willful misconduct. In the event of liability to third parties, loss or damage arises as a result of activities conducted jointly by the County and the Contractor in fulfillment of their responsibilities under this Agreement, such liability, loss or damage shall be borne by the County and the Contractor in relation to each party’s responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any immunity by the County, the Contractor, or their officers, employees, or agents respectively, may have as provided by statute or court decisions.

12. **Compliance with Laws**

The Contractor will comply with all federal, state and local laws, including, but not limited to, all applicable OSHA/MIOSHA requirements, copyright and patent laws, and the Americans with Disabilities Act. The Contractor agrees to protect, defend and indemnify the County against liability for loss, cost or damage resulting from actual or alleged violations of law by the Contractor if that loss, cost or damage occurred as a result of Contractor’s gross negligence or willful misconduct.

13. **Confidentiality**

The Contractor acknowledges that during the performance of services under this Agreement, it or its personnel may become aware of or receive confidential information relating to or kept by the County, and therefore the Contractor agrees that all such information will be kept confidential and will not be disclosed without the written authorization of the County.

14. **License Requirements**

The Contractor shall meet all Federal, State and local license and/or authorization requirements to practice medicine. Failure to obtain and/or maintain any license and authorization requirements to practice medicine and/or loss of the same shall result in the immediate automatic termination of this Agreement.

15. **Nondiscrimination**

The Contractor will adhere to all applicable federal, state and local laws, ordinances, rules and regulations prohibiting discrimination. The Contractor, as required by law, will not discriminate against a person to be served or any employee or applicant for employment because of race, color, religion, national origin, age, sex, disability, height, weight, marital status, or any other factor legally prohibited by applicable law.

16. **Waivers**

No provision of this Agreement will be deemed waived and no breach excused, unless such waiver or consent will be in writing and signed by the party claimed to have waived or consented.
Any consent by any party to, or waiver of, a breach of the other party, whether express or implied, will not constitute consent to, waiver of, or excuse for any different or subsequent breach.

17. **Amendment of the Agreement**

No provision of this Agreement may be modified except by a written document signed by duly authorized representatives of both parties.

18. **Subcontracting or Assignments**

The Contractor will provide all services covered by this Agreement and will not subcontract, assign or delegate any of the services without written authorization from the County with the following exceptions:

   A. Forensic toxicology services may be subcontracted to a forensic toxicology laboratory that meets all requirements established by the National Association of Medical Examiners for accreditation.

   B. Consultation for specialized examinations such as cardiovascular pathology to a board-certified anatomic pathologist with specialization in cardiovascular pathology, providing the pathologist meets all practice requirements established by the National Association of Medical Examiners.

   C. Testing of blood samples for DNA for the purposes of identification of human remains to Michigan State University Forensic Biology Laboratory, provided the laboratory meets all requirements established by the National Association of Medical Examiners for accreditation.

   D. Transportation of decedents from a designated location to WMed is subcontracted.

19. **Disregarding Titles**

These titles of the sections set forth in this Agreement are inserted for the convenience of reference only and will be disregarded when construing or interpreting any of the provisions of this Agreement.

20. **Complete Agreement**

This Agreement and the attached Attachment A contain all the terms and conditions agreed upon by the County and Contractor, and no other agreement, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind either the County or the Contractor.
21. **Arbitration**

Any dispute or disagreement between the parties hereto regarding any provision of this Agreement or the performance of obligations hereunder shall be finally settled by binding arbitration. The arbitration shall be conducted under the Rules of the American Arbitration Association. In the event of any conflict between the Rules and this clause, the provision of this clause shall govern. The site of arbitration, unless the parties agree otherwise in writing, shall be Kalamazoo County, Michigan. The award rendered by the arbitrators shall apportion the cost of arbitration, as the arbitrators deem appropriate. Judgment thereon may be entered in a court having jurisdiction thereof or having jurisdiction over any court from the decision of the arbitrators. In addition, no party shall have any right to commence or maintain any suit or legal proceeding concerning a dispute hereunder until the dispute has been determined in accordance with the arbitration provisions of this section and then only for enforcement of the award rendered in such arbitration.

Each party shall enter into an agreement with the arbitrators which shall (a) prohibit any ex parte contacts with the arbitrators without the prior written consent of the other party, unless such contacts are initiated by an arbitrator, and (b) require the arbitrators to treat any information conveyed to him or her as confidential and prohibit disclosure of any confidential or trade information.

22. **Agreement Period and Termination**

This Agreement shall become effective and performance thereon shall commence on the 1st day of January, 2018, and shall continue through the 31st day of March 2018. Notwithstanding any other provision in this Agreement to the contrary, this Agreement may be terminated by the Contractor upon ninety (90) days prior written notice to the County. Notwithstanding any other provision in this Agreement to the contrary, this Agreement may be terminated by the County upon ninety (90) days prior written notice to the Contractor. The County may terminate this Agreement effective immediately after the Osceola Board of Commissioners' removal of Joyce deJong, DO as Compiled Laws (MCL 52.210f) after notice to Dr. deJong and a hearing providing her with an opportunity to be heard, for failure to discharge properly the duties of Osceola County Medical Examiner.

23. **Attorney Fees**

In the event of any arbitration or litigation arising out of or related to this Agreement, each party is responsible for their own attorney fees and expenses, including fees and expenses related to an appeal.

24. **Taxes**

County shall not be responsible for paying any taxes on Contractor’s behalf, and should County be required to do so by State, Federal, or local taxing agencies, Contractor agrees to reimburse
County promptly for full value of such paid taxes plus interest and penalty, if any. These taxes shall include, without limitation the following: FICA (Social Security), unemployment insurance contributions, income tax, disability insurance, and worker's compensation insurance.

25. **Successors and Assigns**

All representations, covenants, and warranties set forth in the Agreement by or on behalf of, or for the benefit of any or all of the parties hereto, shall be binding upon and inure to the benefit of such party, its successors and assigns.

26. **No Third-Party Beneficiary**

No person dealing with the County or Contractor shall be, nor shall any of them be deemed to be, third-party beneficiaries of this Agreement. This Agreement is not intended to, nor shall it be interpreted to create a special relationship between the County or the Contractor and any staff: visitors, residents, or other individuals who may have business through the County.

27. **Applicable Law**

The laws of the State of Michigan shall govern this Agreement.

28. **Invalid/Unenforceable Provisions**

If any section, clause, or provision of this agreement is rendered invalid or unenforceable because of any State or Federal statute or regulation or ruling of any tribunal of competent jurisdiction, that section, clause, or provision shall be null and void and shall be considered to be deleted and the remainder of the agreement shall not be affected thereby. Where the deletion of the invalid or unenforceable section, clause, or provision would result in the illegality and/or unenforceability of this agreement, this agreement shall be considered to have terminated as of the date in which the provision was rendered invalid.

29. **Certification of Authority to Sign Agreement**

The persons signing this Agreement on behalf of the parties hereto certify by their signatures that they are duly authorized to sign on behalf of said parties and that said parties have authorized this Agreement.

This Agreement contains all the terms and conditions agreed upon by the parties, and no other negotiations, representations, understandings or agreements, written, oral or otherwise, regarding the subject matter of this Agreement or any part thereof shall have any validity or bind the parties in any way.
OSCEOLA COUNTY

_________________________________________  Date: __________________________

By: Larry Emig,

Its: Chair, Osceola County Board of Commissioners

WESTERN MICHIGAN UNIVERSITY SCHOOL OF MEDICINE

_________________________________________  Date: __________________________

By: Lori Straube

Its: Associate Dean for Administration and Finance
Dear Jeremy,

I wanted to share some thoughts with you regarding the trial period we have had with the MEI program and with the services provided by WMED.

As you know, I had the opportunity to work for the state of New Mexico Office of the Medical Investigator (OMI) for about 3 years. While working with OMI, I took their Medicolegal Death Investigator school as well as ongoing trainings. We were a busy death investigation system, and I would investigate an average of 6-8 death scenes monthly. I tend to judge other death investigation systems against what we did in New Mexico. Our system was NAME accredited and followed national best practices, and that is what I look for in other systems as well.

When I came back to Osceola County, I began asking questions about the MEI system and processes under Dr. Wagner’s office. I was concerned with some of the answers I received, as it certainly did not appear that under the guidance of Dr. Wagner’s office that we were achieving national standards.

There is an excellent and eye-opening book titled “The Cadaver King and a Country Dentist”. This book explores the problems that have plagued Mississippi’s death investigation system, resulting in numerous wrongful convictions which have finally been overturned, and many more which may never be made right. There were many problems in the state which led to these issues, but one of the most significant issues was a medical examiner in the state who did not follow best practices, along with a dentist-turned-forensic odontologist. Neither of these “practitioners” held the appropriate credentials to engage in death investigation and practiced bad science, leading to the problems in the state.

When WMED agreed to provide services to the county on a temporary basis, I was interested to work with the county as a MEI. I was excited to see how the WMED system compared to the system I was used to in New Mexico. From the moment Jo began doing training, I was excited. Virtually everything that Jo discussed—things that were evidently significant changes from the old system—were nearly identical to the New Mexico system. It was clear from her trainings that she was well-versed in accepted practices and techniques, and that everything WMED is doing has been built from the ground up to ensure investigations are conducted uniformly and in the best way possible. And we truly owe nothing less to the residents and visitors to Osceola County. If there has been a criminal or negligent act, we need to be operating in a system that can best bring the necessary closure to the loved ones of the victim. Likewise, in the case of natural deaths, we owe it to the survivors to conduct a respectful investigation, providing dignity for the decedent and bringing prompt closure to the family.

I have appreciated WMED’s approach to investigative technique and reporting. I believe their commitment to solid investigations, as well as their commitment to the prompt issuance of death certificates makes them an excellent choice to meet the needs of Osceola County. I absolutely cannot say enough good about Jo’s training and everything that I have seen come out of WMED. I have appreciated the communication between investigators, and the support we have through WMED. The fact that when we call in a death we are able to speak directly to the on-call forensic pathologist is such a good thing.
I believe the willingness of WMED to jump in and help our county when we needed them was phenomenal, and I continue to be absolutely impressed with their commitment to excellence in the field, and the service they provide our state.

I hope that in reviewing bids for service that the county would consider the excellence we have seen in working with WMED, and I hope that is a relationship we can continue for years. I have nothing but confidence in WMED and sincerely hope the county retains the WMED team to continue providing medicolegal investigation services for the county.

If you have any questions, please let me know.

Respectfully,

Sean Duffy, Paramedic/MEI
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**Total:** 15,200.00 15,200.00
DATE: May 9, 2018

TO: Osceola County Commissioners

RE: Adding an administration fee to County Allocated portion of summer tax bills for the five townships who we collect the summer taxes for.

When the property taxes were split into two seasons, townships had the option of their treasurer collecting the summer taxes, or opting to let the County collect the summer season. At the beginning, the County collected for 7 townships. Currently we collect for 5. On the summer tax bills, only the County Allocated and SET (State Education Tax) are included. At the beginning, the County chose to levy a 1% administrative fee on only the SET portion of the tax. MCL 211.905b (5)(c) allows the collecting unit to impose the 1% fee on any or all of the taxes being collected to help offset the costs of mailing the bills, collecting the taxes, etc.

As an example, in 2017, the County Allocated tax amount was 1,355,179.16. Adding this 1% fee to the County Allocated portion would have raised $13,551.79 additional revenue for the General Fund.

Would the Board be in favor of adding this administration fee to the County Allocated portion of the tax to help offset the collection costs?

Please contact me with any questions.

Thanks!

Lori
DISCHARGE OF MORTGAGE

Know all Men by these Presents, that the Board of Commissioners of the County of Osceola and State of Michigan,

Do Hereby Certify, that a certain Indenture of Mortgage, bearing the date of February 27, 1998 made and executed by Peggy A. Dore, a single woman, 21204 110th Avenue, Tustin, MI 49688

of the first part, to Osceola County, a Municipal Corporation, 301 W. Upton Ave. Reed City, MI 49677 of the second part, and

recorded in the Register’s Office for the County of Osceola and State of Michigan, in Liber 647, Page 590, dated September 24, 1998, concerning the following described property located in Osceola County:

Beginning on the Section line North 1°00’ West 979.34 feet, from the Southwest corner of Section 17, thence North 1°00’ West along the section line 270 feet, North 89°00’ East 225, South 01°00’ East 270 feet, South 89°00’ West 225 feet to the point of beginning, Section 17, T20N, R8W, Highland Township, Osceola County Michigan.

Subject to all reservations, easements and restrictions or record, if any.

Said mortgage is fully paid, satisfied and discharged.

__________________________________________
Larry Emig, Chairperson
Osceola County Board of Commissioners

STATE OF MICHIGAN)
COUNTY OF Osceola) ss.

The foregoing instrument was acknowledged before me on ___________________ 2018, by
Larry Emig, as Chairperson of Osceola County Board of Commissioners, Osceola County, Michigan.

DRAFTED BY
Dan Massy
After Recording Return To:
Dan Massy
301 W. Upton
Reed City, MI 49677

__________________________________________
Notary Public, Osceola County
My Commission Expires: __________________
March 27, 2018

David Blanchard
Osceola County
240 E. Church Ave.
Reed City, MI 49677

Dear Mr. Blanchard:

Osceola County has been approved to receive reimbursement from the Michigan Veterans Affairs Agency for FY18 Training.

The final amount of the award will be determined by actual receipts after the completion of training. The following information needs to be submitted to your Regional Coordinator by Friday, May 11, 2018:

- Completed Expense Reimbursement Form
- Training agenda
- MapQuest verified mileage
- Registration receipt
- Lodging receipt
- Meal receipts
- Toll receipts

If you have any questions, please contact Stefanie MacDonald at 517-284-5225 or by email at macdonalds@michigan.gov.

Sincerely,

Robert Price
Director of Targeted Outreach
MEMORANDUM

To: West Michigan Morgue Member
From: Christopher Wren
Subject: Full Time Forensic Pathologist
Date: May 7, 2018

On behalf of the West Michigan Forensic Pathology Services Authority please share the proposal outlined below with your respective Board of Commissioners. In an effort to take the next step, the funding is now being sought to hire a full time forensic pathologist, part time assistant and related costs to propel the morgue to the next level of service. The associated costs will be greater upfront, however the goal is to quickly attract additional members and quickly reduce costs to member Counties.

As you are aware, the morgue authority has in a short six months increased from two to eight member Counties. This is a true testament to the regional cooperative atmosphere we all belong to. The Authority provides a unique and one of a kind situation for all of us; having ultimate control and oversight of autopsy services for our communities. The inclusion of a full time forensic pathologist is anticipated to quickly attract additional Counties and continue the growth of the regional collaborative effort.

The morgue authority has been regularly meeting and a subcommittee was created to research the feasibility and associated budgetary needs of hiring a full time forensic pathologist. After extensive discussion and research a plan has been developed providing a temporary increase in autopsy costs with a clear path for future savings.

The plan will require upfront costs for member Counties to increase their per autopsy fee (see attached spreadsheet A) to $4,650.00. Currently most Counties are paying an average of $3,200.00 to $3,500.00 per autopsy. The additional cost per autopsy is based on the average of member Counties autopsies (75). Per the attached spreadsheet you can see that with the inclusion of additional autopsies the cost per reduces quickly. We are also requesting that the per autopsy fee be paid in quarterly installments based on your annual average. As an example, your County averages twelve autopsies a year, you would be asked to pay for four autopsies per quarter in advance in order to build a fund balance to cover costs.

The figure below is based on your five year annual average of autopsies ordered. We are asking that you commit that number at the temporary autopsy rate of $4,650.00. Again we would also ask this be paid quarterly to the morgue authority. You will receive that number of autopsies for a twelve month period with carry over to the following year.
Using attachment B, Newaygo County’s cost would be as follows:

Five Year Average Number of Autopsies  75

Temporary Autopsy fee $4,650.00 x 15 = $69,750.00 Annual PreBuy

Total Annual PreBuy at the Temporary Amount paid Quarterly $17,437.50

The West Michigan Forensic Pathologist Service Authority appreciates your consideration of this proposal and commitment to the morgue endeavor.
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