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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, November 2, 2017 at 2:00 p.m.  
901 N. Stonewall Ave, Oklahoma City, OK 73117  
And via videoconference at  
1115 W. 17<sup>th</sup> St., Tulsa, OK 74107  
918-295-3400

*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. 17<sup>th</sup>, Tulsa.*

Members present: Rocky McElvany, Dr. Steve Vogel, Mr. Glen Huff, Mr. Charles Curtis, Dr. Roy Zhang and Dr. Eric Pfeifer.

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

Members absent: Mr. Chris Ferguson

Others Present: Amy Elliott (OCME), Kari Learned (OCME), Dr. Edana Stroberg (OCME) Lori Shively (OCME) and Thomas Schneider (OAG). Via video conference, Dr. Joshua Lanter (OCME), Dr. Ross Miller (OCME) and Mary Wilson (OCME),

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

Mr. Huff motioned to adopt the minutes as written from the August 3, 2017 meeting. Dr. Stewart seconded the motion. Roll was called, Dr. Zhang, Dr. Vogel and Mr. Curtis abstained, all others were in favor.

Update from Chief Medical Examiner – Dr. Eric Pfeifer

● Financial snapshot –

~ We currently have approximately \$8M in reserves. However, \$5.6M has been encumbered for items that haven't yet been paid for, such as the CT scanner and the service contracts which are all very expensive.

Once these are paid for, you will see our monthly carryover stabilize. We plan to add 2 forensic pathologists and an additional fellow over the next 2 years. This will impact the carryover as well.

Appropriations have increased approximately \$200K per month over the first 4 month of this physical year. The permit deposits are very robust and are a little better than we predicted.

- Priority projects–

~ The primary goal has always been to become reaccredited by the National Association of Medical Examiners (NAME). In order for this to happen, the Oklahoma City and Tulsa practice locations must be brought up to modern standards. Also, investigator coverage in rural Oklahoma must be complete and the staffing level must meet NAME standards. The Oklahoma City practice will be moving into the new facility within the next couple of months and now we must get the Tulsa practice modernized.

We plan to be fully operational in the new Oklahoma City practice by December. Now that this project is coming to an end, Dr. Pfeifer will be focusing all his efforts on one priority project, which is the Tulsa practice.

~ Dr. Pfeifer presented each Board member with a token of appreciation for their support and assistance in making the new practice for Oklahoma City a reality. Mr. McElvany thanked Dr. Pfeifer on behalf of the Board and pointed out how far the Agency has come.

- Tulsa office update –

~ Dr. Pfeifer presented a portion of the Oklahoma State University (OSU) Master Plan that was presented to their regents by leadership a couple of weeks ago. One of their planning goals specifically identified relocating the Tulsa Medical Examiner's building out of the center of the campus. Their vision is to build a new 4 story structure with approximately 50,000 sq. ft. per floor. This would house the new Tulsa practice and include expansion needs for the University. The preliminary design and costs consideration for this are that the Tulsa practice would occupy a portion the north side of the first floor, (approximately 15,000-20,000 sq. ft.). This would be at a cost of approximately \$12M per the last architect's estimate. The ideas for financing are varied; from a 1 time appropriation to a couple of different types of bond options. Dr. Pfeifer reiterated, that the Agency cannot achieve reaccreditation without the Tulsa practice also meeting modern NAME standards.

- Legislative update –

~ In Mrs. Elliott's absence, Dr. Pfeifer provided an update on Senate Bill 207. This bill requires reports from this Agency to be distributed at certain intervals. We are currently working with our database programmer to design and incorporate a "clock" into the database which will allow us to release the reports within the appropriate time frame.

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

- Tulsa office update –

~ Dr. Lanter was pleased to announce that the Tulsa and Oklahoma City practices are seeing a lot of interest from potential fellowship applicants and for our open forensic pathologist positions.

Recently a candidate was interviewed for a full time forensic pathologist position in Tulsa. He was a very strong applicant and had a great interview. He's currently in his fellowship and would join us in July 2018. An offer was extended to him, we are currently awaiting his response.

The Board discussed 2018 meeting dates for the Board of Medicolegal Investigations, Office of the Chief Medical Examiner (OCME). It was decided to meet monthly during the legislative session and quarterly the remainder of the year. The dates are as follows: February 1, March 1, April 5, May 3, August 2 and November 1.

Dr. Stewart motioned to accept the 2018 OCME Board meeting dates as proposed. Mr. Curtis seconded the motion, roll was called and all were in favor.

Mr. Curtis motioned to enter into Executive Session for the purpose of discussing the performance evaluation of the Chief Medical Examiner. Dr. Vogel seconded the motion, roll was called and all were in favor.

The videoconference was disconnected at this time.

The videoconference was re-established.

Mr. Curtis motioned to exit Executive Session. Mr. Huff seconded the motion, roll was called. Dr. Stewart and Dr. Allen were no longer in attendance all others were in favor.

No action was taken during Executive Session.

No new business.

Mr. Curtis motioned to adjourn the meeting, Mr. Huff seconded the motion. All were in favor. The meeting was adjourned.