



Interoffice Memorandum

AGENDA ITEM

May 18, 2022

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

THRU: Raul Pino, M.D., MPH, Director
Health Services Department

FROM: Joshua Stephany, M.D., Manager
Medical Examiner's Office
Contact: 407-836-9424

Handwritten signatures and the date "5/18/22" are present next to the "THRU" and "FROM" fields.

SUBJECT: FY 2021 Paul Coverdell Grant (15PBJA-21-GG-02897-COVE)
Autopsy Saw for the Medical Examiner's Office
Consent Agenda – June 21, 2022

We have been informed by the Florida Department of Law Enforcement Medical Examiners Commission that our grant application for the 2021 Paul Coverdell Forensic Sciences Improvement Grant has been approved by the National Institute of Justice (NIJ) in the amount of \$2,111.45.

The grant was awarded to pay for one autopsy saw to be used in the morgue as needed. Because an autopsy saw is used daily, it is essential to have the necessary equipment on hand.

We are requesting approval of the grant award and authorization for the Mayor or designee to approve any future grant modifications for monetary or non-monetary changes.

ACTION REQUESTED: Approval to accept the 2021 Paul Coverdell Forensic Sciences Improvement Grant in the amount of \$2,111.45 from the Florida Department of Law Enforcement/National Institute of Justice for the grant period of January 1, 2022 through December 31, 2022, and authorization for the Mayor or designee to approve any future amendments to this grant. No county match is required. **(Medical Examiner)**

Attachments

C: Danny Banks, Deputy County Administrator
John Goodrich, Deputy Director, Health Services Department



State of Florida Medical Examiners Commission

P.O. Box 1489 | Tallahassee, FL 32302-1489 | (850) 410-8600

MEMORANDUM

DATE: May 17, 2022

TO: Joshua D. Stephany, M.D.
Districts Nine and Twenty-Five Medical Examiner

FROM: Brett Kirkland, Ph.D.
Bureau Chief

SUBJECT: 2021 Paul Coverdell Grant Award Notification

I am pleased to inform you that your grant application for the 2021 Paul Coverdell Forensic Science Improvement Grant has been approved by the Bureau of Justice Assistance (BJA) in the amount of \$2,111.45.

Enclosed is a copy of your expenditure list and reimbursement forms. Reimbursement requests for this grant may be submitted on a monthly or quarterly basis. The grant requires a copy of the invoice and check used for payment to be included with the reimbursement form. If there is a problem obtaining a copy of the check, please provide a copy of the zero-balance invoice and a note stating that you were unable to obtain a copy of the check. The reimbursement forms and supporting documentation may be emailed to Chad Lucas at StevenChadLucas@fdle.state.fl.us.

The grant period for this award is January 1, 2022, through December 31, 2022. Please note that the deadline for submitting reimbursement requests is October 28, 2022. Included in this packet is a timeline which shows the deadlines associated with the 2021 grant. If you anticipate not being able to complete your purchases prior to October 28, 2022, please let me know as soon as possible so that an extension can be requested.

If you have any questions pertaining to this award, please feel free to contact Chad Lucas at StevenChadLucas@fdle.state.fl.us or (850) 410-8609.

BK/scl

2021 PAUL COVERDELL GRANT (15PBJA-21-GG-02897-COVE)

Reimbursement Request

Department of Law Enforcement
Investigation and Forensics Program Area
Lab Services

SUMMARY STATEMENT OF TOTAL PROJECT COSTS

Subgrantee:	Fiscal Contact:
FEID #	Telephone:
Address:	
Claim Period:	Claim Number:
Category:	Cost:
PERSONNEL	
FRINGE	
TRAVEL	
EQUIPMENT	
SUPPLIES	
CONSULTANTS/CONTRACTS	
OTHER	
TOTAL REIMBURSEMENT REQUESTED	

I hereby certify that the above costs are true and valid costs incurred in accordance with the project agreement.

Local Project Director

I hereby certify that the above costs are true and valid costs incurred in accordance with the project agreement and are approved for reimbursement.

Jason Bundy, Forensic Services Director