



Interoffice Memorandum

AGENDA ITEM

March 28, 2019

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

THRU: John Goodrich, Deputy Director *J. Goodrich*
Health Services Department

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

SUBJECT: FY 2018 Paul Coverdell Grant Microscope for the Medical
Examiner's Office
Consent Agenda – April 9, 2019

We have been informed by the Florida Department of Law Enforcement Medical Examiners Commission that our grant application for the 2018 Paul Coverdell Forensic Sciences Improvement Grant has been approved by the National Institute of Justice in the amount of \$2,550.

The grant was awarded to pay for one microscope, which is needed due to the addition of one medical examiner. Currently, the new doctor has been sharing a microscope, which causes unnecessary delays in histological analysis.

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 2018 Paul Coverdell Forensic Science Improvement Grant in the amount of \$2,550 from the Florida Department of Law Enforcement/National Institute of Justice for the grant period of January 1, 2019 through December 31, 2019 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



State of Florida Medical Examiners Commission

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

MEMORANDUM

DATE: March 6, 2019

TO: Joshua D. Stephany, M.D.
District Nine Medical Examiner

FROM: Vickie Koenig
Bureau Chief

SUBJECT: 2018 Paul Coverdell Grant Award Notification

I am pleased to inform you that your grant application for the 2018 Paul Coverdell Forensic Science Improvement Grant has been approved by the National Institute of Justice (NIJ) in the amount of \$2,550.00.

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, 2019, through December 31, 2019. Please note that the deadline for submitting reimbursement requests is October 23, 2019. Included in this packet is a timeline which shows the deadlines associated October 23, 2019, 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.

VK/scl

**2018 Paul Coverdell Grant
Expenditure List (Received 01/10/18)
District Nine Medical Examiner Office**

Category: Equipment

The District Nine Medical Examiner Office requests funds for a microscope. Due to the increase in caseload, the office needed to increase the number of medical examiners on staff. As such, District 9 also needs to increase the number of microscopes on hand for all the doctors to have one so that they will be able to inspect the histology slides they requested on specific medical examiner cases. Sharing microscopes can cause unnecessary delays and all doctors should be given the same necessary tools to complete their work. By allocating funds for the microscope, there will not be a delay in permitting the new doctor from reading slides. It will also minimize the time necessary for the doctor to dictate those findings and include them in the autopsy reports the doctor generates on those cases.

Quantity	Item	Cost
1	Microscope	\$2,550.00

Total Award Amount: \$2,550.00