




Interoffice Memorandum

AGENDA ITEM

February 13, 2020

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

THRU: Yolanda G. Martinez, EdPhD., PhD., Director
Health Services Department 

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

SUBJECT: FY 2019 Paul Coverdell NFSIA Grant #2019-CD-BX-0011 –
Autopsy Saw for the Medical Examiner's Office
Consent Agenda – February 25, 2020

We have been informed by the Florida Department of Law Enforcement Medical Examiners Commission that our grant application for the 2019 Paul Coverdell Forensic Science Improvement Grant has been approved by the National Institute of Justice in the amount of \$2,399.

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 2019 Paul Coverdell Forensic Science Improvement Grant in the amount of \$2,399 from the Florida Department of Law Enforcement/National Institute of Justice for the grant period of January 1, 2020 through December 31, 2020, 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: January 27, 2020

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

FROM: Vickie Koenig
Bureau Chief

SUBJECT: 2019 Paul Coverdell Grant Award Notification

I am pleased to inform you that your grant application for the 2019 Paul Coverdell Forensic Science Improvement Grant has been approved by the National Institute of Justice (NIJ) in the amount of \$2,399.00.

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, 2020, through December 31, 2020. Please note that the deadline for submitting reimbursement requests is October 1, 2020. Included in this packet is a timeline which shows the deadlines associated with the 2019 grant. If you anticipate not being able to complete your purchases prior to October 1, 2020, 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) 410-8608.

VK/scl

**2019 Paul Coverdell Grant
Expenditure List (Received 01/15/19)
District Nine Medical Examiner Office**

Category: Equipment

The District Nine Medical Examiner Office requests funds for an autopsy saw. Due to an increase in caseload, office staffing has increased and so has the need for additional autopsy saws. This is compounded by the fact that the life span of an autopsy saw is not long, so one must have one or two on standby in the event one in service becomes irreparable. Because the autopsy saw is used daily, it is essential to have the necessary equipment on hand. By allocating funds for the saw, they will not experience any potential delays in performing examinations due to lack of equipment or equipment failures.

Quantity	Item	Cost
1	Autopsy Saw	\$2,399.00

Total Award Amount: \$2,399.00