



OFFICE OF THE
MEDICAL INVESTIGATOR

NEW MEXICO BOARD OF MEDICAL INVESTIGATORS
MINUTES OF GENERAL MEETING- March 16, 2021

NM Office of the Medical Investigator
The University of New Mexico Health Sciences Center
VIRTUAL MEETING

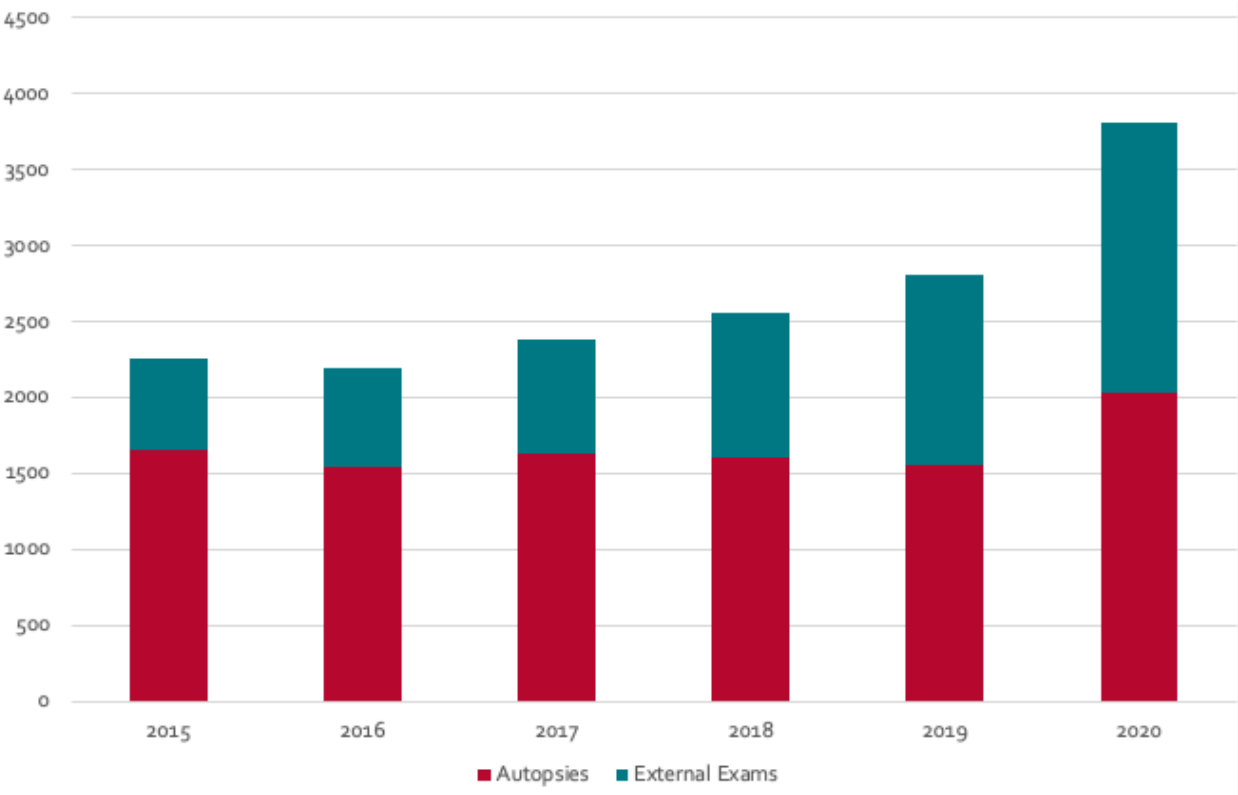
BOARD PRESENT:

Martha Cole McGrew, MD <i>Board Chair</i>	Interim Dean, UNM School of Medicine
David Houston <i>Board Vice Chair</i>	Chairman, New Mexico Board of Funeral Services
Tim Johnson <i>Board Secretary</i>	Interim Cabinet Secretary, New Mexico Dept. of Public Safety
Lynn Trujillo <i>Board Member</i>	Cabinet Secretary, New Mexico Dept. of Indian Affairs
Tracie Collins, MD <i>Board Member</i>	Cabinet Secretary, New Mexico Dept. of Health

1. **CALL TO ORDER AND CONFIRMATION OF QUORUM**
Dr. McGrew called the meeting to order at 2:03 PM and confirmed a quorum.
2. **ADOPTION OF THE AGENDA (action item)**
Sec. Johnson **MOVED** to accept the agenda as presented. David Houston **SECONDED**. There was no discussion. All were in favor. Motion **CARRIED**.
3. **APPROVAL OF MINUTES (action item)**
Sec. Johnson **MOVED** to approve the January 7, 2021, Special Meeting Minutes. David Houston **SECONDED**. There was no discussion. All were in favor. Motion **CARRIED**.
4. **PUBLIC COMMENT**
No public comment
5. **REPORT FROM THE CHIEF MEDICAL INVESTIGATOR**
Dr. Jarrell opened her report by introducing Dr. Lauren Dvorscak as the new Assistant Chief Medical Investigator of the OMI. Dr. Dvorscak completed her pathology residency and forensic pathology fellowship with UNM School of Medicine.

Case Load Trends:

Dr. Jarrell presented a slide to the board illustrating OMI case load trends.



Individual OMI Pathologist Autopsy Equivalent Totals, 2/1/2020-2/28/2021

FP 1	FP2	FP3	FP4	FP5	FP6	Locums
374	379	372	341	337	178	415

NAME Accreditation Requirement

Is the medical staff of sufficient size that no autopsy physician is required to perform more than 325 autopsies/year? (See note after G2j)	II	Y	N/A	N
Is the medical staff of sufficient size that no autopsy physician is required to perform more than 250 autopsies/year?	I	Y	N/A	N

Mass Fatality Plan Timeline:

OMI will continue to assist with decedent storage until the state of emergency declaration has been lifted. DOH has purchased two refrigerated trucks, plus will purchase 2 more to be housed off-site, as well as two on site, “in-house” permanent coolers (outside garage area to hold 30 decedents, inside garage area to hold 60 decedents. \$195,000 installation cost)



Faculty Recruitment:

- 37 accredited programs for forensic pathology training in the US
- Approximately 34,000 residency positions for graduating medical students; 603 will train in pathology; Between 35-45 will become forensic pathologists
- Approximately 500 full time forensic pathologists practicing in the US

Estimated need of 1,000 more for adequate coverage

- There are currently 47 open positions in the US, plus one in New Zealand
- OMI has 3 open positions.

Dr. Jarrell introduced Dr. Emily Helmrich who has accepted an OMI faculty position beginning in August 2021. Dr. Helmrich is currently one of our forensic pathology fellows. She completed her AP/CP pathology residency at UNM and graduated from University of South Florida.

New CT Scanner:

The state provided OMI with \$1.4 Million for a new scanner.



Future Plans and Progress:

- Created 21 additional positions as OMI
- EOD Climate Assessment, compiled by Dr. Dvorscak
 - Scheduled Formal Training Sessions
 1. Basic Death Investigations School (Fall 2022)
 - Formal Training Budget with revenue
 2. Interdisciplinary training on anger de-escalation, difficult conversations, stress management, etc.
- New case management system (CMS), go live in spring
- Faculty and Staff Wellness
 1. OMI Wellness Committee, chaired by Dr. Clarissa Krinsky
 2. Wellness Room
 3. NAME Workplace Stress and Wellness Pilot Study
- Discussions for radiologist on-site at OMI

COVID-19 Related Expenses:

Dr. Jarrell presented a slide listing COVID-19 related expenses. She notes that the OMI has applied for FEMA reimbursements.

- 1st FEMA application \$114,032
- 2nd FEMA application \$98,293
- 3rd FEMA application \$70,715

PPEs (PAPRs, Gloves, Face Masks, and Other Respirators) Fit Testing for staff including on-call staff Other Lab Supplies Body bags	\$ 178,737
FEMA Refrigerated Truck-Related Expenses: Safety Equipment, Fuel, Portable handwashing station, Portable Toilet, Heavy Equipment, etc...	\$ 63,700
LTD - body transport	\$ 34,740
Office Covid-19 Related Expenses: Counter safety shield protections, Temperature check guns, Hand sanitizer, Webcams, Lodging for In-state travel for trailers inspections, etc...	\$ 5,862
Total	\$ 283,039

6. **BUDGET UPDATE (includes two action items)**

Dr. Jarrell presented a slide to the board and gave an update about the OMI budget.

- OMI FY21 Income Statement Projection 7/1/20 – 06/30/21

Revenue	
Operating Revenue	
University Hospital Revenue	\$1,011,659
Sandoval Regional MC Revenue	\$44,480
Other Revenue Services	\$4,763,037
Non-operating Revenue	
State Appropriation	\$5,413,700
Intra University Activities	
Transfer & Allocation	(\$93,679)
Total Revenue	\$11,139,197
Expenses	
Salary & Fringe	\$7,067,811
Body Transportation	\$1,506,932
Utilities & Plant Maintenance (SLD, Security, Kone Elevator, P	\$815,069
Equipment Warranties (Phillips, Siemens, Stryker, C-Scan Tech	\$247,264
Services (Locums, J&J, Janitorial, Waste Destruction, Malpractice,	\$811,902
Patient Care Expenses (PPEs, Body Bags, Formalin, Scalpel BI	\$398,381
NMS - Toxicology	\$41,000
Other Expenses (Appr's Overhead, bad debt, FDMIs mileage rein	\$1,014,867
Total Expenses	\$11,903,226
FY21 Projected Net	(\$764,029)
FY20 Reserves	\$324,029
FY21 Overall Projected Net	(\$440,000)

Aging Invoices:

Two funeral homes owe significant amounts: Funeral home A owes \$110,000 and Funeral home B owes \$34,000. One entity that OMI works with for private autopsy consultation owes \$93,000 OMI worked with UNM legal to draft payment demand letters, OMI Accountant Thu Luu worked with UNM bursar's office to set up "pay up front feature" for future cremation permits for these businesses, plus payment in arrears. The new CMS, this spring/summer will eliminate retroactive billing and will have credit card payment up front feature.

31-60 Days	61-90 Days	91-120 Days	121+ Days
\$154,740	\$99,275	\$161,070	\$263,965

Cremation Permits:

<u>Revenue:</u>	<u>Cremation Permit Fees Nationally</u>
• FY18: \$2.4 million (73%)	• Fees set by each ME/coroner office
• FY19: \$2.6 million (71.6%)	• Ranges from no charge to \$357
• FY20: \$2.9 million (72%)	• OMI charges \$200, plus processing fee
• FY21 (through 2/18): \$2.3 million (76% of total revenue)	

EMS Student Fees (action item):

The OMI currently charges EMS programs, student fees to come to the OMI and observe an autopsy and our case triage. These EMS Programs include UNM EMS Academy, CNM and SFCC. Fees applied are an educational fee of \$106 and PPE \$27. The OMI does not earn a huge revenue and sees this service as great learning experience for students going into the field. Dr. Jarrell requested that the board vote to remove these fees from the fee schedule. Previous revenue:

- FY19: \$12,286
- FY20: \$5,074

Dr. McGrew asked for a motion to remove the EMS training in autopsy and PPE fee. Sec. Johnson **MOVED**. Mr. Houston **SECONDED**. All were in favor. Motion **CARRIED**.

Autopsy Service Fees (action item):

There has been a prior approval by the board for a 3% annual increase in all fees. The last fee increase was 12/2018. In FY19 there were 229 consult autopsies and 234 in FY20. The current fee is \$4,624. OMI is asking for a 5% increase for consult autopsies only. Projected revenue from the increase would be an additional \$49K in revenue. There was some discussion from the board about who the customers are that request consult autopsies and pay the fee. Civil cases, FBI and Navajo Nation are among the customers that will be impacted by the fee. Since the increase will affect the Navajo Nation, the board agreed that they would like Secretary Trujillo present (left the board meeting early) to discuss before voting. The board agreed to table the request to a later board meeting, possibly the June meeting.

Sec. Johnson **MOVED** to table the action item to request a 5% increase to the autopsy consult fees. Mr. Houston **SECONDED**. All were in favor. Motion **CARRIED**.

7. **VOTE TO CLOSE THE MEETING AND PROCEED IN CLOSED SESSION**

Board administrator, Anthony Cervantes took role call:

- Tim Johnson- Present
 - Tracie Collins- Present
 - Dr. McGrew- Present
 - David Houston- Present
- The general meeting closed at 2:56 PM.

8. **RE-OPEN THE GENERAL MEETING**

The general meeting re-opened at 3:02. Dr. McGrew certified that only the matters described in the executive session agenda were discussed during closed session and if necessary final action with regard to those matters will be taken in the reconvened open session. Dr. McGrew stated that the closed session was informational only.

9. **ADJOURNMENT**

Dr. McGrew asked for a **MOTION** to adjourn. Sec. Johnson **MOVED**. Mr. Houston **SECONDED**. All were in favor. Moton **CARRIED**

The meeting **ADJOURNED** at 3:04 PM.

Approval of Minutes:



Tim Johnson, Board Secretary



Date