

Mission

The mission of the Franklin County Coroner's Office is to serve and protect the interests of the community by maintaining the highest standard of professionalism and integrity in determining the cause and manner of death. We are a dedicated team that is committed to providing excellence, compassion, and respect to every family and community member.

Strategic Focus

Primary Initiative: Coroner Case Completion - To continue retaining National Association of Medical Examiners (NAME) accreditation, the FCFSC needs to be able to provide case completion to the community in a timely manner. It is a priority to complete pathology cases within 60 calendar days for 90% of cases

Primary Issue: Accreditation Status - Both the complexity and quantity of Coroner Cases within Franklin County continue to increase annually. The Coroner's Office strives to provide case completion in a responsive time frame to service the needs of the community. The Franklin County Forensic Science Center, Office of the Coroner is currently accredited by National Association Medical Examiners (NAME), However the current increase of cases (Non-COVID) is straining the Office's ability to maintain this status. The Office is striving to efficiently to complete pathology cases; including through the use of locums, and the hiring of Pathology Assistants. Serving the community and residents of Franklin County remains a priority, and maintaining NAME accreditation status contributes to this goal. The Franklin County Coroner's office will continue to look for ways to increase resources for accreditation-related services. This includes utilizing locums in Franklin County; contracting out-of-county for examinations; and utilizing Pathology Assistants to perform examinations.

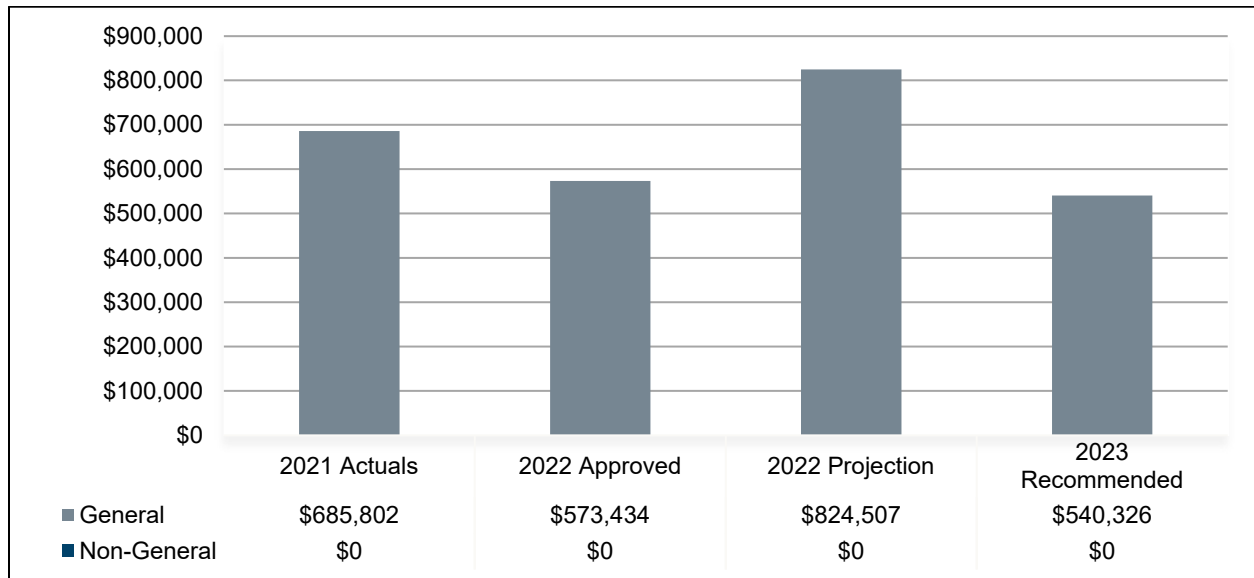
Performance Spotlight

Measure: Percent of pathology cases completed within 60 calendar days

Program: Pathology

About this measure		Why it is important	
This measure tracks the number of pathology cases completed within 60 calendar days or less. The completion of Pathology cases is dependent upon prior completion of Toxicology and Investigative reports, receipt of decedent's medical records and results of specialized outside lab testing.		This measure supports that the families of decedents will have the case reports in a timely fashion to provide closure, protect the interest of community and allow for justice to be served.	
What is being done			
The Coroner's Office staff continues to work diligently to provide Coroner's Reports in a timely fashion. Internal and external resources are being utilized to maintain respect to every family and community member.			
2021 Actual	2022 Budget	2022 Projected	2023 Budget
17.0%	65.0%	46.5%	51.0%

Budget Summary – Revenues



Primary Revenue Sources by Fund Type

Fund Type	Fund Name (Number)	Primary Revenue Sources
General	• General Fund (1000)	• Grant Receipts • Out of County Autopsies
Special	None	N/A
Debt	None	N/A
Capital	None	N/A
Enterprise /Internal	None	N/A

Comparison: 2022 Approved to 2022 Projection

	2022 Approved	2022 Projection	Variance	
			\$	%
General Fund	\$573,434	\$824,507	\$251,073	43.8%
Non-General Fund	\$0	\$0	\$0	N/A
Total	\$573,434	\$824,507	\$251,073	43.8%

The \$251,073 increase from the 2022 Approved Budget to the 2022 Projection is primarily attributed to:

- A grant for the purchase of automated toxicology samplers received through the American Rescue Plan Act via the Ohio Office of Criminal Justice Services.

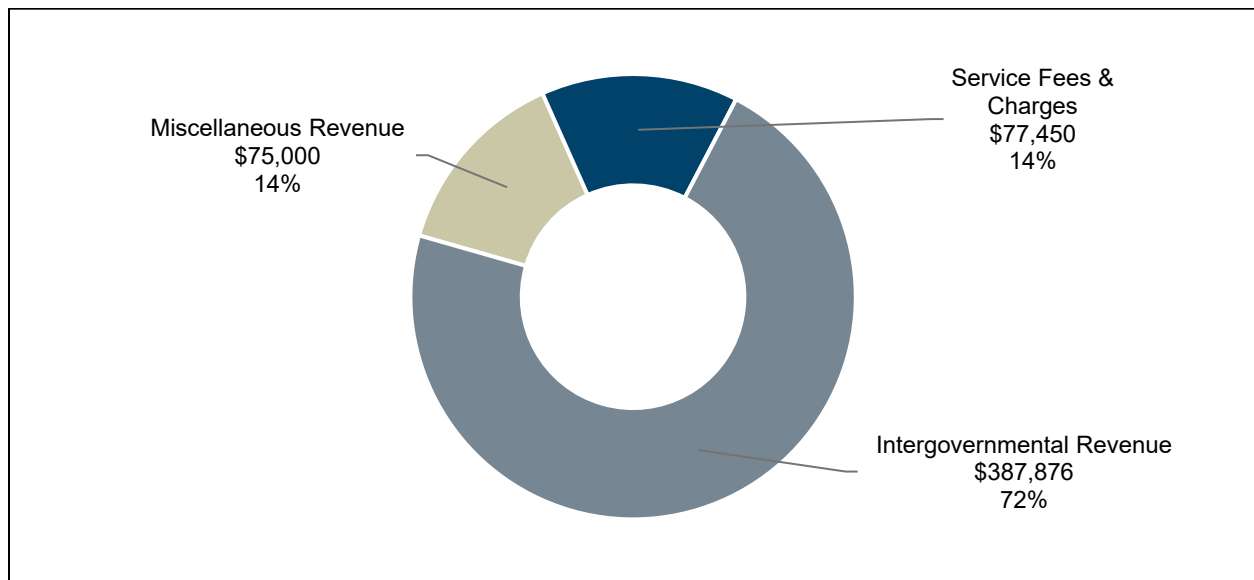
Comparison: 2022 Approved to 2023 Recommended

	2022 Approved	2023 Recommended	Variance	
			\$	%
General Fund	\$573,434	\$540,326	(\$33,108)	-5.8%
Non-General Fund	\$0	\$0	\$0	N/A
Total	\$573,434	\$540,326	(\$33,108)	-5.8%

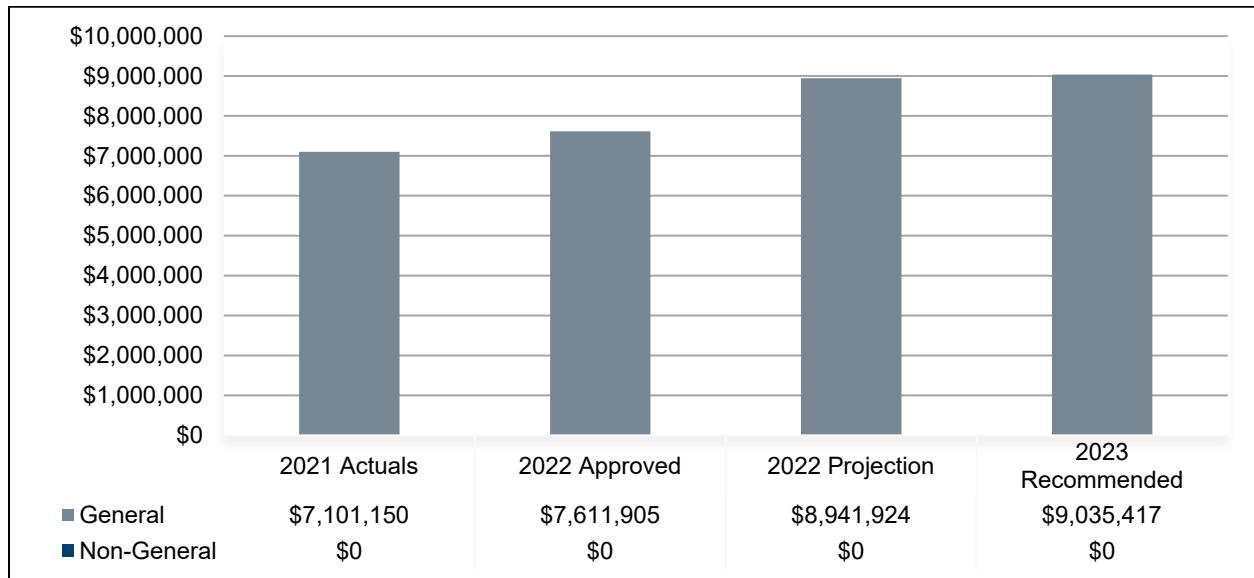
The \$33,108 decrease from the 2022 Approved Budget to the 2023 Recommended Budget is primarily attributed to:

- A decrease in out-of-county autopsies expected in 2023.

**2023 Recommended Budget
Revenues by Category**



Budget Summary – Expenditures



Significant items in the 2023 Recommended Budget

Object Code	Budgeted Amount	% of Budget
PERSONAL SERVICES & FRINGE	\$7,219,006	79.9%
BODY TRANSPORT SERVICES	\$445,000	4.9%
PROFESSIONAL SERVICES-OTHER	\$334,000	3.7%
MEDICAL SUPPLIES	\$320,000	3.5%
IT SOFTWARE SUBSCRIPTION AND MAINTENANCE	\$178,651	2.0%
LAB & TESTING SERVICES	\$118,000	1.3%
PERISHABLE REAGENTS	\$72,000	0.8%
SAFETY & SECURITY SERVICES	\$58,000	0.6%
OUT OF COUNTY TRAVEL EXPENSES	\$36,950	0.4%
MEDICAL/LAB/THERAPEUTIC EQUIP < \$5,000	\$30,000	0.3%
<i>Other</i>	\$223,810	2.5%
Total	\$9,035,417	100.0%

Comparison: 2022 Approved to 2022 Projection

	2022 Approved	2022 Projection	Variance	
			\$	%
General Fund	\$7,611,905	\$8,941,924	\$1,330,019	17.5%
Non-General Fund	\$0	\$0	\$0	N/A
Total	\$7,611,905	\$8,941,924	\$1,330,019	17.5%

The \$1,330,019 increase from the 2022 Approved Budget to the 2022 Projection is primarily attributed to:

- Increased use of locum services, as well as for body transport services.

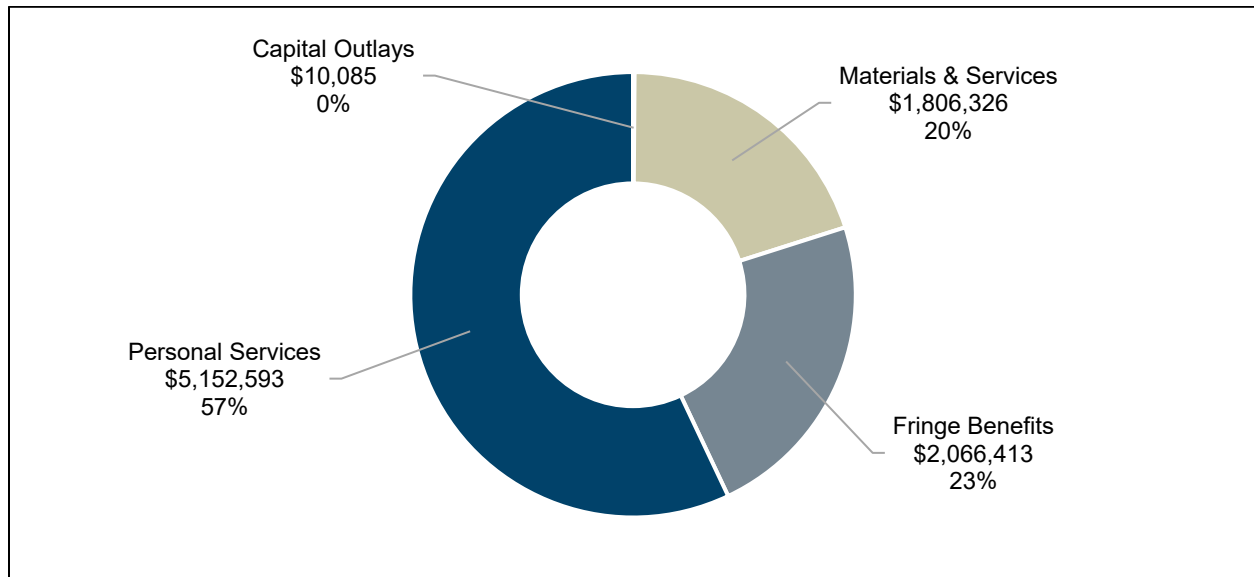
Comparison: 2022 Approved to 2023 Recommended

	2022 Approved	2023 Recommended	Variance	
			\$	%
General Fund	\$7,611,905	\$9,035,417	\$1,423,512	18.7%
Non-General Fund	\$0	\$0	\$0	N/A
Total	\$7,611,905	\$9,035,417	\$1,423,512	18.7%

The \$1,423,512 increase from the 2022 Approved Budget to the 2023 Recommended Budget is primarily attributed to:

- Increased locum services and body transport services, pay adjustments for the recruitment of pathologists and the County Salary Study, and the addition of three Pathologist Assistants and two Morgue Attendants.

**2023 Recommended Budget
Expenditures by Category**



Budget Summary – FTEs

	2022 Budget	2023 Recommended	Recommended Budget as % of Total FTEs
General Fund	55.00	60.00	100.0%
Non-General Fund	0.00	0.00	0.0%
Total Agency FTEs	55.00	60.00	100.0%

The 5.00 FTE increase from the 2022 Budget to the 2023 Recommended Budget is due to a Request for Results (RFR) for three full time Pathologist Assistants, and two full time Morgue Attendants.

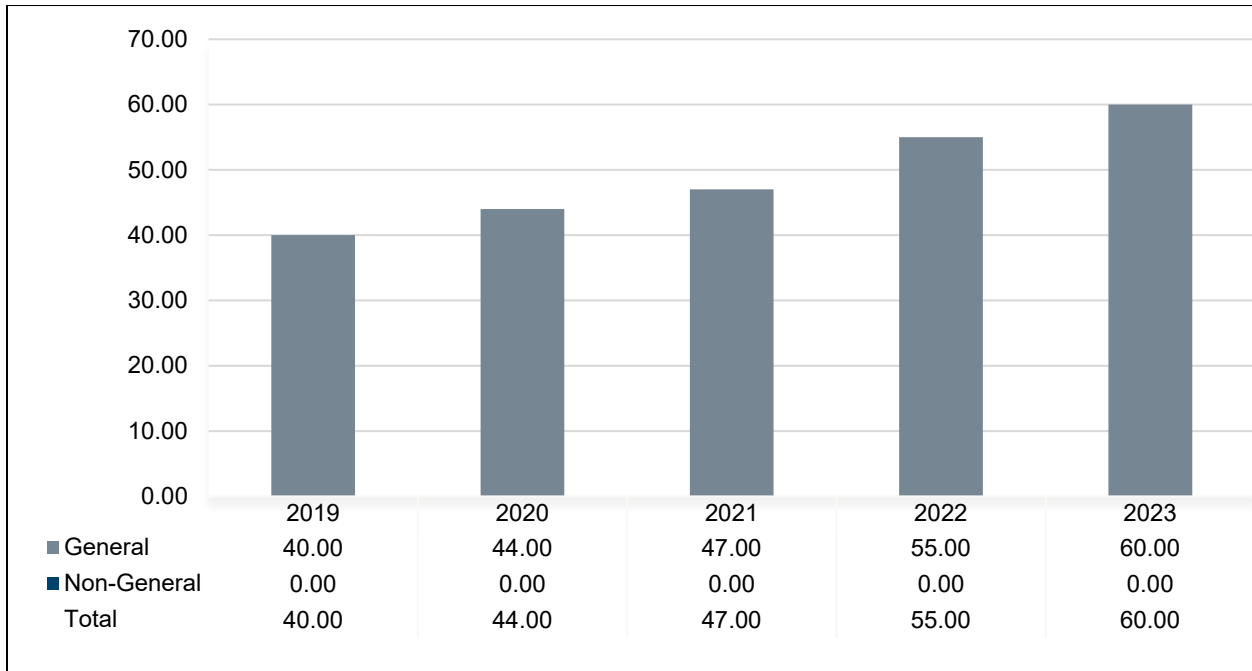
There are seven pathologists budgeted within the Coroner's Office, with six positions currently filled as a result of the hiring of two pathologists in September and one in October.

New Positions

Position Title	# of Positions	Annual Salary	Source
Pathologist Assistant	3	\$90,000	RFR
Morgue Attendant	2	\$40,723	RFR

Details regarding FTEs requested via RFR are available in the Request for Results section.

Budgeted FTE History



Vacancy Credit

The vacancy credit process is designed to more accurately reflect the true expenditures for Personal Services and Fringe Benefits within the agency budget request. The calculations for the budget process begin with funding all approved positions for the entire year. Vacancy credits take into account that not all approved positions will be filled for the entire year. The methodology historically used by OMB to estimate an agency's vacancy credit utilizes a four-year history of unused personnel budgets to estimate an appropriate vacancy credit. However, vacancy credits may vary from the four-year average due to staffing trends or the number of positions supported within a fund.

Salaries & Wages

	2022 Budget	Four-year Average	2023 Recommended	% Point Change to:	
				PY Budget	Average
General Fund	4.4%	8.7%	4.4%	0.0%	-4.3%

The four-year average does not include payments for locum services that are made through payroll on a per-unit basis. The vacancy rate within Salaries & Wages for 2023 is in line with the 2022 Budget.

Fringe Benefits

	2022 Budget	Four-year Average	2023 Recommended	% Point Change to:	
				PY Budget	Average
General Fund	5.9%	9.0%	5.9%	0.0%	-3.1%

The four-year average does not include payments for locum services that are made through payroll on a per-unit basis. The vacancy rate within Fringe Benefits for 2023 is in line with the 2022 Budget.

Request for Results

A Request for Results is a request for additional appropriations to support a new initiative or expand existing services. A Request for Results contains a detailed description of the new initiative, justification for why the increase in appropriations is necessary, and the expected outcomes. In addition to the amount of additional appropriations, a Request for Results should identify any new revenue or savings expected to be achieved from the new initiative. The Office of Management & Budget reviews each Request for Results to determine if adequate justification is provided and sufficient resources are available. The County Administrator makes a recommendation based on this review, with the Board of Commissioners making the final decision on whether the item is included in the budget.

Forensic Science Center – Additional Staffing		
Fund Type	Amount Requested	Amount Recommended
General Fund	\$411,492	\$421,474
Recommended	Request Description The addition of three Pathologist Assistants (annual salary of \$90,000) will help the Pathologists by performing medical examinations, as well as other duties, in order to support the goal of completing pathology cases within 60 calendar days. The Morgue Attendants (annual salary of \$40,723) will assist with the intake and release of bodies and will allow for more efficient and effective scheduling and processing.	
	Recommendation: OMB recommends the addition of these 5 full-time positions. The Pathologist Assistants will increase the number of examinations performed and could lead to less reliance on locums. The Morgue Attendants will work with families and funeral homes to improve the body processing service. The increase from the request is for the Salary Study implementation	

Toxicology

Program Purpose

The purpose of the Toxicology Program is to provide thorough, accurate and timely toxicology testing results. This service is provided for the forensic pathologists of the Franklin County Coroner's Office, as well as regional coroners, law enforcement and public health officials, to assist in the solution or interpretation of toxicology issues. The information can be used to educate the public

Primary Services

- Screen for drugs, confirm and quantified in biological specimens and drug evidence or paraphernalia
- Draft toxicology reports with biological and drug levels; may interpret and provide toxicology opinions and testimony
- Establish chain of custody for specimens and drug evidence or paraphernalia
- Provide toxicology lectures and presentations; attend outside meetings and trainings

Program Budget Overview

	2022 Approved	2023 Recommended	Variance	
			\$	%
Personal Services	\$554,370	\$575,338	\$20,968	3.8%
Fringe Benefits	\$240,036	\$276,331	\$36,295	15.1%
Materials & Services	\$313,500	\$320,326	\$6,826	2.2%
Total Expenditures	\$1,107,906	\$1,171,995	\$64,089	5.8%

Funding Source

- General Fund

Core Principle and Linkage

Provide Community Safety, Security & Effective Justice

The Toxicology Program provides community safety, security, and effective justice by providing forensic results as facts to determine cause and manner of death; as evidence in civil or criminal cases; and as data for public health officials which can be used to educate the community on preventable deaths

Pathology

Program Purpose

The purpose of the Pathology Program is to provide forensic examination services for the county coroners so they can determine the manner and cause of death.

Primary Services

- Perform forensic autopsies, forensic external examinations, and medical chart reviews
- Produce a forensic examination/autopsy report documenting forensic examination findings through dictation, body chart diagrams, and photography
- Collect tissue samples for histologic processing and interpretation including special stains; collect specimens and interpret bacterial cultures and viral polymerase chain reaction (PCR) testing
- Provide expert court testimony and deposition in the field of forensic pathology

Program Budget Overview

	2022	2023	Variance	
	Approved	Recommended	\$	%
Personal Services	\$1,804,417	\$2,429,712	\$625,295	34.7%
Fringe Benefits	\$446,937	\$622,444	\$175,507	39.3%
Materials & Services	\$799,873	\$1,216,127	\$416,254	52.0%
Capital Outlays	\$33,085	\$10,085	(\$23,000)	-69.5%
Total Expenditures	\$3,084,312	\$4,278,368	\$1,194,056	38.7%

Funding Source

- General Fund

Core Principle and Linkage

Provide Community Safety, Security & Effective Justice

The Pathology Program supports public health and the judicial system by determining the cause and manner of death. This information is used to alert and educate the public about potential health issues and causes of preventable deaths. It is also utilized as unbiased forensic information for the judicial system.

Community Relations

Program Purpose

The purpose of the Community Relations Program is to provide information to the public so they can know the services provided by, and the responsibilities of, their elected official's office.

Primary Services

- Attend mandated meetings Sudden Unexplained Infant Death Investigation Subcommittee and Child Fatality Review Boards; other meeting attendance Children's Hospital Trauma Conferences, OSU Trauma Conferences, Drug Overdose Drug Initiative, Domestic Violence Fatality Review, and Suicide Review
- Create Community presentations, Coroner Tours, and Family Relations
- Produce specific community reports, annual report, brochures for families, community hospitals and physicians
- Engage Media Communications Services

Program Budget Overview

	2022 Approved	2023 Recommended	Variance	
			\$	%
Personal Services	\$95,796	\$99,320	\$3,524	3.7%
Fringe Benefits	\$43,740	\$46,586	\$2,846	6.5%
Materials & Services	\$5,000	\$6,000	\$1,000	20.0%
Total Expenditures	\$144,536	\$151,906	\$7,370	5.1%

Funding Source

- General Fund

Core Principle and Linkage

Provide Community Safety, Security & Effective Justice

The Community Relations Program provides community safety, security, and effective justice by serving the community efficiently and respectfully through collaborative efforts with higher learning institutions, media, and law enforcement agencies. Families of decedents will also be served with compassion, respect, and efficiency as they are assisted through the grief process.

Records Management

Program Purpose

The purpose of the Records Management Program is to provide case file management services to staff and the public so they can access data pertaining to the death of an individual or groups of individuals.

Primary Services

- Compile case reports, produce death certificates, respond to public records requests
- Interact with families and public, aid in grief counseling
- Maintain case files and archive files
- Verify data and create statistical reports, provide support supplemental to the Investigations Program

Program Budget Overview

	2022 Approved	2023 Recommended	Variance	
			\$	%
Personal Services	\$596,398	\$547,538	(\$48,860)	-8.2%
Fringe Benefits	\$291,440	\$297,298	\$5,858	2.0%
Materials & Services	\$140,739	\$138,723	(\$2,016)	-1.4%
Total Expenditures	\$1,028,577	\$983,559	(\$45,018)	-4.4%

Funding Source

- General Fund

Core Principle and Linkage

Provide Community Safety, Security & Effective Justice

The Records Management Program strengthen the bond between the public safety offices, courts and the community by meeting the requirements of the Ohio Public Records Law which requires that the office provides for prompt inspection of the records and copies within a responsible amount of time.

Investigations

Program Purpose

The purpose of the Investigation's Program is to provide medicolegal death investigation; information, identification, and notification services to staff members, law enforcement agencies, and families so they can be informed in a timely and accurate manner as obligations to the deceased are fulfilled.

Primary Services

- Perform death investigations with written scene reports, supplemental documentation, photographic scene documentation and evidence collection
- Identify Decedents, search for next of kin and give notifications
- Attain American Board of Medicolegal Death Investigation credential
- Coordinate Intra-agency/interagency investigations

Program Budget Overview

	2022	2023	Variance	
	Approved	Recommended	\$	%
Personal Services	\$778,162	\$789,959	\$11,797	1.5%
Fringe Benefits	\$405,448	\$418,305	\$12,857	3.2%
Materials & Services	\$53,154	\$42,805	(\$10,349)	-19.5%
Total Expenditures	\$1,236,764	\$1,251,069	\$14,305	1.2%

Funding Source

- General Fund

Core Principle and Linkage

Provide Community Safety, Security & Effective Justice

Provide quality customer service to residents through efficient and effective internal services by conducting and producing investigations. Provide efficient and quality centralized services to county agencies and other governmental agencies as our product is a necessary element to their product.

Morgue

Program Purpose

The purpose of the Morgue Program is to provide decedent preparation, secure body storage, and process forensic specimens for the forensic pathologists as well as for toxicology department so that proper examinations and analysis can be performed in a safe and efficient manner while ensuring chain of custody.

Primary Services

- Prepare body for postmortem examination and assist in examination procedures; prepare histology specimens
- Provide forensic photography and positive identification of decedents
- Maintain chain of custody of the body and evidence obtained from the body during the examination
- Provide storage of bodies until arrangements can be made by next of kin; secure storage of property and valuables and ensuring their proper release to family members; facilitate unclaimed body dispositions

Program Budget Overview

	2022 Approved	2023 Recommended	Variance	
			\$	%
Personal Services	\$560,750	\$695,875	\$135,125	24.1%
Fringe Benefits	\$288,614	\$400,828	\$112,214	38.9%
Materials & Services	\$96,842	\$82,345	(\$14,497)	-15.0%
Capital Outlays	\$44,595	\$0	(\$44,595)	-100.0%
Total Expenditures	\$990,801	\$1,179,048	\$188,247	19.0%

Funding Source

- General Fund

Core Principle and Linkage

Provide Community Safety, Security & Effective Justice

The Morgue Program supports Forensic pathology in documentation of injuries, collecting evidence, processing specimens for effective justice. It also helps provide community safety and security to the residents of Franklin County families by helping them navigate through the most difficult time in their life. This is done by guiding and educating the families on the final disposition of their loved ones. Accommodations are made for vulnerable families for their religious beliefs and cultures.

Educational Outreach Program

Program Purpose

The purpose of the Educational Outreach Program is to utilize experiential learning opportunities to educate future medical, legal, and forensic professionals as well as providing professional development opportunities.

Primary Services

- Provide forensic rotations and Fellowships for medical students and physicians
- Oversee internships and shadowing for students in higher educational institutions
- Facilitate observation of autopsies by law enforcement
- Provide seminars and presentations at primary and secondary schools and academies

Program Budget Overview

	2022 Approved	2023 Recommended	Variance	
			\$	%
Personal Services	\$14,596	\$14,851	\$255	1.7%
Fringe Benefits	\$4,413	\$4,621	\$208	4.7%
Total Expenditures	\$19,009	\$19,472	\$463	2.4%

Funding Source

- General Fund

Core Principle and Linkage

Provide Community Safety, Security & Effective Justice

The Educational Outreach Program improves the quality of service delivery of public safety and justice services through commitment to ongoing public training.