

**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 - Coroner Case Completion. To maintain National Association of Medical Examiners (NAME) accreditation, the FCFSC needs to complete cases in a timely manner. It is a high priority of complete pathology cases within 60 calendar days for 90 percent of our cases.

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 office is striving to efficiently complete pathology cases, including through the use of locums (temporary pathologists); the hiring of Pathology Assistants (PAs); and increasing staffing levels of forensic pathologists.

The FCCO will continue to seek both traditional and innovative ways to increase resources to allow us to meet the high standards of NAME. In 2024, we anticipate this will include: (1) the continued use of locums; (2) the continued use of Pathology Assistants; (3) utilization of CT scans to reduce the need for full autopsies; and (4) the development of fellowship programs that can provide an ongoing pipeline of trained pathologists. The FCCO staff continues to make the structural changes necessary 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.

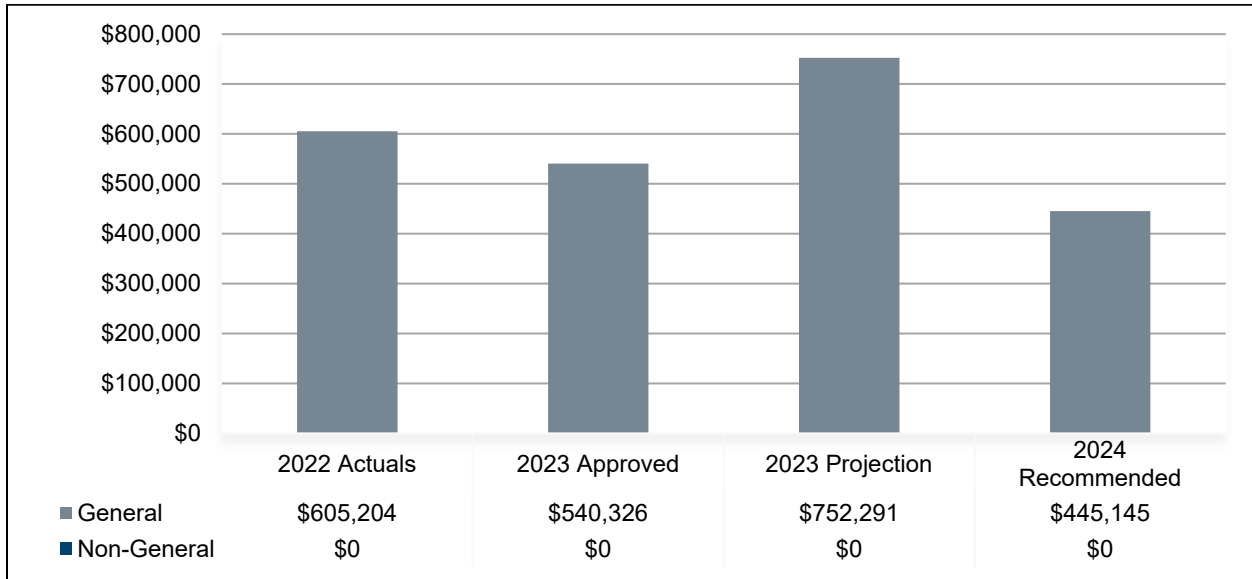
**Performance Spotlight**

**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 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 families and the community.			
2022 Actual	2023 Budget	2023 Projected	2024 Budget
63.0%	51.0%	66.0%	78.0%

**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: 2023 Approved to 2023 Projection**

	2023 Approved	2023 Projection	Variance	
			\$	%
General Fund	\$540,326	\$752,291	\$211,965	39.2%
Non-General Fund	\$0	\$0	\$0	N/A
<b>Total</b>	<b>\$540,326</b>	<b>\$752,291</b>	<b>\$211,965</b>	<b>39.2%</b>

The \$211,965 increase from the 2023 Approved Budget to the 2023 Projection is primarily attributed to:

- A one-time American Rescue Plan Act grant for the purchase of toxicology equipment.

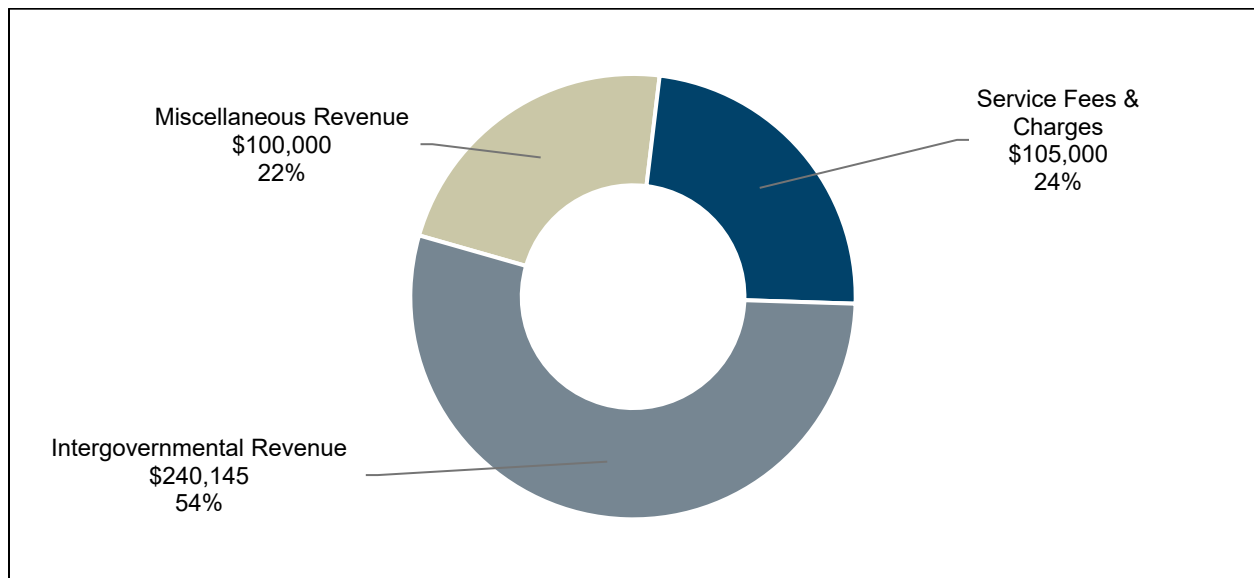
**Comparison: 2023 Approved to 2024 Recommended**

	2023 Approved	2024 Recommended	Variance	
			\$	%
General Fund	\$540,326	\$445,145	(\$95,181)	-17.6%
Non-General Fund	\$0	\$0	\$0	N/A
<b>Total</b>	<b>\$540,326</b>	<b>\$445,145</b>	<b>(\$95,181)</b>	<b>-17.6%</b>

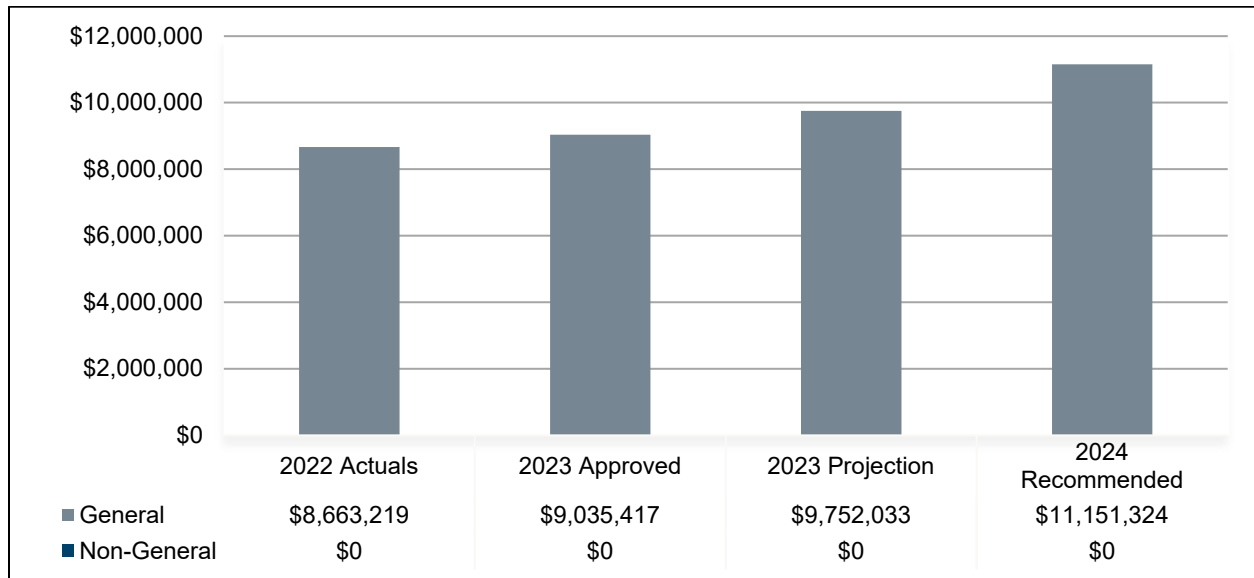
The \$95,181 decrease from the 2023 Approved Budget to the 2024 Recommended Budget is primarily attributed to:

- The expiration of the Overdose to Action Grant. The Coroner's Office has re-applied for the grant in 2024.

**2024 Recommended Budget  
Revenues by Category**



**Budget Summary – Expenditures**



**Significant items in the 2024 Recommended Budget**

Object Code	Budgeted Amount	% of Budget
PERSONAL SERVICES & FRINGE	\$8,580,077	76.9%
PROFESSIONAL SERVICES-OTHER	\$710,300	6.4%
BODY TRANSPORT SERVICES	\$450,000	4.0%
MEDICAL SUPPLIES	\$375,000	3.4%
SAFETY & SECURITY SERVICES	\$269,678	2.4%
IT SOFTWARE SUBSCRIPTION AND MAINTENANCE	\$198,015	1.8%
LAB & TESTING SERVICES	\$128,000	1.1%
PERISHABLE REAGENTS	\$72,000	0.6%
OUT OF COUNTY TRAVEL EXPENSES	\$44,100	0.4%
IT COMPUTER STATIONS	\$37,700	0.3%
<i>Other</i>	\$286,454	2.6%
<b>Total</b>	<b>\$11,151,324</b>	<b>100.0%</b>

**Comparison: 2023 Approved to 2023 Projection**

	<b>2023 Approved</b>	<b>2023 Projection</b>	<b>Variance</b>	
			<b>\$</b>	<b>%</b>
General Fund	\$9,035,417	\$9,752,033	\$716,616	7.9%
Non-General Fund	\$0	\$0	\$0	N/A
<b>Total</b>	<b>\$9,035,417</b>	<b>\$9,752,033</b>	<b>\$716,616</b>	<b>7.9%</b>

The \$716,616 increase from the 2023 Approved Budget to the 2023 Projection is primarily attributed to:

- Use of locum services, and increased security at the Forensic Science Center.

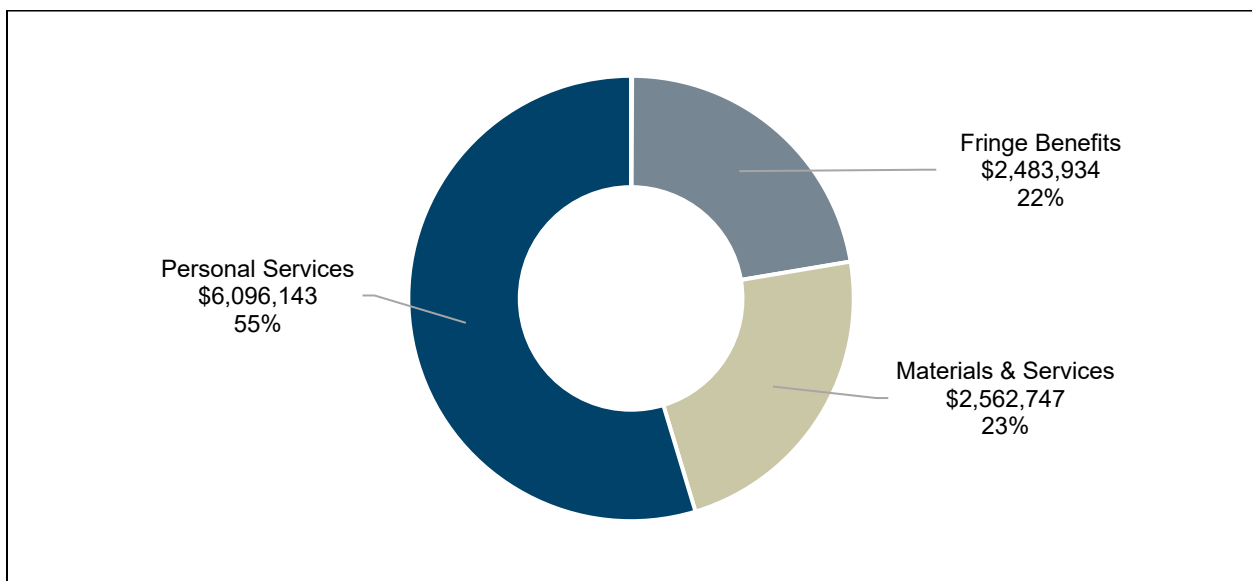
**Comparison: 2023 Approved to 2024 Recommended**

	<b>2023 Approved</b>	<b>2024 Recommended</b>	<b>Variance</b>	
			<b>\$</b>	<b>%</b>
General Fund	\$9,035,417	\$11,151,324	\$2,115,907	23.4%
Non-General Fund	\$0	\$0	\$0	N/A
<b>Total</b>	<b>\$9,035,417</b>	<b>\$11,151,324</b>	<b>\$2,115,907</b>	<b>23.4%</b>

The \$2,115,907 increase from the 2023 Approved Budget to the 2024 Recommended Budget is primarily attributed to:

- Additional staffing, salary increases and associated fringe benefits, locum services, and a full year of increased security at the Forensic Science Center.

**2024 Recommended Budget  
Expenditures by Category**



**Budget Summary – FTEs**

	2023 Budget	2024 Recommended	Recommended Budget as % of Total FTEs
General Fund	60.00	67.00	100.0%
Non-General Fund	0.00	0.00	0.0%
<b>Total Agency FTEs</b>	<b>60.00</b>	<b>67.00</b>	<b>100.0%</b>

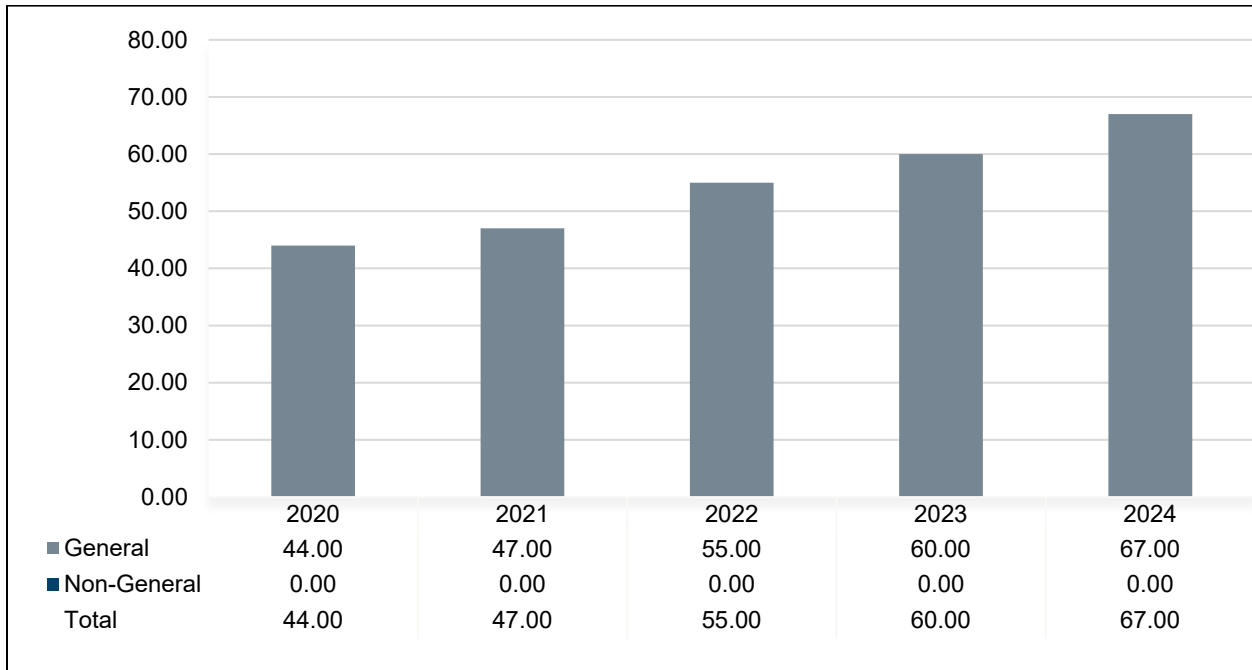
There is an increase of 7.00 FTEs from the 2023 Budget to the 2024 Recommended Budget.

**New Positions**

Position Title	# of Positions	Annual Salary	Source
Investigator	2	\$43,763	RFR
Morgue Technician	2	\$43,763	RFR
Forensic Photographer	1	\$54,496	RFR
Quality Assurance Coordinator	1	\$68,848	RFR
Pathologist	1	\$320,000	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**

	<b>2023 Budget</b>	<b>Four-year Average</b>	<b>2024 Recommended</b>	<b>% Point Change to:</b>	
				<b>PY Budget</b>	<b>Average</b>
General Fund	4.4%	8.7%	5.9%	1.5%	-2.8%

Due to the filling of previously vacant Pathologist positions, as well as other hirings, the 2024 Vacancy Rate is less than the Four-year Average.

**Fringe Benefits**

	<b>2023 Budget</b>	<b>Four-year Average</b>	<b>2024 Recommended</b>	<b>% Point Change to:</b>	
				<b>PY Budget</b>	<b>Average</b>
General Fund	5.9%	14.0%	7.4%	1.5%	-6.6%

Due to the filling of previously vacant Pathologist positions, as well as other hirings, the 2024 Vacancy Rate is less than the Four-Year Average.

**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.

<b>Operations Review Implementation</b>		
<b>Fund Type</b>	<b>New Positions</b>	<b>Amount</b>
General Fund	6.00 FTEs	\$527,762
<p><b>Description:</b> Consistent with recommendations contained in the Board of Commissioners' authorized Operations Review, six full time positions are recommended: two Investigators (annual salary of \$48,763 each), two Morgue Technicians (\$43,763 each), one Forensic Photographer (\$54,496), and one Quality Assurance Coordinator (\$68,848). These positions will improve operations and efficiency in the following service areas: quality assurance, investigations, morgue, and photography.</p>		

<b>New Pathologist</b>		
<b>Fund Type</b>	<b>New Positions</b>	<b>Amount</b>
General Fund	1.00 FTE	\$321,416
<p><b>Description:</b> Consistent with a recommendation contained in the Board of Commissioners' authorized Operations Review, one full-time Pathologist (annual salary of \$320,000) is recommended. This eighth Pathologist will aid in meeting National Association of Medical Examiners certification requirements, and in more effectively serving the public. The cost is partially offset by a \$99,000 decrease due to a reduced need for locum services.</p>		



**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**

	<b>2023 Approved</b>	<b>2024 Recommended</b>	<b>Variance</b>	
			<b>\$</b>	<b>%</b>
Personal Services	\$575,338	\$663,423	\$88,085	15.3%
Fringe Benefits	\$276,331	\$300,269	\$23,938	8.7%
Materials & Services	\$320,326	\$372,447	\$52,121	16.3%
<b>Total Expenditures</b>	<b>\$1,171,995</b>	<b>\$1,336,139</b>	<b>\$164,144</b>	<b>14.0%</b>

**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**

	2023	2024	Variance	
	Approved	Recommended	\$	%
Personal Services	\$2,429,712	\$2,689,745	\$260,033	10.7%
Fringe Benefits	\$622,444	\$683,044	\$60,600	9.7%
Materials & Services	\$1,216,127	\$1,838,287	\$622,160	51.2%
Capital Outlays	\$10,085	\$2,500	(\$7,585)	-75.2%
<b>Total Expenditures</b>	<b>\$4,278,368</b>	<b>\$5,213,576</b>	<b>\$935,208</b>	<b>21.9%</b>

**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.

**Records & Outreach**

**Program Purpose**

The purpose of the Records & Outreach 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, to provide information to the public so they can know the services provided by, and the responsibilities of, their elected official's office, and to utilize experiential learning opportunities to educate future medical, legal, and forensic professionals as well as providing professional development opportunities.

**Primary Services**

- Compile case reports, produce death certificates, respond to public records requests
- 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.
- Provide forensic rotations and fellowships for medical students, physicians, and interns
- Produce specific community reports, an annual report, brochures for families, community hospitals, and physicians

**Program Budget Overview**

	<b>2023 Approved</b>	<b>2024 Recommended</b>	<b>Variance</b>	
			<b>\$</b>	<b>%</b>
Personal Services	\$661,709	\$896,054	\$234,345	35.4%
Fringe Benefits	\$348,505	\$445,389	\$96,884	27.8%
Materials & Services	\$144,723	\$194,006	\$49,283	34.1%
<b>Total Expenditures</b>	<b>\$1,154,937</b>	<b>\$1,535,449</b>	<b>\$380,512</b>	<b>32.9%</b>

**Funding Source**

- General Fund

**Core Principle and Linkage**

**Provide Community Safety, Security & Effective Justice**

The Records & Outreach Program strengthens 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**

	2023	2024	Variance	
	Approved	Recommended	\$	%
Personal Services	\$789,959	\$1,088,639	\$298,680	37.8%
Fringe Benefits	\$418,305	\$603,524	\$185,219	44.3%
Materials & Services	\$42,805	\$50,500	\$7,695	18.0%
<b>Total Expenditures</b>	<b>\$1,251,069</b>	<b>\$1,742,663</b>	<b>\$491,594</b>	<b>39.3%</b>

**Funding Source**

- General Fund

**Core Principle and Linkage**

**Provide Community Safety, Security & Effective Justice**

Provide quality customer service to next-of-kin and residents through efficient and effective internal services by conducting and producing medicolegal death investigations.

**Morgue**

**Program Purpose**

Provide decedent preparation for examination, to secure body storage, and to process forensic specimens for the Forensic Pathologists as well as for the 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**

	<b>2023 Approved</b>	<b>2024 Recommended</b>	<b>Variance</b>	
			<b>\$</b>	<b>%</b>
Personal Services	\$695,875	\$758,282	\$62,407	9.0%
Fringe Benefits	\$400,828	\$451,708	\$50,880	12.7%
Materials & Services	\$82,345	\$107,507	\$25,162	30.6%
Capital Outlays	\$0	\$6,000	\$6,000	N/A
<b>Total Expenditures</b>	<b>\$1,179,048</b>	<b>\$1,323,497</b>	<b>\$144,449</b>	<b>12.3%</b>

**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.