



**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
Capital Expenditures					
Operating Costs		<u>95,000</u>			
External Revenues		<u>(95,000)</u>			
Program Income (County)					
In-Kind Match (County)					
<b>NET FISCAL IMPACT</b>		<u><b>-0-</b></u>			

# ADDITIONAL FTE  
POSITIONS (Cumulative)

Is Item Included In Current Budget? Yes \_\_\_\_\_ No x  
Budget Account No.: Fund 0001 Agency 670 Org. 4100 Object  
Reporting Category

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

The Office of Justice has award the County \$95,000 in grant funds.  
Fund: General Fund  
Unit: Medical Examiner's Office

**C. Departmental Fiscal Review:**

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Development and Control Comments:**

*Atwillwhite 10.29.08*  
*Malk 10.24.08*  
*10/28/08*  
OFMB  
*Cd 10/29/08*  
*A. J. Jones 10/29/08*  
Contract Dev. and Control  
*& Jones 10/29/08*

**B. Legal Sufficiency:**

*[Signature]* *10/30/08*  
Assistant County Attorney

**C. Other Department Review:**

Department Director

REVISED 9/95  
ADM FORM 01  
(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

" ATTACHMENT 1. "

**TECHNICAL IMPROVEMENTS FOR THE  
PALM BEACH COUNTY MEDICAL EXAMINER'S OFFICE**

**ABSTRACT**

Funds requested in the amount of \$95,000 from the Paul Coverdell Forensic Science Improvement Grants Program under the "Technical Improvements for the Palm Beach County Medical Examiner's Office" project, will be used for the conversion of old and outdated medical examiner equipment and technology, in order to successfully improve the quality and timeliness of medical examiner services. Upgrades to the Palm Beach County Medical Examiner's Office are long overdue, and jeopardizes the Office's ability to comply with state law.

Most of the equipment currently being used by the medical examiner physicians, morgue technicians and investigators is old and inferior to the equipment needed to compete with 21st Century challenges and demands in forensic science. Funds will be applied to purchase new digital portable x-ray technology, professional grade digital photography equipment, and allow for the in-house processing of blood and ocular fluid through purchase of analyzers. Training and continuing education are also built into the project to ensure that Medical Examiner physicians, morgue technicians and investigators are kept abreast of best practices, breaking research, and current information in the field of forensic science.

Upgrades to the Medical Examiner's Office are critical to improve the capacity for response as a local, regional and national response team in the event of a natural disaster or incident of national significance with mass fatalities. The new technology will also enable interoperable communications beyond Palm Beach County for the exchange of data.

**PROGRAM NARRATIVE**

Florida Statute 411G and the Practice Guidelines for Florida Medical Examiners mandates that dental x-rays and charting of teeth must be conducted on all unidentified deceased persons within seven days. The Palm Beach County Medical Examiner's Office receives an average of 128 new cases per month, the outdated technology and equipment have made it difficult for the Division to maintain compliance with Florida law. Property tax reform imposed on the county by the Florida Legislature has resulted in a 10% cut to county revenues, and the Medical Examiner's Office over the last year, while their caseload has grown by over 100 cases to date.

Funds requested from the Paul Coverdell Forensic Science Improvement Grants Program under the "Technical Improvements for the Palm Beach County Medical Examiner's Office" project will be used to purchase digital x-ray technology, professional grade digital photography equipment, and blood and ocular fluid analyzers that will significantly improve the efficiency, timeliness and cost effectiveness of the Medical Examiner's Office. The implementation of new technology will empower Medical Examiners with the proper tools to improve timeliness and quality of services. Training and continuing education are also built into the project to ensure that Medical Examiner physicians, morgue technicians and investigators are kept abreast of best practices, breaking research, and current information in the field of forensic science.

Upgrades to the Palm Beach County Medical Examiner's Office are long overdue. Most of the equipment currently being used by the medical examiner physicians and

investigators is old and inferior to the equipment needed to compete with 21<sup>st</sup> Century challenges and demands in forensic science.

### **Background of Palm Beach County**

Palm Beach County is geographically the largest county in the State of Florida and has a population of almost 1,300,000, making it 3<sup>rd</sup> in terms of population. The County's population is seamlessly integrated with Martin County to the north and Broward and Miami-Dade Counties to the south, giving the entire region a total population of nearly 6 million persons. The region shares a dense population that is ethnically, socially, economically, and culturally diverse. There is also a large immigrant population - some legal and some illegal - coming into the region.

The region also shows a higher than national average of violent crime. According to the Florida Department of Law Enforcement (FDLE), violent crime patterns - particularly murder and aggravated assaults - have taken an upward surge since 2005 in Palm Beach County.

Of course, Palm Beach County has also been the site of many high profile natural and terrorist incidents that have required the participation of the Medical Examiner's Office. Palm Beach County has experienced four hurricanes which caused deaths, injuries and millions of dollars in damage since 2000.

**"Epidemic of fear runs through area,"** the Palm Beach Post, October 10th headline, is not a fiction tag line to inspire readership. It is a fact - stranger than fiction - it is reality. In Palm Beach County, as in other parts of the United States, the threat of terrorism on United States soil has warranted the Nation to be proactive in effectively controlling chaos, panic and devastation. The Medical Examiner Office had to consider the unthinkable as it uncovered America's first case of anthrax since 1976, which cost the County more than \$2.3 million. While there appears to have been only a few confirmed anthrax cases in Florida, this apparent terrorist attack could have caused numerous fatalities, such as occurred in New York, Virginia and Pennsylvania on September 11th. If the 9-11 terrorists had carried out what appears to have been a plan to acquire crop-dusters, as documented evidence suggests, and had succeeded in dusting Palm Beach County with a lethal agent, then the Palm Beach County's Medical Examiner Office would have been overwhelmed. While the impacts of these events on the Palm Beach County Medical Examiner's Office to date have been manageable, there is a potential for overwhelming events to happen in the County in the future. For these reasons, the Office must be equipped and trained to handle such challenges and be interoperable with cooperation agencies.

The Medical Examiner's Office of Palm Beach County handles approximately 1544 investigations per year with approximately 103 of them homicides. In the first five months of 2008, there have been 40 murders committed in Palm Beach County.

### **Relativity to national, regional, state and local strategies**

Other priorities of the project include strengthening interoperable communications between local, state and national disaster response teams and the Disaster Mortuary Operational Response Team (DMORT) through improved database interfacing. DMORT is a federal level response team under the arm of the Department of Homeland Security, designed to provide mortuary assistance in the case of a mass fatality incident or cemetery related incident. Once database interface and electronic communications are established, the Palm Beach County Medical Examiner's Office will increase its capacity to respond to and assist DMORT and other agencies in the identification of unidentifiable deceased persons outside of Palm Beach County, and in the event of a mass disaster with multiple fatalities.

Improved technological and communications capabilities of the Palm Beach County Medical Examiner's Office through this project will improve the capacity for response in the event of an incident of national significance, terrorist attack or natural disaster involving mass fatalities. The Medical Examiner's Office would be called upon under these circumstances to provide services and assistance outlined in the National Response Plan, Emergency Support Function #8: Public Health and Medical Services, Mortuary Services. Homeland Security Presidential Directive #8 (HSPD-8) called for the development of the National Preparedness Goal (NPG), which specifically outlined thirty-six (36) Target Capabilities for national disaster and terrorist attack preparedness. The Medical Examiner's Office is an integral resource of the Response Mission Area Target Capability for Fatality Management, and its associated critical tasks. At the state level, project outcomes and increased capacity also support the Florida Domestic Security Strategy, Objective 5.4 to "Establish and maintain specialized teams to perform recovery, identification, and processing of the deceased."

The successful implementation of the "Technology Improvements for the Palm Beach County Medical Examiner's Office" project will directly impact the ability to comply with Florida law, and implement best practices embraced by the Florida Association of Medical Examiners (FAME) and the National Association of Medical Examiners (NAME).

### **Program Need and Implementation Approach**

The "Technical Improvements for Palm Beach County Medical Examiner's Office" project must begin with the conversion of outdated, obsolete equipment to modern, state-of-the art technology in order for it to be successful. Time savings, efficient use of people power and resources, and technological accuracy as a result of the new technologies are foremost for accomplishing the goals and objectives of this plan. As demonstrated in the discussion to follow, upgrades to the Medical Examiner's Office are important to the effectiveness of the office as a local, regional and national response team in the event of a natural disaster or incident of national significance with mass fatalities.

The current dental x-ray technology used by the Palm Beach County Medical Examiner's Office for the forensic identification of human remains is outdated and inefficient. South Florida's vulnerability to natural disaster and/or incidents of national significance places an even greater burden on the Medical Examiner's Office in Palm Beach County. In the event of a mass disaster involving a large number of fatalities, victim identification becomes a priority and must be accomplished quickly. Under the current system, hundreds-perhaps thousands - of postmortem and antemortem radiographs would have to be compared by the Palm Beach County Medical Examiner's Office for dental record identification.

Digital dental images are available within moments. Because images are available for examiners to view immediately, inferior or poorly exposed images can be retaken quickly. Digital images can be magnified or adjusted for brightness and contrast, and are stored electronically for future reference and comparison. The Disaster Mortuary Operational Response Team (DMORT) also uses systems that are compatible with the proposed Nomad portable x-ray system, which would permit interoperable communications between Palm Beach County and other local, state and national disaster teams, to help identify mass disaster victims in a more efficient, timely manner. The mobility of a digital radiography system will allow medical examiners to perform forensic dental identifications in the field and on-site, which could be critical in a natural or man-made disaster incident with major fatalities.

Also proposed in the "Technical Improvements for Palm Beach County Medical Examiner's Office" project, is a request for grant funds to purchase new professional grade digital photography equipment to replace the hobbyist grade digital cameras now used in daily morgue operations, pathology, and investigation of scenes. Current cameras do not stand up to the challenging environmental conditions in Florida including rain, wind, heat, and humidity. Additionally, current cameras do not take photographs with enough contrast, detail, or accuracy as is required for documentation and use as evidence in prosecutions. Replacing these cameras will improve the quality of medical examiner services in Palm Beach County.

The third component of this project is to institute in-house blood and ocular fluid analysis through the purchase of a NOVA 16 and State Profile Coexaminer. At present, these expensive tests are sent to an outside laboratory for analysis and results are available in several weeks. Having analysis done in house will speed up the determination of cause of death, aiding law enforcement, and improving the timeliness and quality of medical examiner services.

The primary objectives and outcomes anticipated in this project are to 1) improve the quality of medical examiner services, and 2) improve the timeliness of medical examiner services. These objectives can only be accomplished in Palm Beach County with the conversion of old and outdated equipment to modern technology. Technical data collection in the Medical Examiner's Office will show immediate improvement in performance results with the implementation of new systems and equipment. The time saved by using efficient and accurate equipment for identification and the collection of data can be effectively concentrated.

## **Project timeline**

### **Month 1: October 2008**

- Kickoff meeting with Medical Examiner's Office Staff
- Plan performance measure and process for data collection for evaluation
- Setup baseline for data collection
- Establish administration staff responsibilities in project implementation
- Begin process for equipment purchasing

### **Month 2: November 2008**

- Equipment bidding and ordering underway
- All administrative processes are in place for data collection and evaluation

### **Month 3: December 2008**

- Receive and install equipment
- Set up schedule for training on new equipment

### **Month 4: January 2009**

- Training on equipment continues
- All equipment purchases should be complete (MILESTONE)

### **Month 6: March 2009**

- Six month report on project progress is completed

### **Month 7: April 2009**

- Test data interface with local, state and federal Medical Examiners and disaster teams

### **Month 8: May 2009**

- Review database to ensure data collection system is effective
- CEU and workshops are planned

### **Month 9: June 2009**

- Nine month review is completed
- Division continues to work with data interface connections

### **Month 10: July 2009**

- Meeting set for review of progress
- Project sustainability is planned

### **Month 11: August 2009**

- Evaluation data is tested and readiness for year-end reporting
- First year of project completed (MILESTONE)
- Final reports are prepared.

**Objectives, Expected Results and Outcomes**

<b>Objective</b>	<b>Input</b>	<b>Outcome Measure</b>	<b>Output Measure</b>
<p><b>To improve the quality of medical examiner services</b></p>	<ol style="list-style-type: none"> <li>1. Current average number of days to deliver test results to requesting office or agency</li> <li>2. Current number of medical examiner physicians trained in digital forensic technology at the beginning of the project</li> </ol>	<ol style="list-style-type: none"> <li>1. Average number of days to deliver test results after the implementation of the project</li> <li>2. Number of medical examiner physicians trained in digital forensic technology at the end of the project</li> </ol>	<ol style="list-style-type: none"> <li>1. The % of improvement in the number of days to deliver test results</li> <li>2. The % of change in the number of physicians trained in digital forensic technology.</li> </ol>
<p><b>To improve the timeliness of medical examiner services</b></p>	<ol style="list-style-type: none"> <li>1. The amount of time required to conduct dental x-ray forensic identification with hobbyist grade digital technology at the beginning of the project.</li> <li>2. The amount of time required to photograph and process slides or photos taken for daily mortuary, pathology or investigative scene using hobbyist grade cameras</li> </ol>	<ol style="list-style-type: none"> <li>1. The amount of time required to conduct dental x-ray forensic identification with professional grade digital technology at the beginning of the project.</li> <li>2. The amount of time required to photograph and process slides or photos taken for daily mortuary, pathology or investigative scene using professional grade digital technology.</li> </ol>	<ol style="list-style-type: none"> <li>1. The amount of time saved using digital technology for dental forensic identification</li> <li>2. The amount of time saved using digital cameras for daily mortuary, pathology or investigative scene using professional grade digital technology.</li> </ol>
<p><b>To improve interoperable communications between disaster response agencies at the local, state and federal levels</b></p>	<ol style="list-style-type: none"> <li>1. The amount of data interface for exchange of forensic information at the beginning of the project</li> </ol>	<ol style="list-style-type: none"> <li>1. The amount of data interface for exchange of forensic information at the end of the project</li> </ol>	<ol style="list-style-type: none"> <li>1. The % change in the amount of data interface for the exchange of forensic information</li> </ol>



## **Evaluation and Performance**

Evaluation processes will begin with the initial implementation of the project with predetermined data collection procedures and defined outcomes and performance measures. Instruments used to measure data are as indicated below. Once new equipment is installed, staff is trained on the equipment, and is ready for use, monthly and quarterly reports will be issued to show efficiencies and measure performance.

- Recorded number of unidentified deceased persons cases that are identified throughout the duration of the project.
- Recorded number of days from start to finish at the start of the project under current technology to produce a determination in current autopsy cases.
- Recorded number of days from start to finish throughout the duration of the project to produce a determination in current autopsy cases.

In support of the Medical Examiner's Office, Palm Beach County has both internal and external resources for monitoring progress of all activities and processes. The Palm Beach County Sheriff's Office and the State Attorney's Office (15<sup>th</sup> Judicial Circuit) are independent agencies with external investigation capabilities if needed. In addition, the County also has an independent Internal Auditor that reports directly to the Palm Beach County Board of Commissioners that can conduct independent external investigations should there be any allegations of serious negligence or misconduct in the Division.

The project will be fiscally administered and managed by the Palm Beach County Office of Management and Budget and the Medical Examiner's Office will assume complete responsibility for grant period reporting and compliance.

## **Budget Narrative**

### **a. Personnel**

All wages associated with the physician, morgue technician and investigators training on new equipment for the Technical Improvements for Palm Beach County Medical Examiner's Office project (digital dental X-ray system, digital photography equipment and blood and ocular fluid analyzers), will be absorbed by the Palm Beach County Medical Examiners Division.

### **b. Fringe Benefits**

Fringe benefits on any wages spent for this project will be the responsibility of the Palm Beach County Medical Examiner's Office. Fringe benefits include: employer liability taxes, Social Security, Medicare, worker's compensation, insurance and pension.

### **c. Travel**

All travel expenses incurred by physicians and investigators associated with the project implementation and related training on equipment, and Continuing Education Units will be the responsibility of the Palm Beach County Medical Examiner's Office.

### **d. Equipment**

Nomad Portable Hand-held X-ray Unit— the \$6442 request is for a hand-held, complete digital radiography and imaging system for dental identification with scanner and x-ray units. The system will replace the current outdates wall mounted x-ray unit. The price total includes two rechargeable battery packs, backscatter shield, battery charger and transport case. The Nomad is easier to use than the current wall mounted unit and safer because it uses less radiation. The Nomad is already being used by the Florida (FEMORS) and Federal (DMORT) mass disaster teams. Combined with Palm Beach County's existing computer system, the Nomad will facilitate interoperability with FEMORS and DMORT when unknown bodies need to be positively identified. The equipment will be used in the identification of current intake and backlogged unidentified deceased persons as mandated by Florida Statute 41IG and the Practice Guidelines.

Digital Photographic Equipment for Daily Morgue Operations and Pathology/Investigation Scene - the total request (\$60,067.52) for digital photography equipment will be used to replace the hobbyist grade digital cameras that are currently used for daily morgue operations, and at pathology/investigation scenes. The cameras currently being used can not stand up to the harsh conditions and produce professional results in medicolegal death investigations. The environmental conditions at Florida crime scenes can be extreme: heat, rain, wind, and humidity. The digital cameras currently in use are hobbyist grade, they are small hand held cameras susceptible to moisture with light sensors too small for needed detail and inadequate flash. The images they produce are of average quality. These images are inadequate for their uses: record and document evidence. The professional grade cameras requested by this proposal will have sealed gaskets to block moisture and rain, and will provide more accurate documentation of evidence.

Blood and Ocular Fluid Analyzers - the total request (\$28490.48) for NOVA 16 and State Profile Coexaminer will enable the Palm Beach Medical Examiner's office to test for electrolytes, glucose, BUN, creatinine, and carboxyhemoglobin. These tests are used to help guide the pathologist in the medical decision making process and determine cause of death. At present, these tests are sent to an outside laboratory for analysis and results are available in several weeks. Having this equipment in-house will improve the timeliness of medical examiner services provided to law enforcement and bereaved families, as well as be more cost effective.

**e. Supplies**

Any supplies or consumables that may be used for the purpose of this project will be paid for by the Palm Beach County Medical Examiner's Office.

**f. Construction**

There are no construction or renovation requests in this project.

**g. Consultants/Contracts**

Training provided on contract by vendors for physicians, morgue technicians and investigators on the equipment purchased with grant funds will be included in and not in addition to the purchase price of the equipment.

**h. Other**

All other expenses incurred in the "Technical Improvements for Palm Beach County Medical Examiner's Office" project will be covered by the Palm Beach County Medical Examiner's Office.

**Total budget for this project: \$95,000**

**Blood and Ocular Fluid Analyzers**

Nova 16 and Stat Profile Co-oximeter

\$28,490.48

**e. Supplies**

No requests

**\$0.00**

**f. Construction**

No requests

**\$0.00**

**g. Consultants/Contracts**

**\$0.00**

1. On-site training for Medical Examiner Office physicians  
on new equipment. @ no charge to M.E.

**h. Other**

No requests

**\$0.00**

**i. Indirect Costs**

**\$0.00**

No requests

## **BUDGET SUMMARY**

<b>a. Personnel</b>	<b>\$0</b>
<b>b. Fringe benefits</b>	<b>\$0</b>
<b>c. Travel</b>	<b>\$0</b>
<b>d. Equipment</b>	<b>\$95,000</b>
<b>e. Supplies</b>	<b>\$0</b>
<b>f. Construction</b>	<b>\$0</b>
<b>g. Consultants/Contracts</b>	<b>\$0</b>
<b>h. Other</b>	<b>\$0</b>
<b>i. Indirect Costs</b>	<b>\$0</b>
 <b>Total Budget Requests:</b>	 <b>\$95,000</b>

## Budget Detail Worksheet and Summary

### BUDGET DETAIL

<b>a. Personnel</b>	<b>\$0.00</b>
No requests	
<b>b. Fringe Benefit</b>	<b>0.00</b>
No requests	
<b>c. Trave</b>	<b>\$0.00</b>
No requests	
<b>d. Equipment</b>	<b>\$95,000</b>
<b>Nomad Portable X-ray</b>	

Package includes two rechargeable battery packs, backscatter shield, battery charger, transport case, and NOMAD x-ray, and shipping \$6442

### Professional Grade Photography Equipment

Photography Equipment for Investigations

	Quantity	Unit Price	Total
D300 Camera Kit	8	2449.95	\$19,599.60
5 Year Accidental Damage Warranty	8	349.99	2799.92
24-85mm Lens	8	564.95	4519.60
72mm Hoya UV	8	15.95	127.60
72mm Hoya HMC Polarizer	8	155.95	1247.60
67mm Hoya UV	8	14.95	119.60
67mm Hoya HMC Polarizer	8	122.95	983.60
SB-800 Flash	16	314.95	5039.20
Zigview	8	399.95	3199.60
D300 Battery	8	39.95	319.60
Zigview Battery	8	21.95	175.60
KATA Cover	8	49.95	399.60
1G Memory Card	32	19.95	638.40
Lens Cleaning Key	8	14.95	119.60
Case	8	99.65	797.20
Shipping			1603.45
<b>TOTAL - Investigations</b>			<b>\$41,689.77</b>

Photography Equipment for Morgue

	Quantity	Unit Price	Total
D300 Camera	4	1799.95	7199.80
5 Year Accidental Damage Warranty	4	279.99	1119.96
24-85mm Lens	4	564.95	2259.80
105 mm Micro Lens	1	881.95	881.95
67mm Hoya UV Filter	4	11.95	47.80
62mm Hoya UV	1	18.95	18.95
R-1 Close-Up Flash	1	389.95	389.95
Zigview	4	399.95	1599.80
W2-4A Transmitter	4	900	3600.00
D300 and W2-4A Battery	6	39.95	239.70
Zigview Battery	2	21.95	43.90
1G Memory Card	12	19.95	239.40
Lens Cleaning Key	2	14.95	29.90
Shipping			706.84
<b>TOTAL - Morgue</b>			<b>18,377.75</b>

TOTAL DIGITAL

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
NATIONAL INSTITUTE OF JUSTICE

**FY 2008 Coverdell Forensic Science Improvement  
Grants Program**

Certification as to Generally Accepted Laboratory  
Practices and Procedures

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice:

Any forensic laboratory system, medical examiner's office, or coroner's office in the State, including any laboratory operated by a unit of local government within the State, that will receive any portion of the grant amount uses generally accepted laboratory practices and procedures, established by accrediting organizations or appropriate certifying bodies.

I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to the National Institute of Justice).

*Michael Bell*

Signature of Certifying Official

*Michael Bell*

Printed Name of Certifying Official

*Chief Medical Examiner*

Title of Certifying Official

*Palm Beach County Board of County Commissioners, Medical Examiner Office*

Name of Applicant Agency  
(Including Name of State or Unit of Local Government)

*5/27/08*

Date

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
NATIONAL INSTITUTE OF JUSTICE

**FY 2008 Coverdell Forensic Science Improvement  
Grants Program**

Certification as to Plan for Forensic Science Laboratories—  
Application from a Unit of Local Government

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice:

This unit of local government has developed a plan for forensic science laboratories under a program intended to improve the quality and timeliness of forensic science or medical examiner services provided by the laboratories operated by the applicant unit of local government and any other government-operated laboratories within the State that will receive a portion of the grant amount.

I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to the National Institute of Justice).

*Michael Bell*

Signature of Certifying Official

*Michael Bell*

Printed Name of Certifying Official

*Chief Medical Examiner*

Title of Certifying Official

*Palm Beach County Board of County Commissioners, Medical Examiner Office*

Name of Applicant Agency  
(Including Name of Unit of Local Government)

*5/27/08*

Date



U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
NATIONAL INSTITUTE OF JUSTICE

FY 2008 Coverdell Forensic Science Improvement  
Grants Program

Certification as to Plan for Forensic Science Laboratories—  
Application from a State

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice:

The State has developed a plan for forensic science laboratories under a program intended to improve the quality and timeliness of forensic science or medical examiner services in the State, including such services provided by the laboratories operated by the State and those operated by units of local government within the State.

I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to the National Institute of Justice).

*Michael Bell*

Signature of Certifying Official

*Michael Bell*

Printed Name of Certifying Official

*Chief Medical Examiner*

Title of Certifying Official

*Palm Beach County Board of County Commissioners, Medical Examiner Office*

Name of Applicant Agency (Including Name of State)

*5/27/08*

Date

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
NATIONAL INSTITUTE OF JUSTICE

FY 2008 Coverdell Forensic Science Improvement  
Grants Program

Certification as to External Investigations

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice:

A government entity exists and an appropriate process is in place to conduct independent external investigations into allegations of serious negligence or misconduct substantially affecting the integrity of the forensic results committed by employees or contractors of any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility in the State that will receive a portion of the grant amount.

I personally read and reviewed the section entitled "Eligibility" in the FY 2008 program announcement for the Coverdell Forensic Science Improvement Grants Program. I acknowledge that a false statement in this certification or in the grant application that it supports may be subject to criminal prosecution, including under 18 U.S.C. § 1001.

I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to the National Institute of Justice).

*Michael Bell*

Signature of Certifying Official

*Michael Bell*

Printed Name of Certifying Official

*Chief Medical Examiner*

Title of Certifying Official

*Palm Beach County Board of County Commissioners, Medical Examiner Office*

Name of Applicant Agency  
(Including Name of State or Unit of Local Government)

*5/27/08*

Date

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
NATIONAL INSTITUTE OF JUSTICE

**FY 2008 Coverdell Forensic Science Improvement  
Grants Program**

Certification as to Use of Funds for New Facilities

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice:

The amount of the grant (if any) used for the costs of any new facility or facilities to be constructed as part of a program to improve the quality and timeliness of forensic science and medical examiner services will not exceed the limitations set forth at 42 U.S.C. § 3797m(c) and summarized in the FY 2008 Coverdell Forensic Science Improvement Grants program announcement.

I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to the National Institute of Justice).

*Michael Bell*

Signature of Certifying Official

*Michael Bell*

Printed Name of Certifying Official

*Chief Medical Examiner*

Title of Certifying Official

*Palm Beach County Board of County Commissioners, Medical Examiner Office*

Name of Applicant Agency

(Including Name of State or Unit of Local Government)

*5/27/08*

Date

**FY 2008 Coverdell Forensic Science  
Improvement Grants Program**

**Attachment: External Investigations**

The "Certification as to External Investigations" that is submitted on behalf of the applicant agency as part of this application certifies that-

A government entity exists and an appropriate process is in place to conduct independent external investigations into allegations of serious negligence or misconduct substantially affecting the integrity of the forensic results committed by employees or contractors of any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility that will receive a portion of the grant amount.

Prior to receiving funds, the applicant agency (that is, the agency applying directly to the National Institute of Justice) must provide for each forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility that will receive a portion of the grant amount-the name of the "government entity" (or entities) that form the basis for the certification. Please use the template below to provide this information. (Applicants may adapt this template, if necessary, but should ensure that the adapted document provides all the required information.)

**IMPORTANT NOTE:** If necessary for accuracy, list more than one entity with respect to each intended recipient of a portion of the grant amount. For example, if no single entity has an appropriate process in place with respect to allegations of serious negligence as well as serious misconduct, it will be necessary to list more than one entity. Similarly, if no single entity has an appropriate process in place with respect to allegations concerning contractors as well as employees, it will be necessary to list more than one entity.

Additional guidance regarding the "Certification as to External Investigations" appears in the "Eligibility" section of the program announcement for the FY 2008 Coverdell program.

**Name of Applicant Agency (including Name of State or Unit of Local Government):**  
Palm Beach County Board of County Commissioners, Medical Examiner's Office

Date: May 23, 2008

**Name of any forensic laboratory system,  
medical examiner's office, coroner's office,  
law enforcement storage facility, or medical  
facility that will receive a portion of the grant  
amount**

**Existing government entity (or entities) with  
an appropriate process in place to conduct  
independent external investigations**

1. PBC BCC Medical Examiner's Office

Palm Beach County Sheriff's Office

State Attorney, 15th Judicial Circuit

2. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ATTACHMENT 2.



Department of Justice  
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

September 10, 2008

Dr. Michael Bell  
County of Palm Beach  
301 North Olive Avenue  
West Palm Beach, FL 33401

Dear Dr. Bell:

On behalf of Attorney General Michael B. Mukasey, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the Paul Coverdell National Forensic Sciences Improvement Act Formula Grant Program in the amount of \$95,000 for County of Palm Beach. This funding is for the project titled, "FY2008 Paul Coverdell Forensic Science Improvement Grants Program."

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Alan Spanbauer, Program Manager at (202) 305-2436; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at [ask.ocfo@usdoj.gov](mailto:ask.ocfo@usdoj.gov).

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jeffrey L. Sedgwick".

Jeffrey L. Sedgwick  
Acting Assistant Attorney General

Enclosures

"ATTACHMENT 3"

ACH VENDOR/MISCELLANEOUS PAYMENT  
ENROLLMENT FORM

OMB No. 1510-0056

This form is for Automated Clearing House (ACH) payments with an addendum record that contains payment-related information processed through the Vendor Express Program. Recipients of these payments should bring this information to the attention of their financial institution when presenting this for completion.

PRIVACY ACT STATEMENT

The following information is provided to comply with the Privacy Act of 1974 (P.L. 93-579). All information collected on this form is required under the provisions of 31 U.S.C. 3322 and 31 CFR210. This information will be used by the Treasury Department to transmit payment data, by electric means to vendor's financial institution. Failure to provide the requested information may delay or prevent the receipt of payments through the Automated Clearing House Payment System.


AGENCY INFORMATION

FEDERAL PROGRAM AGENCY Office of Justice Programs		OJP Grant Number/s: <b>2008-CD-BX-0072</b>
AGENCY IDENTIFIER OJP	AGENCY LOCATION CODE (ALC): 15-04-0001	
ADDRESS 810 Seventh Street, NW Attn: Office of the Chief Financial Officer, Control Desk  Washington D.C. 20531		
CONTACT PERSON NAME Office of the Chief Financial Officer, Customer Service Center		TELEPHONE NUMBER (800) 458-0786
ADDITIONAL INFORMATION		

PAYEE/COMPANY INFORMATION

NAME: Palm Beach County Board of County Commissioners		OJP Vendor Number: <b>596000785</b>
ADDRESS: 301 North Olive Avenue - 2nd Floor Finance  West Palm Beach, FL 33401		
CONTACT PERSON NAME: Finance - Angela Sims		TELEPHONE NUMBER: 561-355-3353

FINANCIAL INSTITUTION INFORMATION

NAME: Wachovia	
ADDRESS: 303 Banyan Blvd.  West Palm Beach, FL 33401	
ACH COORDINATOR NAME:	TELEPHONE NUMBER: 561-835-2123
NINE-DIGIT ROUTING TRANSIT NUMBER: 067006432	
DEPOSITOR ACCOUNT TITLE: Board of County Commissioners - Consolidated Account	
DEPOSITOR ACCOUNT NUMBER: 2155001070034	LOCKBOX NUMBER:
TYPE OF ACCOUNT: <input checked="" type="checkbox"/> CHECKING <input type="checkbox"/> SAVINGS <input type="checkbox"/> LOCKBOX	
SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL: (Could be the same as ACH Coordinator) 	TELEPHONE NUMBER: (561) 838-5210

NSN 7540-01-274-9925

388110

SF3881 (Rev. 1290)  
Prescribed by Department of  
Treasury

AGENCY COPY

2009 - 0202

BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT

Fund 0001 GENERAL FUND

ACCOUNT NAME AND NUMBER	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 10/2/08	REMAINING BALANCE
<b>Revenues</b>							
670-4101      3129 - Federal Grant Other Public Safety	0	0	95,000	0	95,000		
<b>TOTAL RECEIPTS &amp; BALANCES</b>	982,828,890	982,828,890	95,000	0	982,923,890		
<b>Expenditures</b>							
670-4101      5111 - Office Furniture & Equipment			33,268		33,268		
670-4101      6401 - Capital Equipment	0	0	61,732	0	61,732	0	0
<b>TOTAL APPROPRIATIONS &amp; EXPENDITURES</b>	982,828,890	982,828,890	95,000	0	982,923,890		

10-27-08  
 [Signature]  
 10/28/08  
 MEDICAL EXAMINER'S OFFICE  
 INITIATING DEPARTMENT/DIVISION  
 Administration/Budget Department Approval  
 OFMB Department - Posted

Signatures & Dates  
 [Signature] 10/15/08  
 [Signature] 10-29-08

BY BOARD OF COUNTY COMMISSIONERS  
 AT MEETING OF  
 Deputy Clerk to the  
 Board of County Commissioners

ATTACHMENT 4