

# Medical Examiner

Al Klimek – Medical Examiner  
(920) 448-4185

## MISSION

The purpose of the Brown County Medical Examiner is to investigate all deaths which are considered suicidal, accidental, homicidal, unexplained, unusual, suspicious; where a physician is not available or will not sign a death certificate; and where cremation is to be the final disposition of the decedent. Disinterment of a decedent for any reason must also be authorized by the Medical Examiner's Office. All death certificates issued in Brown County are screened by the Medical Examiner's office for compliance with final disposition and proper and accepted cause and manner of death.

## PROGRAM DESCRIPTION

The Medical Examiner's Office is responsible for investigating deaths and authorizing cremations and disinterments. As part of a multidisciplinary team (including law enforcement agencies and the District Attorney's Office), the office investigates and, if necessary, prosecutes cases in which death is suicidal, accidental, homicidal, unexplained, unusual, suspicious, sudden or where a physician cannot or will not sign a death certificate. In these cases, the decedent is under the sole jurisdiction of the Medical Examiner, who carries out all procedures necessary, at the scene of death and thereafter, to maintain evidence about the decedent. The Medical Examiner's records and reports are submitted to the District Attorney for prosecution if appropriate. The Medical Examiner, and experts working for the Medical Examiner, testifies in court if necessary. All cremations and disinterments require the authorization of the office. In the case of cremation, this disposition may not be allowed if investigation finds the manner of death to be undetermined or a homicide. In the case of disinterment, legality of the request must be ascertained prior to authorization.

Brown County has also collaborated with Door and Oconto Counties by creating a regional Medical Examiner Office. By contractual agreement, Brown County administrates the Office of the Medical Examiner for each of the counties providing oversight for staff, medicolegal decisions and finances. Revenue generated by these agreements directly offsets the need for additional tax levy in Brown County.

## PERFORMANCE MEASURES

	2008 Actual	2009 Estimate	2009 Budget	2010 Budget	Budget Change
Percentage of Death Certificates Signed within 5 to 6 Business Days	100%	100%	100%	100%	0.00%
Percentage of Death Certificates Signed per Reported Death	99%	99%	99%	100%	1.01%
Percentage of Autopsies Completed within 48 Hours	100%	100%	100%	100%	0.00%
Number of Investigation Reports Completed Within 45 Days	95%	95%	95%	95%	0.00%

**FINANCIAL SUMMARY**

	2008 Actual	2009 Estimated	2009		Change from 2009	
			Amended Budget	2010 Budget	Amended Budget \$	%
Intergov. Revenue	277,924	51,502	282,667	60,153	(222,514)	-78.72%
Public Charges	-	191,652	-	223,717	223,717	0.00%
Other Financing Sources	1,571	-	-	-	-	0.00%
<b>Total Revenues</b>	<b>279,495</b>	<b>243,154</b>	<b>282,667</b>	<b>283,870</b>	<b>1,203</b>	<b>0.43%</b>
Personnel Costs	305,346	295,962	338,695	340,995	2,300	0.68%
Operating Expenses	172,793	194,251	209,693	206,875	(2,818)	-1.34%
Interdept. Charges	26,688	57,229	57,229	59,410	2,181	3.81%
<b>Total Expenses</b>	<b>504,828</b>	<b>547,442</b>	<b>605,617</b>	<b>607,280</b>	<b>1,663</b>	<b>0.27%</b>
Property Taxes	288,984	304,288	322,950	323,410	460	0.14%
Addition to (Use of) Fund Balance	63,651	-	-	-	-	-

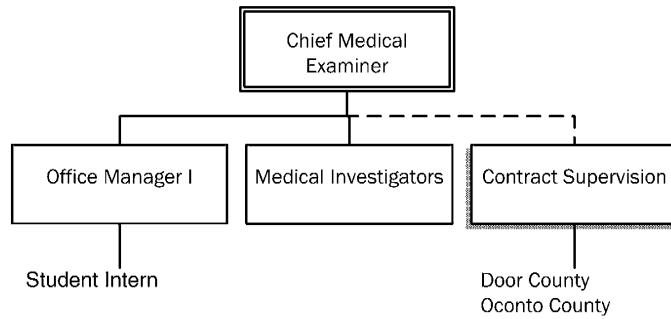
**SUMMARY HIGHLIGHTS**

Intergovernmental revenue decreased and public charges increased to reflect the re-allocation of autopsies, cremation and death certificates and other public service revenue to the correct public charges accounts.

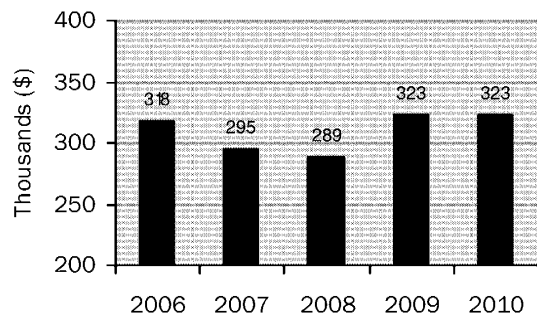
Personnel costs increased slightly due to cost-of-living wage increases and associated fringe benefits for existing staff; however, this increase was mostly offset as a result of adjustments to the health insurance plan which reduced costs for 2010. Operating expenses decreased mainly due to a slight reduction in the need for autopsies as the ability to obtain necessary information by other means increases. Interdepartmental charges increased mostly to reflect a more indepth allocation process for indirect costs.

**STAFFING SUMMARY**

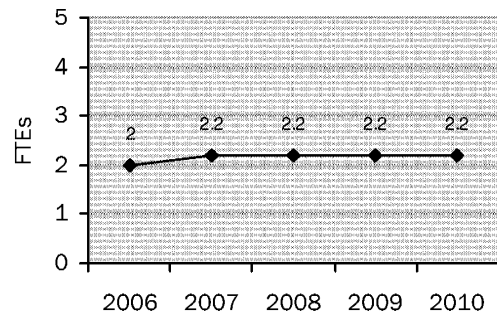
Position	FTE	Unit Rate	Budget Hours	Base	Longevity	Cost
Chief Medical Examiner	1.00	33.32	2,080	69,304	0	69,304
Office Manager I	1.00	18.35	2,080	38,158	0	38,158
Co-op Student/Student Intern	0.20	8.25	416	3,432	0	3,432
M.E. Investigator				151,484		151,484
	<b>2.20</b>		<b>4,576</b>	<b>262,378</b>	<b>0</b>	<b>262,378</b>
				Salary Adjustment		0
				Turnover Reduction		0
				Regular Earnings		262,378
				Premium Overtime		2,776
				Fringe Benefits		75,841
				2010 Total Compensation		<u>340,995</u>



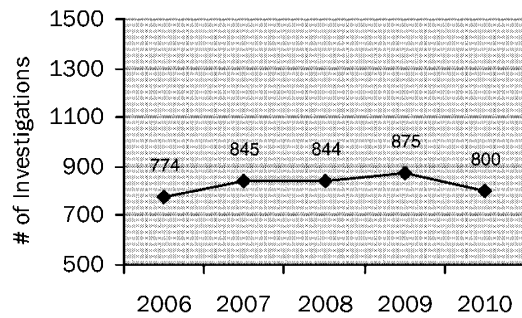
LEVY TRENDS



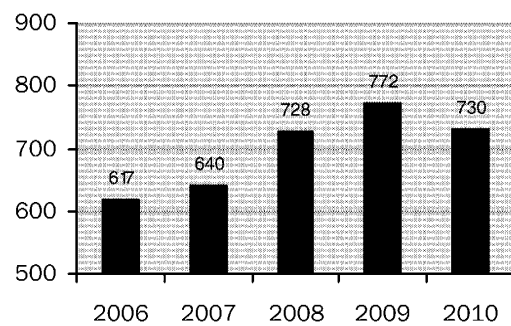
STAFFING TRENDS



DEATH INVESTIGATIONS



CREMATION PERMITS



**MEDICAL EXAMINER 2010 BUDGET**

Account Number	Description	2009			2010 Executive
		2008 Actual Amount	2009 Actual Amount	Estimated Amount	
<b>Fund: 100 - GF</b>					
<b>Revenues</b>					
<b>Department: 014 - Medical Examiner</b>					
<b>Division: 001 - General</b>					
4100	General property taxes	288,984	161,478	304,288	323,410
4600.100	Charges and fees Probate	-	-	-	-
4600.140	Charges and fees Service	-	-	117,722	137,421
4600.141	Charges and fees Autopsy	-	-	73,930	86,296
4700	Intergovt charges	277,924	121,577	51,502	60,153
9000	Carryover	-	-	-	-
9002	Transfer in	1,571	-	-	-
<b>Division Total: 001 - General</b>		<b>568,479</b>	<b>283,055</b>	<b>547,442</b>	<b>605,617</b>
<b>Department Total: 014 - Medical Examiner</b>		<b>568,479</b>	<b>283,055</b>	<b>547,442</b>	<b>607,280</b>
<b>Revenues Total</b>		<b>568,479</b>	<b>283,055</b>	<b>547,442</b>	<b>607,280</b>
<b>Expenditures</b>					
<b>Department: 014 - Medical Examiner</b>					
<b>Division: 001 - General</b>					
5100	Regular earnings	224,410	112,423	224,846	262,378
5102.100	Paid leave earnings Vacation	10,361	1,915	-	-
5103.000	Premium Overtime	342	580	2,000	2,776
5110.100	Fringe benefits FICA	17,754	8,690	69,116	19,409
5110.110	Fringe benefits Unemployment compensation	-	-	-	397
5110.200	Fringe benefits Health insurance	24,867	9,476	-	22,876
5110.210	Fringe benefits Dental Insurance	1,525	757	-	1,639
5110.220	Fringe benefits Life Insurance	91	48	-	98
5110.235	Fringe benefits Disability insurance	1,121	789	-	2,355
5110.240	Fringe benefits Workers compensation insurance	49	79	-	583
5110.300	Fringe benefits Retirement	10,782	5,159	-	12,429
5110.310	Fringe benefits Retirement credit	14,045	6,763	-	16,055
5203.100	Employee allowance Clothing	253	-	2,000	2,000
5300	Supplies	105	70	800	800
5300.001	Supplies Office	995	631	1,000	1,000

Account Number	Description	2009				2010 Executive
		2008 Actual Amount	2009 Actual Amount	Estimated Amount	2009 Amended Budget	
5300.003	Supplies Technology	-	-	-	-	580
5300.004	Supplies Postage	600	323	500	500	500
5303	Copy expense	412	106	350	350	350
5304	Printing	63	55	400	500	500
5305	Dues and memberships	640	740	740	840	840
5307.100	Repairs and maintenance Equipment	133	-	100	200	200
5310	Advertising and public notice	50	-	-	-	-
5330	Books, periodicals, subscription	-	40	105	105	105
5340	Travel	7,591	5,779	8,000	9,000	9,000
5341	Transportation	9,739	3,742	8,000	10,000	9,000
5390	Miscellaneous	1,788	1,331	4,000	4,000	4,000
5395	Equipment - nonoutlay	690	-	-	-	-
5505	Telephone	6,394	3,610	7,000	6,000	7,000
5600	Indirect cost	19,727	9,657	20,940	20,940	24,568
5601.100	Intra-county expense Information services	6,064	15,808	35,551	35,551	34,058
5601.200	Intra-county expense Insurance	897	369	738	738	784
5706	Temporary replacement help	1,146	1,471	3,000	-	3,000
5762	Med exams/autopsies/genetic test	105,270	56,950	120,000	136,100	130,000
5764	Lab services	35,924	16,128	32,256	31,300	32,000
5830	Indigent disposition	1,000	2,994	6,000	6,000	6,000
	<b>Division Total: 001 - General</b>	<b>504,828</b>	<b>266,481</b>	<b>547,442</b>	<b>605,617</b>	<b>607,280</b>
	<b>Department Total: 014 - Medical Examiner Expenditures Total</b>	<b>504,828</b>	<b>266,481</b>	<b>547,442</b>	<b>605,617</b>	<b>607,280</b>
	<b>Fund Revenue Total: 100 - GF</b>	<b>568,479</b>	<b>283,055</b>	<b>547,442</b>	<b>605,617</b>	<b>607,280</b>
	<b>Fund Expenditure Total: 100 - GF</b>	<b>504,828</b>	<b>266,481</b>	<b>547,442</b>	<b>605,617</b>	<b>607,280</b>
	<b>Fund Net Total: 100 - GF</b>	<b>63,651</b>	<b>16,573</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Revenue Grand Totals:</b>	<b>568,479</b>	<b>283,055</b>	<b>547,442</b>	<b>605,617</b>	<b>607,280</b>
	<b>Expenditure Grand Totals:</b>	<b>504,828</b>	<b>266,481</b>	<b>547,442</b>	<b>605,617</b>	<b>607,280</b>
	<b>Net Grand Totals:</b>	<b>63,651</b>	<b>16,573</b>	<b>-</b>	<b>-</b>	<b>-</b>