

ITEM 9



Travis County Commissioners Court Agenda Request

Meeting Date: January 15, 2013

Prepared By/Phone Number: Sarah Scott/854-6885

Elected/Appointed Official/Dept. Head: Danny Hobby

Commissioners Court Sponsor: County Judge Samuel T. Biscoe

AGENDA LANGUAGE:

CONSIDER AND TAKE APPROPRIATE ACTION REGARDING USE OF COUNTY FUNDS TO PAY FOR TRAVEL EXPENDITURES FOR THE RECRUITMENT OF A MEDICAL EXAMINER POSITION WITHIN THE TRAVIS COUNTY MEDICAL EXAMINER'S OFFICE.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

In order to comply with the National Association of Medical Examiners (NAME) annual workload guidelines for medical examiners working in a NAME accredited facility, the Travis County Medical Examiner's Office (TCMEO) requested and received approval in the FY 13 budget process for an additional forensic pathologist position.

A national search was conducted and initial interviews were completed, yielding five finalists. This request, under Budget Rule 14, is to approve funding to reimburse the candidates for their expenses of travel for their interview. These expenses would include eligible reimbursement expenses such as airfare, transportation to and from the airport, transportation to and from TCMEO, and overnight stay at a designated hotel, and the established county per diem of \$46.00 to pay for meals.

TCMEO also seeks approval under Budget Rule 14 to pay reasonable moving expenses for the new medical examiner to move to Austin.

STAFF RECOMMENDATIONS:

TCMEO management staff and Emergency Services recommend approval of this request.

ISSUES AND OPPORTUNITIES:

See attached cover letter.

FISCAL IMPACT AND SOURCE OF FUNDING:

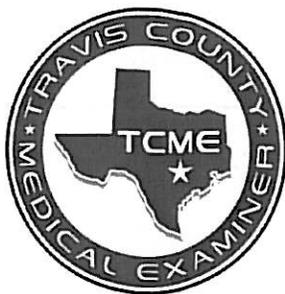
Payment of the reimbursement for the travel expenses of finalists for the medical examiner position and the payment of the reasonable moving expenses of the new medical examiner would come from temporary salary savings created by the salary of the unfilled additional medical examiner in the existing FY 2013 budget of the TCMEO. PBO concurs that funding is available within TCMEO to cover these expenses.

REQUIRED AUTHORIZATIONS:

Daniel Bradford, County Attorney's Office, 854-9513

Katie Peterson, PBO, 854-9346

David Jungerman, Auditor's Office



**TRAVIS COUNTY OFFICE
OF THE MEDICAL EXAMINER**

1213 Sabine Street PO Box 1748 Austin, TX 78767
Tel: (512) 854-9599 Fax: (512) 854-9044
www.co.travis.tx.us/medical_examiner

DAVID DOLINAK, MD
Diplomate of American Board of Pathology
CHIEF MEDICAL EXAMINER

SATISH CHUNDRU, DO
Diplomate of American Board of Pathology
DEPUTY CHIEF MEDICAL EXAMINER

KENDALL CROWNS, MD
Diplomate of American Board of Pathology
DEPUTY MEDICAL EXAMINER

LEISHA WOOD, MD
Diplomate of American Board of Pathology
DEPUTY MEDICAL EXAMINER

VICKIE WILLOUGHBY, DO
Diplomate of American Board of Pathology
DEPUTY MEDICAL EXAMINER

TO: Danny Hobby, County Executive, Emergency Services
FROM: David Dolinak, M.D., Chief Medical Examiner
DATE: January 8, 2013
IN RE: Approval of the Use of County Funds to Pay for Travel
Expenditures for the Recruitment of a Medical Examiner

In the FY 2013 budget, the Planning and Budget Office (PBO) and the Commissioners Court approved funding for an additional forensic pathologist at the Travis County Medical Examiner's Office (TCMEO) in order to comply with the National Association of Medical Examiners (NAME) annual workload guidelines for medical examiners working in a NAME accredited facility.

A national search was conducted and initial interviews done via video conferencing, yielding five finalists. The TCMEO now seeks permission under Budget Rule 14 to approve the use of county funds to reimburse the candidates for their expenses of travel to the TCMEO for their final interview. Candidates have been made aware that eligible reimbursable expenses include economy airfare, transportation to and from the airport, transportation to and from the TCMEO at 1213 Sabine Street, an overnight stay at a designated hotel, and the established county per diem of \$46.00 to pay for meals.

When a final candidate is selected and accepts the TCMEO offer, the TCMEO also seeks approval from the Commissioners Court under Budget Rule 14 to pay reasonable moving expenses for the new medical examiner to move to Austin.

Payment for reimbursement of travel of the final candidates and for the reasonable moving expenses of the new medical examiner will come from salary savings for the budgeted unfilled medical examiner position in the existing FY 2013 budget. A budget adjustment in the appropriate amount will be forthcoming. The PBO concurs that adequate money for this purpose currently exists in the TCMEO FY 2013 budget.

cc: Sarah Scott
Daniel Bradford
Katie Petersen Gipson
David Jungerman