

Board of the Regional Medical Examiner  
Telephone Conference  
Public Access Location - Conference Room Adjacent to the  
St. Charles County Council Chamber  
100 North Third Street St. Charles, Missouri 63301  
September 2, 2021 2:pm

**MINUTES**

Board Members In Attendance:

Steve Ehlmann	County Executive of St. Charles County
Dennis Gannon	County Executive of Jefferson County
Tim Brinker	Presiding Commissioner of Franklin County

Staff In Attendance:

Dr. Mary Case, M.D.	Regional Medical Examiner
Kathleen Hargrave	Director of Operations-Regional Medical Examiner Office
David Courtway	Jefferson County Director of Administration
Joann Leykam	St. Charles County Director of Administration
Robert Schnur	St. Charles County Director of Finance

Public Access Point staffed by staff of the St. Charles County Department of Communications. No public was in attendance.

The Board of the Office of the Regional Medical Examiner convened by telephone conference at 2:00 p.m. The Meeting began with a request for approval or amendment of the minutes of the last meeting. There were no changes requested and all voted in favor.

The next item of business was a report from Robert Schnur, summarizing the 2021 Second Quarter financial report (Exhibit A) to date.

Mr. Schnur then reviewed that Mid-America Transplant's final payment on the current 3 year contract (expiring 12/31/21) had been received in April of 2021. That payment was approximately \$91,000. Mid-America has awarded a new three year grant in accordance with the Regional Medical Office's grant application. That grant award was reviewed, and approval was requested. The Board votes unanimously to accept the new three year grant.

Mr. Schnur suggested that, given the caseloads that the Medical Examiner was about to review and the reduced surplus in two of the three Counties, holding off until the next meeting before moving forward with considering any changes in the financial support by the counties.

The Members of the Regional Board discussed the recommendation and concurred. No motion on changes in the member counties financial support was made.

Ms. Hargrave gave a report on the workload increase to the Death investigators and the office in general. In the First and Second Quarter of 2021 there were 434 Total Reported Death in Franklin County, 714 in Jefferson County and 1183 in St. Charles County. That compared with 429, 660 and 1175, respectively in the same period for 2020 First and Second Quarters. However, Scenes were up by a third, Medical Examiner cases were up from 529 to 572 and exams were up from 298 to 323. A comparison to 2019 shows this is a continuous rate of increase. Ms. Hargrave pointed out that part-time examiners do not do the follow-up, either investigation or paperwork on their cases, and so that work falls to the full-time investigators pick up their cases and take on the other cases. The volume of work is moving toward this no longer being viable as a model and over the next three to four years the office will seek authority to add full time death investigators, including one in 2022. Ms. Hargrave's report is attached.

There being no further questions or business, Presiding Commissioner Brinker moved to adjourn. County Executive Gannon seconded the Motion.

County Executive Gannon – yes

Presiding Commissioner Brinker – yes

County Executive Ehlmann – yes

The Board adjourned at 2:25 p.m.

The reports provided by Mr. Schnur on the 2021 Q2 financials (Exhibit A) are attached, as are Ms. Hargrave's reports (Exhibit B).

**Minutes Approved at the Regional Medical Examiner Board meeting of November 9, 2021.**