



APPROVED
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS
JAN 13 2015 *CS/BS*

AGENDA ITEM

December 12, 2014

TO: Mayor Teresa Jacobs
-AND-
Board of County Commissioners

THRU: Christopher Hunter, M.D., Ph.D., Director
Health Services Department

Handwritten signature of Christopher Hunter in black ink.

FROM: Jan C. Garavaglia, M.D., Manager
Medical Examiner's Office
836-9472

Handwritten signature of Jan C. Garavaglia in black ink.

SUBJECT: FY 2014 Paul Coverdell NFSIA Grant #2014-CD-BX-0054 –
Autopsy Cart and Tray Top for the Medical Examiner's Office
Consent Agenda – January 13, 2015

We have been informed by the Florida Department of Law Enforcement (FDLE), Medical Examiners Commission, that our grant application for the "2014 Paul Coverdell Forensic Sciences Improvement Grant" has been approved by the National Institute of Justice (NIJ) in the amount of \$3,048.

The grant was awarded to pay for one autopsy cart and tray top for the morgue. The additional equipment will allow the office to increase its operational capacity to move decedents throughout the work flow process.

We are requesting approval of the grant award and approval for the Mayor, or her designee, to authorize all future grant modifications for monetary or non-monetary changes.

ACTION REQUESTED: Approval to accept the 2014 Paul Coverdell Forensic Sciences Improvement Grant in the amount of \$3,048 from the Florida Department of Law Enforcement/National Institute of Justice (NIJ) for the grant period October 1, 2014 through September 30, 2015, and approval for the Mayor, or her designee, to sign future amendments to this grant. No county match is required. **(Medical Examiner)**

JCG:sb

Attachments

c: George A. Ralls, M.D., Deputy County Administrator



State of Florida Medical Examiners Commission

P.O. Box 1489 | Tallahassee, FL 32302-1489 | (850) 410-8600

December 12, 2014

MEMORANDUM

TO: Jan C. Garavaglia, M.D.
District Nine Medical Examiner

FROM: Margaret A. Edwards
Staff Director

SUBJECT: 2014 Paul Coverdell Grant Award Notification

I am pleased to inform you that your grant application for the "2014 Paul Coverdell Forensic Sciences Improvement Grant" has been approved by the National Institute of Justice (NIJ) in the amount of \$3,048.

Enclosed you will find a copy of your expenditure list and reimbursement forms. Reimbursement requests for this grant may be submitted on a monthly or quarterly basis. The grant requires a copy of the invoice and check used for payment to be included with the reimbursement form. If there is a problem with obtaining a copy of the check, please provide a copy of the zero-balance invoice and a note that you were not able to obtain a copy of the check. Please return the reimbursement forms and supporting documentation to my office at the address above.

The grant period for this award is October 1, 2014 through September 30, 2015. . Please note that the deadline for submitting reimbursement requests is May 1, 2015. Included in this packet is a timeline, which shows the deadlines associated with the 2014 grant. If you anticipate not being able to complete your purchases prior to April 1, 2015, please let me know as soon as possible so that an extension can be requested.

If you have any questions pertaining to this award, please contact Kipp Heisterman at (850) 410-8608.

MAE/kth

Reimbursement Request

Department of Law Enforcement
Investigation and Forensics Program Area
Lab Services

SUMMARY STATEMENT OF TOTAL PROJECT COSTS

| | |
|--------------------------------------|-----------------|
| Subgrantee: | Fiscal Contact: |
| FEID # | Telephone: |
| Address: | |
| Claim Period: | Claim Number: |
| Category: | Cost: |
| PERSONNEL | |
| FRINGE | |
| TRAVEL | |
| EQUIPMENT | |
| SUPPLIES | |
| CONSULTANTS/CONTRACTS | |
| OTHER | |
| TOTAL REIMBURSEMENT REQUESTED | |

I hereby certify that the above costs are true and valid costs incurred in accordance with the project agreement.

Local Project Director

I hereby certify that the above costs are true and valid costs incurred in accordance with the project agreement and are approved for reimbursement.

David Coffman, Forensic Services Director

Expenditure List
District Nine Medical Examiner Office

Category: Equipment

The District Nine Medical Examiner's Office requests funds to purchase an autopsy cart and tray top. With the cart and tray top, district nine will be able to increase their operational capacity to move decedents throughout the work flow process.

| Quantity | Item | Cost |
|----------|---------------------------|---------|
| 1 | Autopsy cart and tray top | \$3,048 |

Total Award Amount: \$3,048.00