



# Medical Examiner's Office

Chief Medical Examiner  
(920) 448-4185

## MISSION

The mission of the Brown County Medical Examiner's Office is to establish the identity of human remains, to provide accurate certification of the cause and manner of death, and to identify, document, and interpret forensic scientific information for use in the investigation of violent, suspicious, and sudden unexpected deaths and in criminal and civil legal proceedings.

The agency is committed to the dignified and compassionate performance of these duties with impartiality and the highest level of professionalism in the service of the citizens of Brown, Door, and Oconto Counties and their medical and legal communities.

## PROGRAM DESCRIPTION

In 2022, Brown County continues its partnership with the Dane County Medical Examiner's Office to provide administrative and oversight services as well as medical and autopsy services.

The Dane County partnership allows the Brown County Medical Examiner's Office to be led by board-certified forensic pathologists who make all decisions regarding the need for forensic services in every death investigation in the county. Each case is reviewed by a forensic pathologist prior to the release of the decedent.

Ultimately, the Medical Examiner's Office conducts an independent investigation into each death falling under the jurisdiction of the Medical Examiner. The Medical Examiner works with Criminal Justice partners and Public Health partners to facilitate complete and accurate death investigations based in science. The Medical Examiner also provides expert scientific testimony in court when needed, as well as documentation of investigative findings for use.

The Medical Examiner's Office also investigates deaths with a potential risk for public health, such as workplace related fatalities or deaths due to communicable disease that occur outside of a hospital setting, with findings relayed to partners in Occupational Safety, Public Health, and Consumer Products Safety.

The Medical Examiner's Office investigates and certifies cases in which the individual dies while not under the care of a physician, or in cases where a physician cannot or will not sign a death certificate. In this, the Medical Examiner's Office serves as the physician of the public. The Medical Examiners and the Medicolegal Investigators interact closely with surviving family members to provide a respectful and compassionate service.

The Medical Examiner is responsible for the review of all deaths where cremation is chosen as the form of final disposition. The Medical Examiner's Office also issues disinterment permits in cases where a decedent is to be exhumed and cremated or moved to a different place of internment.

The Brown County Medical Examiner, partnered with the Dane County Medical Examiner's Office, also provides similar oversight, administration, and autopsy services to the counties of Door and Oconto. These partnerships generate revenue for Brown County.

## INITIATIVES

**New Facility** – The Medical Examiner's Office will complete the transfer of operations from the Law Enforcement Center and Duck Creek Morgue Facility to the newly constructed Medical Examiner's Office.

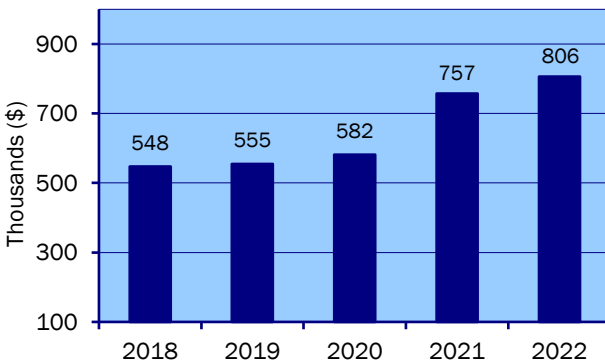
**FINANCIAL SUMMARY**

	2020 Actual	2021 Estimated	2021		Change from 2021	
			Amended Budget	2022 Budget	Amended Budget \$	%
Intergov. Revenue	329,681	326,563	334,063	339,750	5,687	2%
Public Charges	614,824	513,310	508,867	568,927	60,060	12%
Other Financing Sources	4,918	47,867	47,867	-	(47,867)	-100%
<b>Total Revenues</b>	<b>949,423</b>	<b>887,740</b>	<b>890,797</b>	<b>908,677</b>	<b>17,880</b>	<b>2%</b>
Personnel Costs	447,713	491,769	607,419	590,679	(16,740)	-3%
Operating Expenses	1,007,044	1,039,556	1,040,528	1,124,125	83,597	8%
<b>Total Expenses</b>	<b>1,454,757</b>	<b>1,531,325</b>	<b>1,647,947</b>	<b>1,714,804</b>	<b>66,857</b>	<b>4%</b>
Property Taxes	581,744	757,150	757,150	806,127	48,977	6%
<b>Net Total Activity</b>	<b>76,409</b>	<b>113,565</b>	<b>-</b>	<b>-</b>		

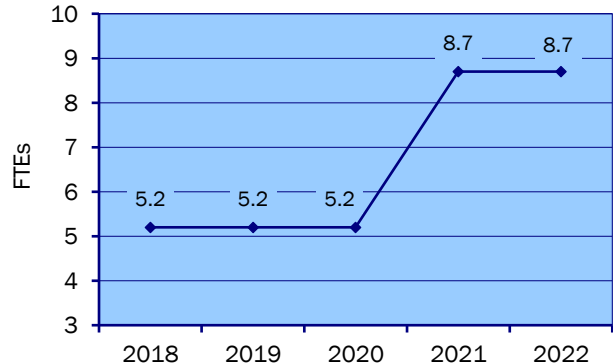
**SUMMARY HIGHLIGHTS**

- **Public Charges** – Increase is a direct result of the CPI increase for cremation permits coupled with an expected increase in paid permits by 14% over 2021.
- **Other Financing Sources** – Decrease is due to a carryover in 2021 as well as the wage increase transfer for 2021, neither of which are currently budgeted in 2022.
- **Operating Expenses** – Increase over 2021 amended budget mainly relates to an increase in the Intergovernmental Agreement as well as Brown County chargebacks for insurance and IT.

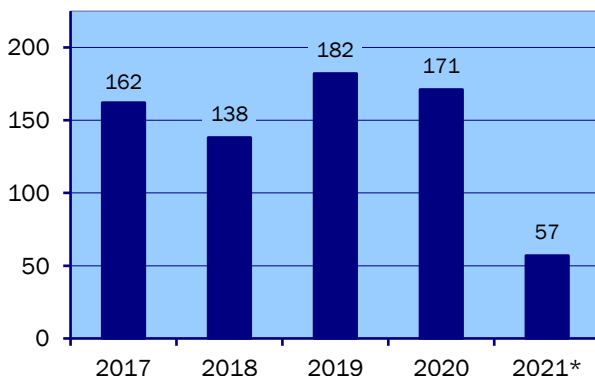
**PROPERTY TAX TRENDS**



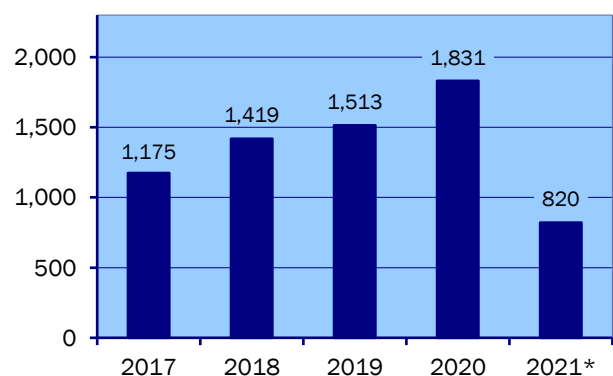
**STAFFING TRENDS**



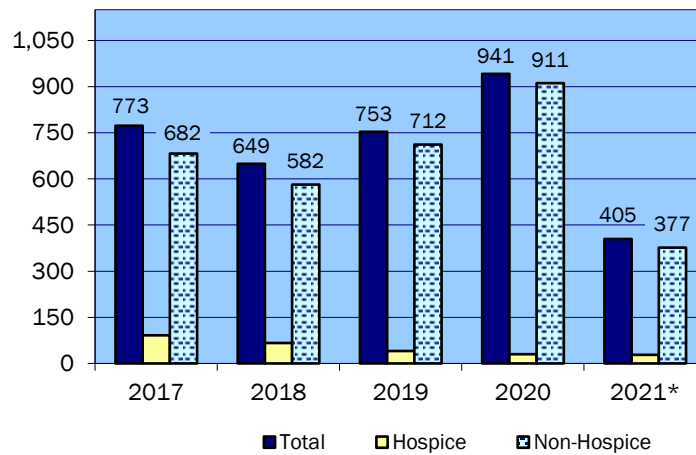
**BROWN COUNTY AUTOPSIES**



**CREMATION PERMITS**



### DEATH INVESTIGATIONS

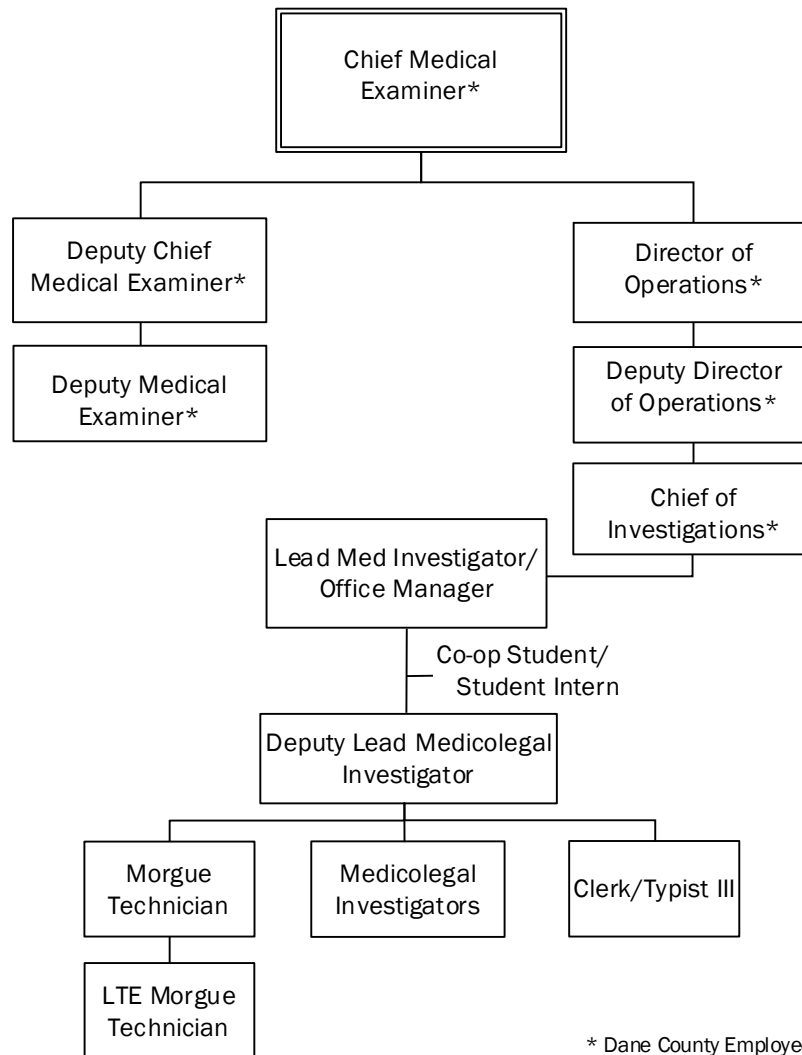


\*2021 Figures are as of July 2021.

### STAFFING SUMMARY

Position	FTE	Unit Rate	Budget Hours	Cost
Lead Med Investig/Office Manager	1.00	28.78	2,080	59,862
Deputy Lead Medicolegal Invest.	1.00	26.32	2,080	54,746
Medicolegal Investigator	3.00	24.19	6,240	150,945
Morgue Technician	1.00	24.19	2,080	50,315
LTE Morgue Technician	0.50	23.82	1,040	24,773
LTE Medical Exam Investigator		22.83	3,132	71,504
Clerk/Typist III	1.00	19.82	2,080	41,226
LTE-Co-op/Intern Student	0.20	7.75	403	3,123
Chief Medical Examiner	1.00		1,200	1
Budgeted Shift Differential				1,682
	<b>8.70</b>		<b>20,335</b>	<b>458,176</b>
		Regular Earnings		458,176
		Fringe Benefits		132,503
		<b>2022 Total Compensation</b>		<b>590,679</b>

Salary Summary does not reflect 2022 cost of living or other potential compensation



\* Dane County Employee

**CONTRACTED & PROFESSIONAL SERVICES**

Type of Service Provided	Annual Cost
Forensic Pathologist - Contracted	733,036
Administration, Management and Oversight	
Case Review	
Examinations	
Meals & Lodging	
Medicine	
Transportation	
	733,036

**MEDICAL EXAMINER 2022 BUDGET**

<b>Account Description</b>	<b>2020 Actual Amount</b>	<b>2021 6- Month Actual Amount</b>	<b>2021 Estimated Amount</b>	<b>2021 Amended Budget</b>	<b>2022 Executive Budget</b>
<b><i>Fund: 100 - General Fund</i></b>					
<b><u>REVENUES</u></b>					
General property taxes	581,744	378,575	757,150	757,150	806,127
Charges and fees Service	144	8	-	9,800	7,000
Charges and fees Death Certificate	113,199	50,546	97,000	94,780	99,405
Charges and fees Cremation Permit	465,481	213,598	380,000	368,039	426,274
Charges and fees Disinterment	-	248	310	248	248
Charges and fees Donor Info	36,000	15,000	36,000	36,000	36,000
Intergovt charges	329,681	143,386	322,563	322,563	335,750
Intergovt charges Autopsy	-	-	4,000	11,500	4,000
Carryover	-	40,217	40,217	40,217	-
Intrafund Transfer In HR	4,918	-	7,650	7,650	-
<b>REVENUES TOTAL</b>	<b>1,531,167</b>	<b>841,577</b>	<b>1,644,890</b>	<b>1,647,947</b>	<b>1,714,804</b>
<b><u>EXPENSES</u></b>					
Regular earnings	299,293	136,899	365,000	457,447	456,494
Paid leave earnings Vacation	7,402	3,493	-	-	-
Paid leave earnings Personal	2,808	1,413	-	-	-
Paid leave earnings Holiday	6,522	1,846	-	-	-
Premium	-	2,600	2,600	2,600	-
Premium Overtime	32,905	10,625	15,000	-	-
Premium Casual time payout	4,076	-	-	-	-
Premium Shift differential	5,491	2,351	-	1,682	1,682
Premium Holiday worked	3,249	671	-	-	-
Fringe benefits FICA	27,176	11,943	31,000	34,738	35,053
Fringe benefits Unemployment comp	373	164	338	476	481
Fringe benefits Health insurance	33,128	19,959	43,000	71,476	61,531
Fringe benefits Dental Insurance	2,464	1,475	4,000	5,224	4,492
Fringe benefits Life Insurance	17	12	31	16	239
Fringe benefits LT disability insurance	837	423	1,100	1,393	1,412
Fringe benefits ST disability insurance	1,174	593	1,600	2,081	2,065
Fringe benefits Workers comp insurance	2,258	1,563	4,100	3,125	3,127
Fringe benefits Retirement	18,539	9,212	24,000	23,826	24,103
Fringe benefits - Budget only	-	-	-	3,335	-
Employee allowance Clothing	292	-	3,000	4,000	4,000
Supplies	7,407	4,491	23,000	25,000	35,000
Supplies Office	1,021	74	1,400	1,400	1,400
Supplies Postage	449	195	500	500	500
Dues and memberships	270	-	330	300	390
Repairs and maintenance Equipment	-	178	600	1,000	1,000
Repairs and maintenance Vehicle	1,264	54	2,500	6,000	6,000
Vehicle/equipment Gas, oil, etc.	6,119	3,114	6,000	8,000	8,000
Books, periodicals, subscription	11,308	6,600	11,400	11,400	11,500
Travel and training	5,592	1,562	12,000	15,000	15,000
Transportation	63,368	25,755	58,000	58,000	58,000
Equipment - nonoutlay	1,661	34,078	60,000	60,217	-
Telephone	524	123	300	300	300
Telephone cell	4,014	2,170	6,000	6,000	6,000
Indirect cost	38,439	23,983	47,966	47,966	45,306
Intra-county expense Technology services	39,768	25,764	41,307	41,307	105,443
Intra-county expense Insurance	3,376	4,374	8,749	8,749	13,090
Intra-county expense Other departmental	82	-	-	-	-
Intra-county expense Copy center	264	93	350	350	350
Intra-county expense Departmental copiers	646	323	646	646	646
Intra-county expense Document center	127	83	174	174	163

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Contracted services	388	133	133	132	-
Professional services	768,098	174,925	699,701	655,087	733,037
Med exams/autopsies/genetic test	8,659	-	8,000	15,000	15,000
Lab services	41,801	15,134	45,000	70,000	60,000
Indigent disposition	2,107	-	2,500	4,000	4,000
<b>EXPENSES TOTAL</b>	<b>1,454,757</b>	<b>528,448</b>	<b>1,531,325</b>	<b>1,647,947</b>	<b>1,714,804</b>
<b>REVENUE GRAND TOTALS:</b>	<b>1,531,167</b>	<b>841,577</b>	<b>1,644,890</b>	<b>1,647,947</b>	<b>1,714,804</b>
<b>EXPENSE GRAND TOTALS:</b>	<b>1,454,757</b>	<b>528,448</b>	<b>1,531,325</b>	<b>1,647,947</b>	<b>1,714,804</b>
<b>NET GRAND TOTALS:</b>	<b>76,409</b>	<b>313,129</b>	<b>113,565</b>	<b>-</b>	<b>-</b>