



Sheriff/Coroner
COUNTY OF TULARE
AGENDA ITEM

BOARD OF SUPERVISORS

LARRY MICARI
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

EDDIE VALERO
District Four

DENNIS TOWNSEND
District Five

AGENDA DATE: October 24, 2023- **REVISED**

Public Hearing Required	N/A
Scheduled Public Hearing w/Clerk	N/A
Published Notice Required	N/A
Advertised Published Notice	N/A
Meet & Confer Required	N/A
Budget Transfer (Aud 308) attached	Yes
Personnel Resolution attached	Yes
Agreement(s) attached	N/A

CONTACT PERSON: Amanda Timblin PHONE: 5598029462

SUBJECT: Approve a capital asset purchase

REQUEST(S):

That the Board of Supervisors:

1. Approve the capital asset purchase for an automated toxicology analyzer to support the day-to-day operations of the Coroner's Office in an amount not to exceed \$52,000 in Fiscal Year 2023/24;
2. Approve a Personnel Resolution to add an additional position for the Autopsy Assistant II, effective November 19, 2023, in order to assist Forensic Pathologist in performing on-site toxicology screenings;
3. Approve a Personnel Resolution to delete one (1) vacant Sheriff's Correctional Deputy, Position No. 07492 effective November 19, 2023; and
4. Authorize the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

SUMMARY:

- Under California State Government Code 27491, the Coroner's Office is responsible for investigating and determining the circumstances, manner and cause of death for all violent, sudden, unattended or unusual deaths. To do so, the Coroner's Office utilizes postmortem toxicology testing to examine autopsy specimens and identify the presence and quantity of therapeutic and illicit drugs and other toxic substances that might have resulted in the individual's death.

Currently, the Tulare County Sheriff's Office (TCSO) outsources its forensic toxicology screenings; however, the cost for testing continues to rise. TCSO continuously strives to improve the organizational effectiveness of its Office; therefore, TCSO is requesting Board approval to purchase an automated

SUBJECT: Approve a capital asset purchase

DATE: October 24, 2023- **REVISED**

toxicology analyzer. The Evidence Multistat analyzer will allow Coroner's Office personnel to conduct on-site postmortem and forensic toxicology testing capable of detecting up to 29 classical, prescription and synthetic drugs from a single sample (urine or blood).

The Multistat system will consist of the following:

- Analyzer
- Installation
- Training
- One-year warranty

The analyzer will allow the Coroner's Office to conduct initial toxicology screenings (presumptive tests) on biological samples with fast and accurate results. In cases where results will be used as evidence in court proceedings, both criminal and civil, TCSO will send these samples to an outside laboratory for certified testing. All specimens collected will be properly stored for two (2) years.

Furthermore, TCSO is requesting Board approval to add an additional Autopsy Assistant position. The Coroner's Office currently has one (1) Autopsy Assistant position; however, with the requested purchase of the Multistat analyzer, an additional position is required to assist in the toxicology screenings. This individual will be under the direction and supervision of the Forensic Pathologist and will be responsible for the collection, labeling and preparation of all specimens undergoing screenings. If the Board approves this additional position, the Sheriff's Office will delete one (1) vacant Correctional Deputy Position, Position No. 07492. This deletion will offset the cost of the new position allocation.

These requests will allow the Coroner's Office to conduct comprehensive investigations and improve the operational effectiveness of the Sheriff's Office.

There are several cost savings associated with the requests. These savings are outlined below.

FISCAL IMPACT/FINANCING:

Currently, the Sheriff's Office has budgeted up to \$175,000 in Fiscal Year 2023/24 for toxicology services. The cost of the toxicology analyzer system will not exceed \$52,000, with a contingency of \$588.83 to allow for any unforeseen costs. There will be no additional net County cost.

To purchase the new analyzer, the attached AUD 308 is requesting to reduce the following expense line 001-240-2100-7066 by \$52,000 and increase the following capital asset line 001-240-2177-817 by \$52,000.

The annual salary and benefits for the new Autopsy Assistant will be approximately \$77,870. To offset the cost of the new position allocation, the Sheriff's Office will delete one (1) vacant Correctional Deputy position (\$115,000).

SUBJECT: Approve a capital asset purchase

DATE: October 24, 2023- **REVISED**

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year strategic plan includes the Organizational Performance Initiative to provide for the continuous improvement in organizational effectiveness. The purchase of the toxicology analyzer and additional personnel will allow TCSO conduct comprehensive investigations and improve the operational effectiveness of the Sheriff's Office.

ADMINISTRATIVE SIGN-OFF:

/s/ Assistant Sheriff Mark Gist
Mike Boudreaux
Sheriff-Coroner

Cc: County Administrative Office
Human Resources & Development

Attachment A – Quote
Attachment B – AUD 308
Attachment C – Personnel Resolution