

Tennessee Medical Examiner Advisory Council
Friday, July 15, 2016, 1:00 P.M. – 1:27 P.M. CST

MEMBERS	REPRESENTATION	STATUS
Jacky E. Carver, Jr.	Licensed Funeral Director	Present
Julia Goodin, M.D., M.P.A.	Commissioner of Health's Designee and State Chief Medical Examiner	Present
D. Michael Dumavant	District Attorney General	Not-Present
Tony R. Emison, M.D.	County Medical Examiner (West TN)	Not-Present
Jason Locke	Deputy Director of the TBI	Present
Gerald L. Melton	District Public Defender	Not-Present
Samuel Smith, M.D.	County Medical Examiner (Middle TN)	Present
NON-MEMBERS	REPRESENTATION	STATUS
Adele Lewis, M.D.	Deputy State Chief Medical Examiner	Present
Margaret A. Hyder, M.A.	Deputy Director	Present
GUESTS	REPRESENTATION	STATUS
Feng Li, M.D., J.D., Ph.D.	Davidson County Medical Examiner	Present
Christopher Lochmuller, M.D.	Knox & Anderson County Deputy Medical Examiner	Present
James Metcalfe, M.D.	Hamilton County Medical Examiner	Present
Chuck Hall	Hamilton County Death Investigator	Present

The meeting was called to order at 1:03 P.M. on Friday, July 15, 2016 in Conference Room A, 5th Floor, Andrew Johnson Tower.

1:03 P.M. **1. Roll Call and Voting:** Dr. Goodin welcomed everyone, and requested introductions from each member, their names and representations. Dr. Smith moved to approve the minutes from December 19, 2013 which were electronically distributed prior to the meeting. Minutes approval unanimously voted "Yea."

1:11 P.M. **2. State Medical Examiner Office Update:**

Dr. Goodin gave a presentation to the council on the goals, recent activities and stalling of the Office of the State Chief Medical Examiner (OSCME).

Dr. Goodin went over the goals for the OSCME emphasizing providing standardization and consistency for death investigations and providing training for county medical examiners and their death investigators.

The OSCME will continue to provide the two day grant funded death investigation training with six sessions planned for 2016/2017. The office is also developing a new "Death Investigation 101" one day basic training program for county medical examiners and death investigators to be provided to all counties (1-4 counties per session) over the next two years.

Two ABMDI certified State Medicolegal Death Investigators will start mid-August to assist with training, updating the CME handbook, and be available for consultation and answer inquiries from the counties.

The OSCME has begun the process of identifying and procuring a statewide case management system. The process is anticipated to take several years.

The OSCME has consolidated the six-page "Report of Investigation" (ROI) to a two-page form with anticipated rollout sometime in August.

Work has begun on updating the County Medical Examiner Guidelines/Handbook which will be distributed in both printed and digital formats.

Work has also begun on an Annual Report with a goal of collecting data for 2017 via an interim case management system currently being created.

1:19 P.M. **3. Responsibilities of the ME Advisory Council:**

Findings from the State Comptroller's Audit regarding the ME Advisory Council along with planned solutions were presented by Dr. Goodin.

- Must meet at least annually
- Produce an annual report.
- Assist the State Chief in developing Guidelines

1:22 P.M. **4. Election of Officers for 2016: Chair and Vice Chair:**

- a. Dr. Goodin and Dr. Smith were nominated as Chair. A vote was taken and Dr. Goodin was elected as Chair. Dr. Smith will serve as Vice Chair.

1:24 P.M. **5. New Business:**

a. Electronic Death Certification (VRISM) Status:

- a. Jackie Carver raised a concern that physicians are not required by statute to use the system.
Dr. Lewis is attending development meetings to insure VRISM complies with Medical Examiner requirements
- b. The OSCME Annual Report will be inaccurate if death certificate data is unavailable. A fully functional VRISM will enhance the collection of this information.

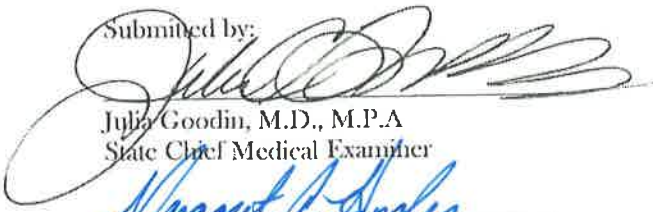
b. Statewide Death Investigation Training:

- a. Jason Locke informed the council that TBI uses Judicial Districts for statewide training, which allows for training groups that work under the same District Attorney General. He suggested using Judicial Districts when providing training for county medical examiners and death investigators might also work well and gave several reasons.

1:26 P.M. **6. Council Wrap-Up:**

- The next meeting of the council was set for October 21st, 2016 at 1:00 P.M.

Submitted by:


Julia Goodin, M.D., M.P.A.
State Chief Medical Examiner


Margaret A. Hyder, M.A.
Deputy Director