

CLARK COUNTY STAFF REPORT

DEPARTMENT: General Services-Medical Examiner

DATE: 11/1/2016

REQUESTED ACTION:

Approve the early sale of the Medical Examiner Transport vehicle and additional expense budget for 2017-18 for the purchase of the new vehicle.

Consent Hearing County Manager

BACKGROUND

The Medical Examiner (ME) office is requesting approval to do an early sale of the existing ME vehicle and to have an additional expenditure budget of approximately \$5000-\$7000 in 2017 to purchase a new vehicle. The Medical Examiner office purchased a vehicle in 2012 that has not met the needs of the department. Since the time of purchase the department has tried a few modifications to the vehicle to make it safer to use. Unfortunately these improvements have not help in preventing injuries due to the height that the gurneys need to be lifted to get them into and out of the vehicle. Risk has done an assessment on the vehicle and concluded that it is a risk to the employees and they have discontinued using the vehicle until we can obtain a new one. This has resulted in additional cost of hiring out a third party to transport the bodies. The vehicle currently has a depreciated value saved up of \$25,000 and Public Works feels we can get approximately \$18,000-\$20,000 from the early sale of the vehicle since it has very low mileage and is in good condition. The cost of the new vehicle will run \$50,000, to be able to afford a new vehicle the difference of approximately \$5000-\$7000 is being requested to purchase the new vehicle. We will need the additional expenditure authority in 2017 and will submit a package in the 2017 Spring Packages. We are asking for the approval in 2016 because the next auction to sale vehicles will be on November 17, 2016 and then it takes a minimum of 90 days to get the new vehicle ordered, so to get the ME a new vehicle in early 2017 we need preapproval of both the sale and budget authority.

COUNCIL POLICY IMPLICATIONS

None

ADMINISTRATIVE POLICY IMPLICATIONS

None

COMMUNITY OUTREACH

None

mp
OK

BUDGET IMPLICATIONS

YES	NO	
	X	Action falls within existing budget capacity.
	X	Action falls within existing budget capacity but requires a change of purpose within existing appropriation
X		Additional budget capacity is necessary and will be requested at the next supplemental. If YES, please complete the budget impact statement. If YES, this action will be referred to the county council with a recommendation from the county manager.

BUDGET DETAILS

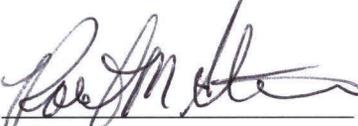
Local Fund Dollar Amount	\$50,000
Grant Fund Dollar Amount	\$0
Account	General Fund 0001 and ER&R
Company Name	

DISTRIBUTION:

Board staff will post all staff reports to The Grid. <http://www.clark.wa.gov/thegrid/>



 Michelle Schuster
 Administrative Services Manager II



 Robert Stevens
 Director of General Services



 APPROVED:
 CLARK COUNTY, WASHINGTON
 BOARD OF COUNTY COUNCILORS

DATE: 11-1-16
 SR# 223-16



APPROVED: _____
 Mark McCauley, County Manager

DATE: _____

BUDGET IMPACT ATTACHMENT

Part I: Narrative Explanation

I. A – Explanation of what the request does that has fiscal impact and the assumptions for developing revenue and costing information

The ME has depreciation build up on the existing vehicle in the amount of \$25,000 and we believe the current vehicle will bring in \$18,000-\$20,000 at auction. The remaining budgetary need from the general fund to purchase the new vehicle is \$5000-\$7000.

Part II: Estimated Revenues

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
ER&R –Depreciation of current vehicle				25,000		
Surplus-Sale of Existing vehicle				18,000-20,000		
GF/0001-Medical Examiner				5,000-7,000		
Total				50,000		

II. A – Describe the type of revenue (grant, fees, etc.)

Vehicle Depreciation \$25,000

Surplus Auction \$18,000-20,000

General Fund \$5000-7000

Part III: Estimated Expenditures

III. A – Expenditures summed up

Fund #/Title	FTE's	Current Biennium		Next Biennium		Second Biennium	
		GF	Total	GF	Total	GF	Total
ER&R			42,000-45,000				
GF			5000-7000				
Total			50,000				

III. B – Expenditure by object category

Fund #/Title	Current Biennium		Next Biennium		Second Biennium	
	GF	Total	GF	Total	GF	Total
Salary/Benefits						
Contractual						
Supplies						
Travel						
Other controllables						
Capital Outlays		50,000				
Inter-fund Transfers						
Debt Service						
Total		50,000				

Requesting Department: Medical Examiner

Package number: MEO-01

Package Title: Early Replacement of the Medical Examiner Transport Vehicle

Contact: *Michelle Schuster michelle.schuster@clark.wa.gov x4118*

Justification: The Medical Examiner (ME) office is requesting additional expenditure budget of approximately \$5000-\$7000 in 2017 to purchase a new vehicle. The Medical Examiner office purchased a vehicle in 2012 that has not met the needs of the department. Since the time of purchase the department has tried a few modifications to the vehicle to make it safer to use. Unfortunately these improvements have not help in preventing injuries due to the height that the gurneys need to be lifted to get them into and out of the vehicle. Risk has done an assessment on the vehicle and concluded that it is a risk to the employees and they have discontinued using the vehicle until we can obtain a new one. This has resulted in additional cost of hiring out a third party to transport the bodies. The vehicle currently has a depreciated value saved up of \$25,000 as of October 2016 and Public Works feels we can get approximately \$18,000-\$20,000 from the early sale of the vehicle since it has very low mileage and is in good condition. The cost of the new vehicle will run \$50,000, to be able to afford a new vehicle the difference of approximately \$5000-\$7000 is being requested to purchase the new vehicle. We will need the additional expenditure authority in 2017. We asked for the approval in 2016 per a staff report on November 1, 2017 because the next auction to sale vehicles fell on November 17, 2016 and then it takes a minimum of 90 days to get the new vehicle ordered, so to get the ME a new vehicle in early 2017 we need preapproval of both the sale and budget authority in 2016.

Package number	Fund	Prog	Dept	Basele	Obj	Categ	2017-18 EXP inc / REV dec (DR)	2017-18 EXP dec /REV inc (CR)	2019-2020 EXP inc / REV dec (DR)	2019-2020 EXP dec /REV inc (CR)	Type	Operating vs capital	Capital project code	Program code
MEO-01	0001	000	320	563101	490	000000	7000	-	0	-	one-time			PMEO-1

Adriano Prato BUDGET: REQUIRES SPRING SUPPLEMENTAL FOLLOW UP.

Below is supporting documentation from the safety meetings for the staff report that shows twice when the truck was brought up at the safety meetings as being unsafe for usage.

SAFETY MEETING

Date: 01/05/2016

Time: 8:22 AM

Present: Dr. Wickham; Dr. Burt; Nikki Costa; Tony Lopez; Brian Miller

Old Business: 1) Body removal "lifting formula" County Safety Officer

New Business: 1) Parking lot icy. Reported to Facilities

2) Investigators report the Ford truck too tall. It is challenging to safely lift loaded cots into the rear of the vehicle and remove loaded cots from rear of the truck.

The ramp is not low enough. Shops is unable to lower any further. Request that County Safety Officer to assess the safe loading and removal of cots with bodies from the vehicle.

3) Large respirator for Cynthia is on order by Jami Zoellner.

Meeting concluded: 8:32 AM

SAFETY MEETING

Date: 04/06/2016

Present: Dr. Wickham; Nikki Costa; Amy Yerkes

Old Business: 1) Body removal "lifting formula" County Safety Officer

2) Investigators report the Ford truck too tall. It is challenging to safely lift loaded cots into the rear of the vehicle and remove loaded cots from rear of the truck.

The ramp is not low enough. Shops is unable to lower any further. Requested that County Safety Officer Brandon Lo'Re assessed the loading and removal of cots with bodies from the vehicle. He finds it unsafe and recommends replacing the vehicle.

New Business: 1) 3M rep demonstrated lightweight PAPR and new mask.

Amy passed fit test with 3M7502

Cynthia to test lightweight PAPR for possible purchase.