

Clerical Staff and Bureau of Administration will hopefully be finalizing today – Report must be out by 1/31/14 to Cook County Board of Commissioners

Have had a request to put voting on front end of agenda – putting it forward now – E. Beckmann

Dr. Beckmann has requested my input for the MEAC Annual Report – Thank you for the opportunity for input in Annual Report – S. Cina

I appreciate the ideas and substantive matter contributed for the Annual Report by Dr. Cina – E. Beckmann

Detailed content in Annual Report of MEAC committee all covered well – as well as what is to come in 2014 – M. Rizzo

On page 8 of Annual Report – “We expect 25k revenue in 2014”- Insert “Additional” before 25k – M. Martinez

B. FEES – S. Cina

Where are we on fees? – J. Moran

At the end of this month a fee schedule should go out

Community has received a call regarding fees to be implemented

Fees from Non-profit? We can make exceptions if non-profit

Nursing homes concerned with fees, have they received notice? – S. Leak

Last quarter letters were sent out – S. Cina

We were told by Public Administrator as of 1/24/14 if there is no family member present we cannot remove body/remains from death scene/place of death unless we have authorization of agent/family member – S. Leak

Blame game – Hospitals have bodies sent from nursing home to CCME – don’t want body brought to hospital if DOA

Dr. Cina will find out detail of fees, when charged, what procedure/protocol, etc., on bodies fees and so on

C. MEAC Absences

Regarding Mr. Leak situation – Was letter sent out? – J. Moran

No

Mr. Meza sent amendment with change regarding attendance – M. Martinez

Bi-Laws modification to accommodate issue of “justified” absences – Section 10 (page 3 of 5) - “Members are expected to attend meetings regularly except for illness or unavoidable schedule conflicts due to personal or business matters. If a Committee member misses three consecutive, regularly scheduled Committee meetings or one-half of the regularly scheduled Committee meetings in a 12 month period (“Absent Member”) ...the Committee may by majority vote, if it deems the reason for such absences to be insufficient, require that the chairperson shall inform, in writing, the appointing authority and the Committee member of the excessive absences and shall request that a replacement or designee be named to replace the Absent Member.

Any questions regarding modification of Bi-Laws? – E. Beckmann

Motion to approve modification of Bi-Laws – M. Wolfe

Motion seconded – E. Roy

Motion passed unanimously

Can R. Meza amend and send an e-mail to all committee? – J. Moran

Call for motion to accept Annual Report as presented, with changes and amendments presented here – E. Beckmann

Motion to accept – M. Wolf

Motion seconded – M. Rizzo

Motion passed unanimously

D. Bureau of Administration – M. Martinez

- President Preckwinkle appointed a Deputy Chief of Staff, Tasha Cruzat

E. CCME – S. Cina

- Members who are interested in meeting after this MEAC meeting to view cooler renovations are welcome – S. Cina
Cooler renovations project ahead of schedule – Project should be done around 2/14/14 – System with refrigerated trucks going well – Staff doing a great job with bodies being moved from and to trucks
Will establish a media event when all done
- Case Management system – Vendor on schedule – County not sure if they are on schedule – eFax solution an issue
- “Quick wins” changing processes – Office working more efficiently
- Field trip to cremation facility – Fabulous place – Morgan Cremation Services, 80 West Lake Street – Good Organization; Process; Authorization forms – Definitely have capability – They will let us know when we can witness process

Public’s perception is that it’s free cremation – We have to roll out and let people know it is for indigents

If no funds for burial we will contact family for authorization and find out if other funds for burial/cremation as we do now

If we can’t find next of kin after we do diligent searches

If a Storage or Disclaimed case

How is body transported from here to crematory – who transports? – E. Beckmann

Who will authorize removal of pacemaker? – We will. We will get a form and amend it to fit the situation for authorization and the removal will be by the funeral home

Who will sign authorization to cremate? O. Jones, Transporter and Cremation facility

Cremains will be kept in storage facility/room at CCME for 2 years

Paperwork – CCME should keep copies of both Certificate of Cremation and Permit to dispose of Cremains

Will set up a meeting with Jason, Martha and Octavius to be sure policies reflect what is required

Those at meeting will come up with an S.O.P. – Before next meeting we will have draft of S.O.P.

We currently collect fee for cremation permits -

Burial/Cremation permits – If allowed can we not charge our own vendor for permit to cremate? – S. Cina

Office secures documents for disposition of burial, must do for cremation as well – Will have Mr. Meza look at this

- NAME inspection all day Tuesday and part of Wednesday – may know about provisional accreditation on Wednesday
Expect full accreditation by end of my first term – S. Cina
- Need capital equipment – Toxicology Lab not accredited – Did not have proper equipment

Appreciate Dr. Cina getting input from Funeral Directors to accommodate pick up times for bodies – M. Rizzo

Transports of Funeral Home been working well with staff

At 10a.m. bodies still being shuffled for autopsy – funeral homes cannot get out with bodies taking a long time to pick up – M. Rizzo

Do we know when GOH is coming to harvest remains? Can we let funeral homes know if case is a GOH case? – This is a labor issue for funeral homes

Question: What does family know about condition of body after harvest?

---Remains are pretty disfigured by GOH harvesting – S. Cina

---They (GOH) try to find out what families intentions are for disposition of body – cremation or viewing – Limits how incisions are made – M. Rizzo

It is up to GOH to explain what is valued in tissue/organ procurement to families

Concerns and obligations of Committee/CCME must be addressed – Families may not fully understand what is going to happen to body - it is the responsibility of GOH to explain – Suggest we speak with John Krenn - Gift of Hope liaison from funeral home to gift of hope

Tissue Bank/Organ donation/Procurement Agency – Heavily regulated by the FDA

When Case Management System is in place it will fix a lot of issues – S. Cina

Homewood Memorial says they are not able to do burials due to weather – We need to contact owner of cemetery, Mr. Flynn, who resides in Pennsylvania – they may be in violation of contract

V. New Business

- A. Morgue - At meeting last night Cook County Funeral Home Association brought up the question, “where is the Cook County Morgue?” and “What happened to funds when CCME office and County Morgue combined” – M. Rizzo
- B. MEAC Meetings schedule, every other month – Next meeting March 21st – 3rd Friday, every other month

VI. Adjournment

Motion called to adjourn meeting – M. Rizzo

Second the motion – J. Moran

Committee votes in favor of adjourning

Motion carries – Meeting adjourned at 12:26 p.m.

Next Meeting- Scheduled for March 21st, 2014