

**COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS
TUESDAY, APRIL 30, 2024**

MINUTE ORDER NO. 22

**SUBJECT: NOTICED PUBLIC HEARING:
AN ORDINANCE TO AMEND ARTICLE XX SECTION 364.6 OF THE SAN
DIEGO COUNTY ADMINISTRATIVE CODE, RELATING TO MEDICAL
EXAMINER FEES AND CHARGES (DISTRICTS: ALL)**

OVERVIEW

Today's action requests that the Board of Supervisors (Board) approve amendments to Article XX of the San Diego County Administrative Code. The Board last approved revisions to the Department of the Medical Examiner fees on April 24, 2018 (01).

The Department of the Medical Examiner recently conducted a review of fees and rates to ensure compliance with Board Policy B-29 (Fees, Grants, and Revenue Contracts - Department Responsibility for Cost Recovery), which requires County departments to recover the costs to provide services to agencies or individuals. All six (6) Medical Examiner fees were reviewed, resulting in a proposed increase in five (5) fees and a proposed decrease in one (1) fee. The Auditor and Controller reviewed and approved the supporting documentation and methodology used to determine the proposed fees to be adjusted in this proposal.

Today's request includes two steps. The ordinance will be introduced on April 30, 2024, and, if approved, it will be scheduled for adoption on May 21, 2024. If the proposed ordinance is altered on May 21, 2024, then on that date, a subsequent meeting date will be selected for the ordinance's adoption.

RECOMMENDATION(S)

CHIEF ADMINISTRATIVE OFFICER

On April 30, 2024:

1. Approve the introduction of the Ordinance (first reading):
AN ORDINANCE AMENDING ARTICLE XX SECTION 364.6 OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE RELATING TO MEDICAL EXAMINER FEES AND CHARGES.

If, on April 30, 2024, the Board takes the actions recommended in Item 1 above, then on May 21, 2024:

1. Consider and adopt (unless ordinance is modified on second reading):
AN ORDINANCE AMENDING ARTICLE XX SECTION 364.6 OF THE SAN DIEGO COUNTY ADMINISTRATIVE CODE RELATING TO MEDICAL EXAMINER FEES AND CHARGES.

EQUITY IMPACT STATEMENT

The County of San Diego Department of the Medical Examiner’s mission is to contribute to safe communities and to justice and equity for the residents of San Diego County by certifying the cause and manner of death for all homicides, suicides, accidents, and sudden and/or unexpected deaths in the county. The Medical Examiner has and continues to identify ways to reduce departmental costs to provide its services to the public. Full cost recovery for fees paid by customers, ensures that Medical Examiner services, which benefit a single agency or individual, does not reduce resources available to the entire region.

The proposed actions would amend fees and charges for services that are provided to the public to cover the full cost of those services in alignment with current San Diego County Board of Supervisors’ policy. The Medical Examiner utilized approved County methodology to ensure all direct and indirect costs are fully recovered.

SUSTAINABILITY IMPACT STATEMENT

The proposed adjustments to the Medical Examiner’s fee structure are a result of the cumulative increase of the cost drivers such as salaries and benefits, services and supplies, and associated departmental and countywide costs. The adjustments to the Medical Examiner fees are based on available expenditure and revenue data and time studies. The proposed actions are appropriate as they support the County of San Diego’s Strategic Initiative of Sustainability to align the County’s available resources with services to maintain fiscal stability and ensure long-term solvency.

FISCAL IMPACT

There is no fiscal impact in the current fiscal year. If approved, the revised Medical Examiner fees will be effective July 1, 2024. Additional revenue generated by the five increased fees, estimated at \$58,215 for the first year, are included in anticipated fees revenue budgeted in the Fiscal Year 2024-25 CAO Recommended Operational Plan for the Medical Examiner. The funding source is fees paid by customers. There is no change in net General Fund cost and no additional staff years.

BUSINESS IMPACT STATEMENT

N/A

ACTION:

Noting for the record that this item was heard on May 1, 2024; ON MOTION of Supervisor Montgomery Steppe, seconded by Supervisor Vargas, the Board of Supervisors closed the Hearing and took the following actions:

1. Approved the introduction of the amended Ordinance (first reading) that includes “Option B” as described in the staff presentation.
2. Waived Board Policy B-29, Fees, Grants, and Revenue Contracts – Department Responsibility for Cost Recovery which requires full cost recovery for services.
3. Directed the Chief Administrative Officer to provide quarterly reports on the amount of time it takes for people to receive causes of death.

4. Took action to further consider and adopt the Ordinance on May 21, 2024.

AYES: Vargas, Anderson, Montgomery Steppe, Desmond

NOT PRESENT: Lawson-Remer

State of California)
County of San Diego) §

I hereby certify that the foregoing is a full, true and correct copy of the Original entered in the Minutes of the Board of Supervisors.

ANDREW POTTER
Clerk of the Board of Supervisors



Signed
by Andrew Potter