

Kay, Chair
Scutchfield, Vice Chair
Gorton
Ford
Akers
Lawless
Beard
Myers
Clarke
Lane

A G E N D A

General Government Committee

February 11, 2014

11:00 A.M.

1. January 14, 2014 Committee Summary (1-2)
2. Moving Human Resources - Links/Gorton (3-12)
3. Enterprise Programming in Parks - Links/Gorton (13-36)
4. Coroner's Office Salary & Classification (37-58)
5. Items Referred (59)

"Environmental Quality Committee, to which shall be referred matters relating to the Department of Environmental Quality and its divisions, and any related partner agencies."

-Council Rules & Procedures, Section 2.102(1)

2014 Meeting Schedule

Jan 14	May 6	Oct 7
Feb 11	June 10	Nov 11
Mar 4	Aug 12	Dec 9
Apr 8	Sept 9	

General Government Committee

January 14, 2014

Summary and Motions

Chair Kay called the meeting to order at 11:05am. All Committee members were present except Lawless and Lane.

1. Approval of Summary

Motion by Beard approve the summary. Seconded by Myers. Motion passed without dissent.

2. Move Human Resources

Clarke stated that at the last meeting he suggested Human Resources should be its own department. He stated that it was too important to be part of Law or any other Department.

Beard stated that most large organizations have stand alone human resources functions.

Maxwell discussed the 3 sections of Human Resources; Talent Management, Benefits and Employee & Labor Relations. He was asked to provide a written summary of the 3 sections and their responsibilities.

Ford voiced his support for promoting efficiency. He also reminded his colleagues that Council has the final approval over any reorganization plan.

In response to a question from Kay, Hamilton stated that she can provide an estimate of costs and benefits of a new structure for human resources.

3. Barrier Free Parks

Gorton introduced the topic of barrier free parks.

Cooperrider provided a summary of what Parks & Recreation is doing to promote and develop barrier free parks. He provided a history of the parks parity initiative started in 2006.

Cooperrider stated that Cardinal Run, Southland and Mary Todd were identified in 2011 as potential barrier free parks.

Cooperrider stated that the division has installed approximately 9,000 yards of safety surface in the last five years. He also stated that the FY 14 Budget still has \$ 60,000 for barrier free park improvements in 2014. He stated that new playground designs have been recommended for Veterans Park and Jacobson Park in 2015 and Shill to, Woodland and Cardinal Valley in FY 2016.

In response to a question from Scutchfield, Cooperrider stated that the Division has not been very successful in obtaining external funds through grants for barrier free parka installations.

In response to a question from Kay, Cooperrider stated that most of the parks data is antidotal. He stated that the Division had used remote photography to determine usage in a few parks for a short period of time.

Gorton discussed the projects report that is utilized by Water Quality,. She encourage Parks to develop and utilize similar tools to track projects. She was concerned that Parks still had funds in FY 14 to create barrier free parks but it hasn't been started yet.

4. Items Referred

Kay discussed the items referred list. He stated that the "Relationship with BGADD" should be heard after the State Auditor has released his audit.

Kay stated that "Moving Human Resources" and "Parks Enterprise Programming" should be on the February agenda. He also stated "Sponsoring Parks", "Impact of Vacant Parks Positions", "Building Security" and "Standardized Cell Phone Procurement" could be part of the March agenda.

Motion by Myers to adjourn. Seconded by Gorton. Meeting was adjourned at 12:15 PM.

Human Resources Reorganization



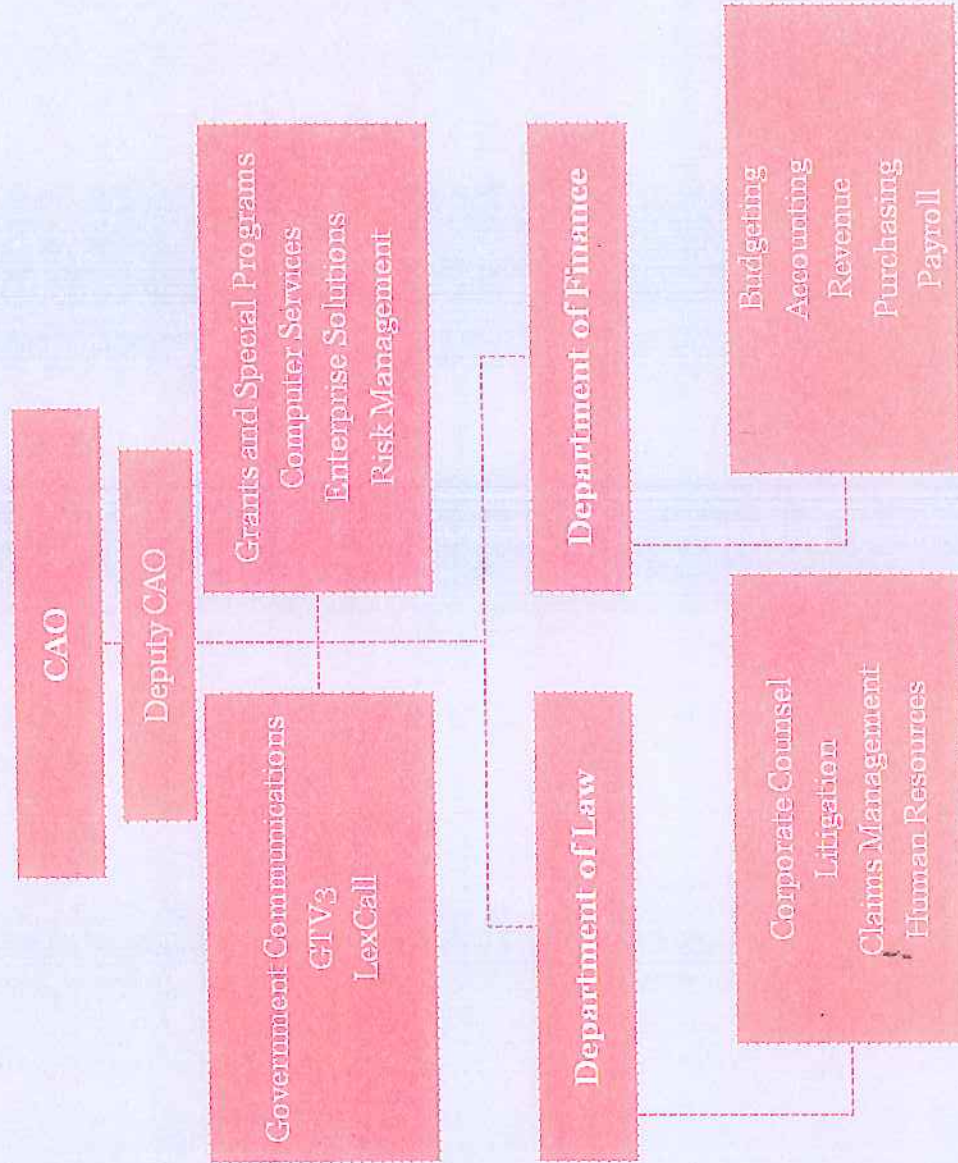
LEXINGTON-FAYETTE URBAN COUNTY COUNCIL
GENERAL GOVERNMENT COMMITTEE

February 11, 2014

Current Organization

CAO

2



Current Organization

Division of Human Resources

3

Division of Human Resources

Division Administration
3 Employees

Talent Acquisition
7 Employees

Benefits Administration
4 Employees

Employee Relations and Training
3 Employees

There are currently 2 vacancies

Current Organization

Challenges and Areas of Improvement

4

- Process improvements are needed in:
 - Hiring
 - Grievances
 - Training
 - Protection and privacy of personal information
- The Department of Law has a voluminous workload.
- An autonomous Department of Personnel Services would ensure that employee issues are handled independently.

Potential Organization

Summary of Changes

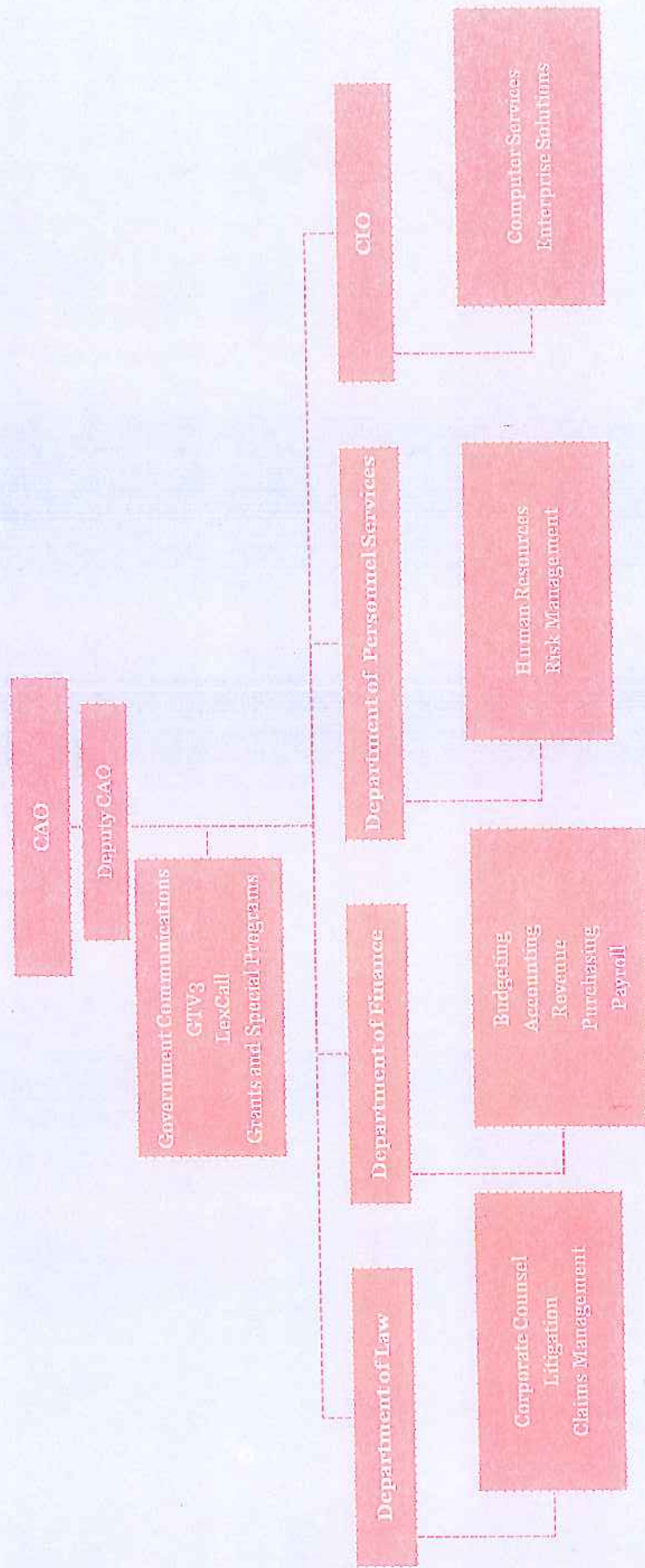
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- Department of Personnel Services created to include:
 - Human Resources
 - Risk Management
- Computer Services and Enterprise Solutions moved to Chief Information Officer (CIO).

Potential Organization

CAO

6



Potential Organization

Benefits

7

- Human Resources and Risk Management is led by a commissioner that can devote the time and resources to overcome the challenges and workload of these divisions.
- Commissioner can focus solely on correcting basic system problems.
- Commissioner can focus on enhanced training opportunities and streamlining of processes.
- The CIO will directly manage all the divisions responsible for LFUCG's technology strategy.

Potential Organization

Financial Impact

8

Commissioner of Personnel Services— Grade 210

Salary (44% into range) \$107,000

Pension \$20,212

Fringe \$7,869

FICA \$6,634

Medicare \$1,552

Unemployment \$297

Total \$143,564

Potential Organization

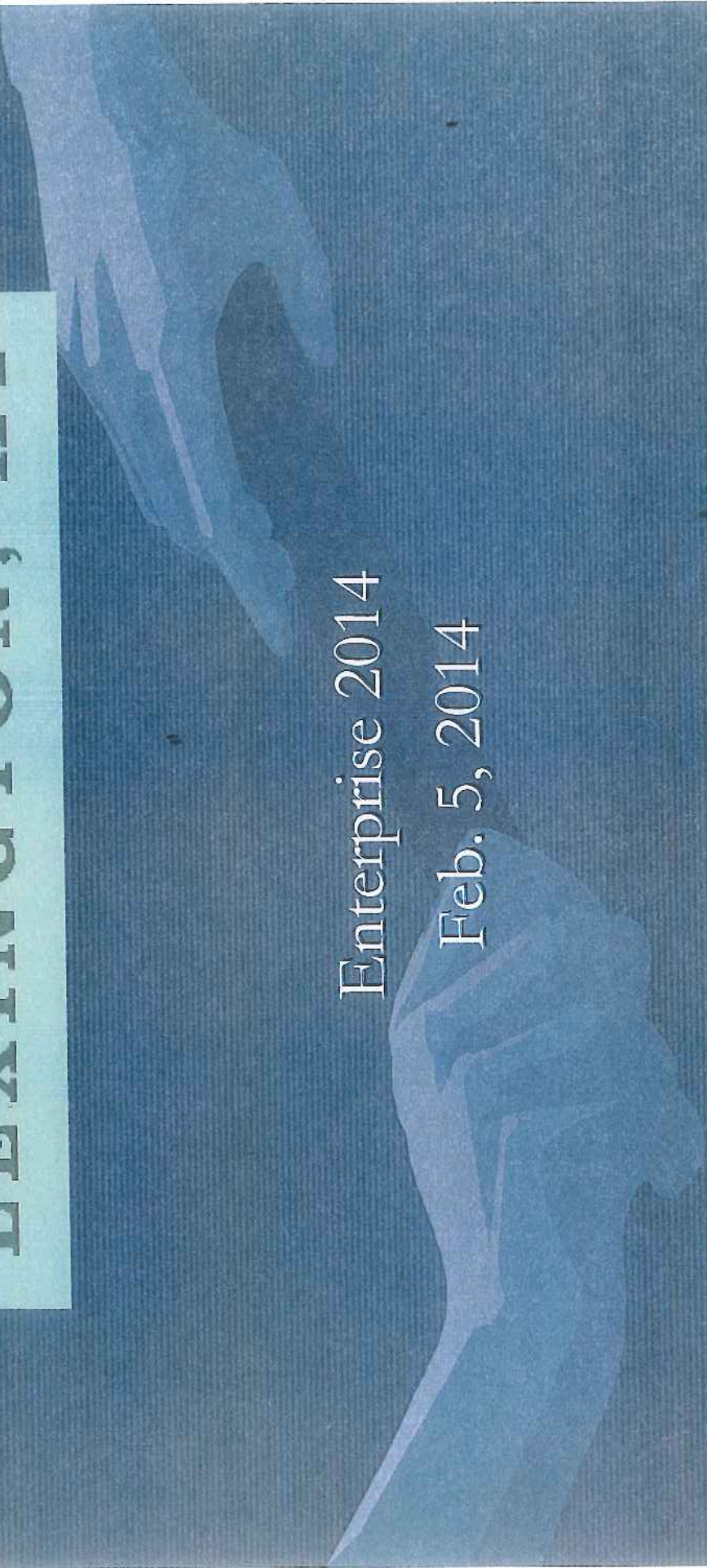
Comparable Cities

9

- Cities with an independent Human Resources function:

- Louisville, KY – 6,105 employees
- Chattanooga, TN – 3,109 employees
- Boulder, CO – 1,291 employees
- Greenville, SC – 896 employees

Questions?

The background of the page features a stylized illustration of two hands in shades of blue. One hand is positioned at the top, with fingers slightly curled as if holding the top edge of the sign. The other hand is at the bottom, with fingers spread, supporting the sign from underneath. The hands are rendered in a simple, graphic style with visible shading to suggest depth.

PARKS & RECREATION LEXINGTON, KY

Enterprise 2014

Feb. 5, 2014

What is Enterprise?

LFUCCG Parks and Recreation is divided into 3 sections:

- Parks
- Recreation
- Enterprise

The Enterprise Section includes:

- Aquatics
- Extended School Program
- Golf
- Concessions
- Rentals
- External Special Events
- Web Help
- Volunteers
- Tubby's Clubhouse

What is Enterprise?

--A government sponsored business activity including government sponsored programs designed to generate revenue.

Aquatics

The Aquatics department includes:

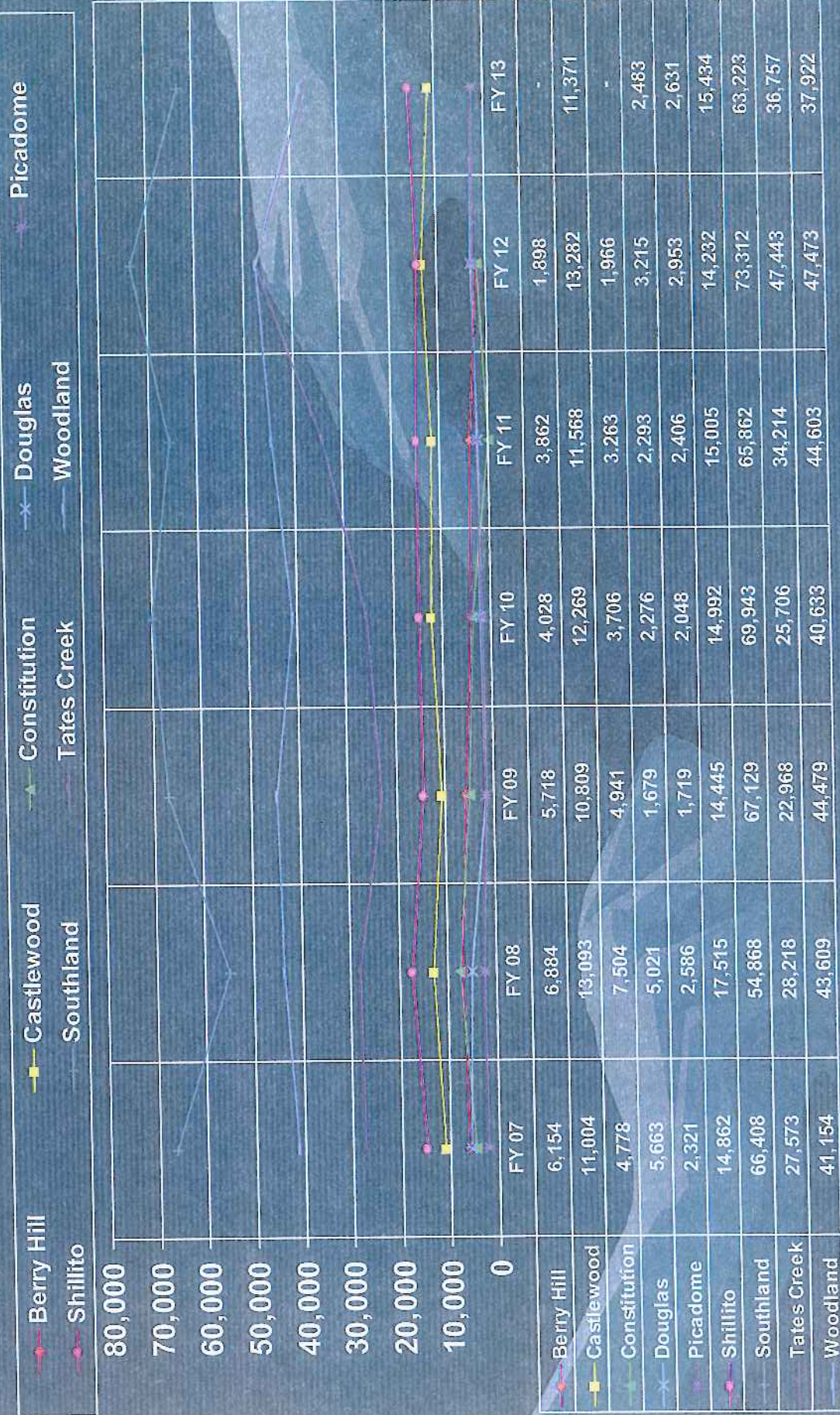
- 4 Aquatic Centers that include bath houses, concession stands and water play areas for children- Castlewood, Tates Creek, Southland & Woodland-
- 3 Neighborhood pools that are smaller sized- Picadome, Douglass, & Shillito-
- Jacobson Park Marina that includes paddle boat rentals and a launch area for docks
- Swim lessons, swim team, pool rentals and Birthday Parties
- Aquatic Concessions including Athens ball fields
- Aquatic Maintenance to include downtown fountains



Aquatics Profit/Loss

AQUATICS	FY2011	FY2012	FY2013
Operating Expenses	\$ 195,067.00	\$ 190,999.00	\$ 206,681.00
Civil Service Maintenance Labor	\$ 263,198.00	\$ 266,886.00	\$ 258,300.00
Civil Service Pension Expense	\$ 26,975.00	\$ 29,705.00	\$ 32,520.00
Seasonal & Part Time Labor	\$ 621,512.00	\$ 659,294.00	\$ 665,822.00
Part-Time Pension Expense	\$ 91,904.00	\$ 104,232.00	\$ 99,593.00
Utilities	\$ 204,747.00	\$ 182,153.00	\$ 284,756.00
Total Expense	\$ 1,403,403.00	\$ 1,433,269.00	\$ 1,547,672.00
Revenue	\$ 692,476.00	\$ 674,347.00	\$ 615,229.00
Net Profit	(\$ 710,927.00)	(\$ 758,922.00)	(\$ 932,443.00)

Aquatics Usage- Attendance by pool



Aquatic Rate Comparison

	Lexington	Richmond	Versailles	Georgetown	Louisville	Nicholasville
# of Pools	4 Aquatic Centers (AC) 3 Neighborhood Pools (N)	1 Aquatic Center	1 Aquatic Center	1 Aquatic Center **charges more for non-residents (NR)	1 Aquatic Center 4 Neighborhood Pools **with adjusted hours	1 Aquatic Center
Infant	Under 1 FREE	(3 & under) FREE	(2 & under) FREE	(2 & under) FREE	Not Offered	(2 & under) FREE
Child	(15 & Under) \$4 AC/ \$3 N	(4-13) \$4.00	Not Offered	(3-10) \$5.00 \$6.00 (NR)	(12 & under) \$3.00	(3-15) \$4.00
Youth	Not Offered	(14-17) \$5.00	(3-15) \$4.00	(11-13) \$6.00 \$7.00 (NR)	Not Offered	Not Offered
Adult	(16 & Over) \$5 AC/ \$4 N	(18-59) \$7.00	(15&up) \$6.00	(18-59) \$7.00 \$8.00 (NR)	(13 & over) \$5.50	(16 &up) \$6.00
Pool Pass Individual	\$40.00	Child \$70 Youth \$80 Adult \$90	\$140.00* Includes gym membership summer only	Adult \$125 Child \$75 Youth \$100 *\$25/pass more for NR. Does not include pavilion use	\$40.00	\$100.00

Aquatics Summary

What we do well:

- Online registration for swim lessons and passes
- Partner with Better Bites
- Senior Water Aerobics
- Free Swim Lessons at Douglass Pool
- Accommodate Adult Distance Swimmers
- ADA Accessibility

Where we plan to improve:

- Energy efficiency (V.F.D. Motors/ LED Lights)
- Continue ADA Improvements
- Update Water Features (slides, play features, climbing walls)
- Update Pumps and Motors
- Increase Shade Areas

Golf

Lexington operates five public facilities each course unique in their offerings to the residents and visitors of Fayette County.

- **Kearney Hill Golf Links-** a Pete & PB Dye Design
- **Gay Brewer Jr. Course at Picadome-** Built in 1927, the oldest public facility
- **Lakeside Golf Course-** Adjacent to Jacobson Park
- **Tates Creek Golf Course-** Full service facility with a pool and banquet room
- **Meadowbrook Golf Course-** 18 hole Par 3 course



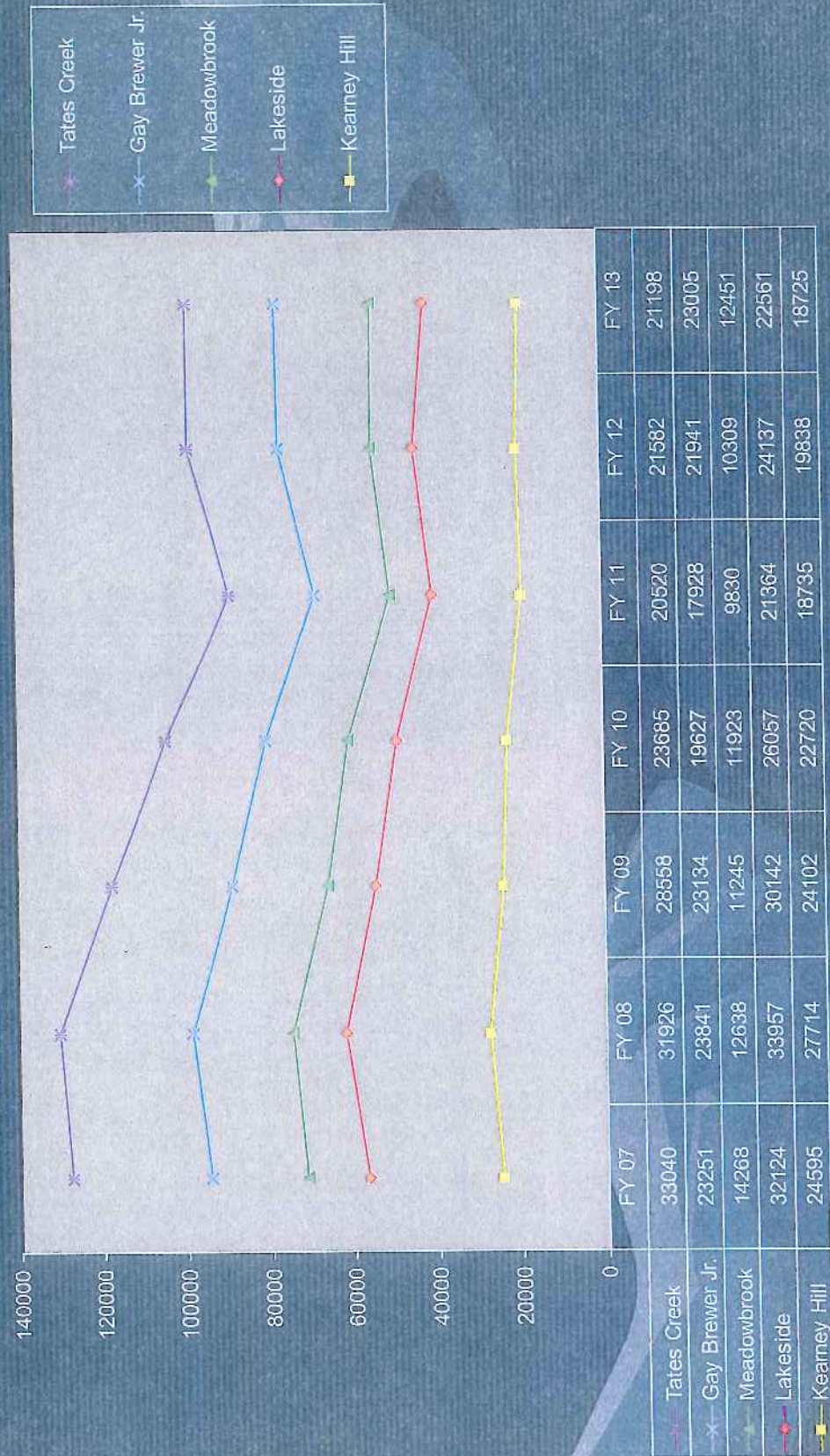
Golf Profit/Loss

GOLF	FY2011	FY2012	FY2013
Kearney Hill Revenue	\$ 866,066.00	\$ 948,980.00	\$ 850,700.00
Tates Creek Revenue	\$ 571,313.00	\$ 600,373.00	\$ 555,055.00
Lakeside Revenue	\$ 641,312.00	\$ 706,346.00	\$ 669,579.00
Gay Brewer Jr Revenue	\$ 569,364.00	\$ 655,695.00	\$ 647,274.00
Meadowbrook Revenue	\$ 120,435.00	\$ 126,427.00	\$ 124,905.00
Total Revenue	\$ 2,768,490.00	\$ 3,037,821.00	\$ 2,847,513.00
Total Expense	\$ (3,566,318.00)	\$ (3,376,032.00)	\$ (3,529,607.00)
Golf Car Debt	\$ (96,076.00)	\$ (96,076.00)	\$ (96,076.00)
Admin	\$ (138,016.00)*	\$ (138,016.00)*	\$ (166,685.00)
Net Profit	\$ (1,031,320.00)	\$ (572,303.00)	\$ (944,855.00)

* Did not include additional operating expenses

Golf Usage-

Rounds played per course



Golf Cost Comparison

Course	Mon-Fri Rate	Weekend Rate
Kearney Hill Golf Links	\$41.00	\$47.00
The Bull	\$39.00	\$49.00
Houston Oaks	\$35.00	\$42.00
Old Silo	\$39.00	\$49.00
Marriott Griffin Gate	\$60.00	\$70.00
Cherry Blossom	\$42.00	\$50.00
Gay Brewer	\$35.00	\$39.00
Peninsula	\$32.00	\$42.00
Gibson Bay	\$27.00	\$36.00
Canewood	\$31.00	\$36.00
Lakeside/Tates Creek	\$33.00	\$37.00
Duckers	\$32.00	\$38.00
Connaera	\$33.00	\$36.00
The Brook	\$31.00	\$36.00
Longview	\$27.00	\$34.00
Juniper	\$29.00	\$32.00
High Point	\$31.00	\$36.00
Golf Club of the Bluegrass	\$34.00	\$40.00

* Meadowbrook is unique as a par 3 walking course without any area comparisons

Golf Summary

What we do well:

- Senior Programming
- Ladies Programming
- Support of local high school teams
- Instruct youth through First Tee Program
- High quality facilities for residents and visitors
- Create loyalty

Where we plan to improve:

- Continue to cut cost
- Implement online reservation system and smart phone access
- Work towards faster & fun golf experience
- Increase marketing & brand awareness

Extended School Program (ESP)



The ESP Program is a joint venture with Fayette County Public Schools that is designed to provide high quality, affordable and licensed child care to students after school and in summer camps. They celebrated their 20th anniversary in 2013. They are licensed by the Cabinet for Families and Children. Currently ESP runs 11 elementary after school programs, 2 middle school before and after school programs, and 5 summer camps.

ESP Profit/Loss

ESP	FY2011	FY2012	FY2013
Operating Expenses	\$ 320,083.14	\$ 351,114.71	\$ 345,313.64
Full Time Salaries	\$ 344,824.00	\$ 311,223.88	\$ 317,291.58
Full Time Pension Expense	\$ 40,313.54	\$ 43,534.04	\$ 45,966.18
Seasonal & Part-Time Labor	\$ 1,144,521.59	\$ 1,263,005.89	\$ 1,193,456.57
Part-Time Pension Expense	\$ 95,349.49	\$ 96,948.12	\$ 83,844.40
Indirect Cost Allocation	\$ 251,210.00	\$ 267,317.00	\$ 201,920.00
Total Expense	\$ 2,196,301.76	\$ 2,333,143.64	\$ 2,187,792.37
Revenue	\$ 2,038,699.00	\$ 2,393,239.40	\$ 2,378,719.42
Net Profit	\$ (157,602.76)	\$ 60,095.76	\$ 190,927.05

ESP Usage



	2011	2012	2013
ACE	150	156	135
Booker T	39	34	29
Breckinridge	50	55	48
Dixie	116	-	95
Julius Marks	80	93	159
Liberty	159	181	210
Maxwell	214	198	50
Northern	33	39	149
Stonewall	195	185	39
William Wells	45	35	66
Yates	66	55	129
Piccadome	-	109	141
Wellington	-	123	126
REAL	110	120	-

ESP Cost Comparison

<u>Program</u>	<u>Weekly Rate</u>	<u>Part-time</u>	<u>Accepts Assistance</u>	<u>Offers Scholarships</u>
Extended School Program	\$50	\$30	Yes	Yes
YMCA	\$55	\$35	Yes	Yes
Fayette County After School	\$45-50 (varies by school)	\$30	Varies	Varies
Our House at the Pinnacle	\$85	N/A	Yes	No
Kids R Kids	\$85	\$65	Yes	No
La Petite Academy	\$98	\$50	Yes	No

ESP Summary

What we do well:

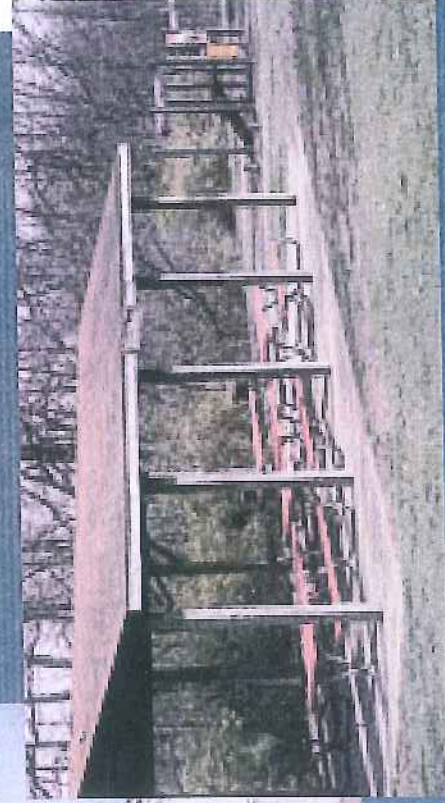
- Provide care in the summer for 8 weeks or more
- Offer snow day and full day programming at 4 schools across the county
- Have affordable rates and scholarships available to those in need
- Accept all forms of state and federal assistance

Where we plan to improve:

- Currently working on the implementation of automatic debit for weekly tuition costs
- Exploring options to better communication with parents via emails and/or social media
- Explore online enrollment

Rentals/External Special Events

- The Enterprise section offers everything from historic homes to modern meeting places for smaller affairs, to accommodate every need. Service varies from location and may include tables, chairs, spacious kitchens and an on-site maintenance coordinator.



Rentals & External Special Events Usage and Revenue

<u>Facility</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
<u>Rentals</u>			
Tates Creek Ballroom	386	399	368
McConnell Springs	46	49	161
Bell House	146	150	182
Masterson Station Facilities	52	42	61
Jacobson Shelters (7 total)	558	674	619
Masterson Shelters (3 total)	123	151	148
Shillito Shelters (5 total)	389	419	411
Southland Shelter (1 total)	50	52	54
Veterans Shelter (4 total)	104	104	98
<u>External Special Events</u>			
Cheapside Pavilion	97	117	89
Showmobile Rental	40	37	45
Grazz Park	21	23	30
Coldstream Races	23	32	30
Masterson Station Events	30	38	34
Total	2065	2287	2330
Revenue	\$244,372	\$249,084	\$236,435

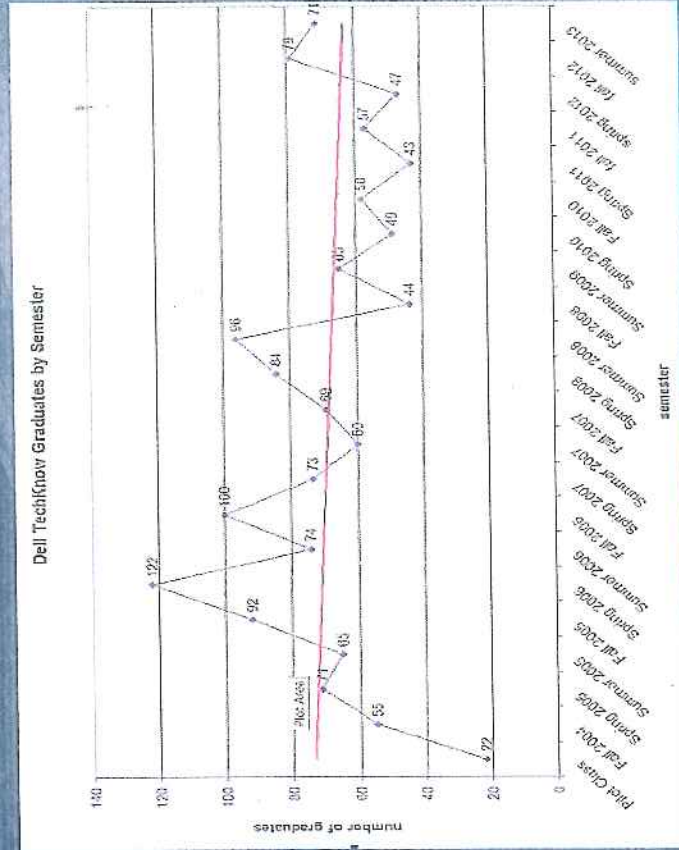
Technology

- Website Services-

Enterprise manages the division's website design, software support and handles all of the division's web help phone calls. This requires the coordination of software updates, keeping the website current with up to date information and handling registration for all the division's programs.

- Tubby's Clubhouse-

started in 2004 developed to bring computer technology education and equipment to middle school students. Thus far, a total of 1,496 students have completed the program.



Other Areas

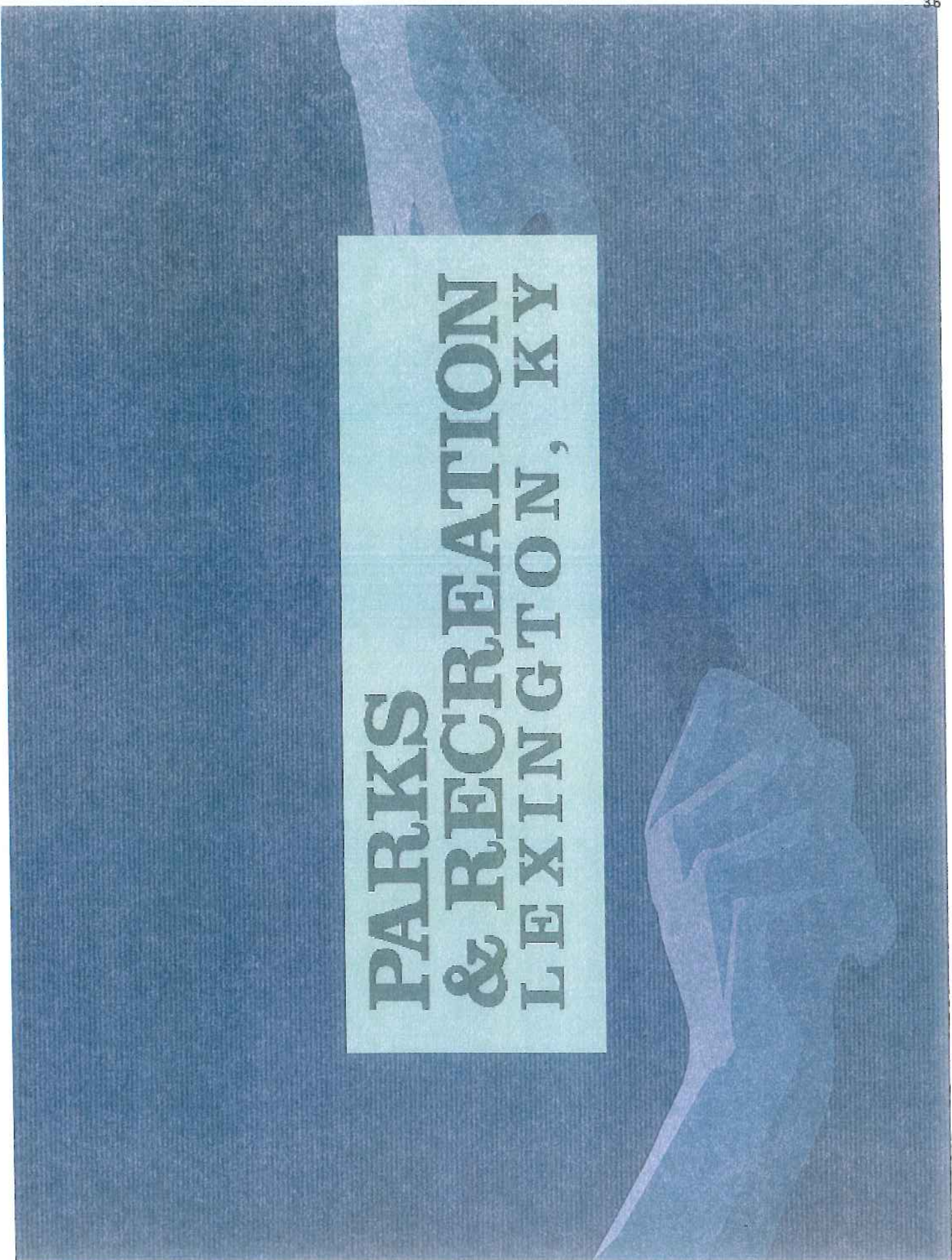
- Special Event Concessions- provides food and drink at various events each year, coordinates food vendors, & handles booster concessions.
- Volunteers- partnerships with a variety of individuals and organizations to improve our parks and facilities. Often provide a site coordinator and tools.
- Neighborhood Associations- handle and route calls for rentals, deal with complaints and monitor usage fees and submit work order requests.

Enterprise Main Points

- The Enterprise section touches the lives of over 350,000 participants on average each year.
- We also employ 750 people at our peak each summer.
- We have been without an ESP Manager and Aquatics Manager for over 3 years.
- We generate approximately \$6 million in revenue each year- with \$2 million a year attributed to the ESP Program and the rest going to the general fund.
- On average our expenditures exceed our revenue by \$1.5 million a year from the general fund

Conclusion

- We submit that the citizens of Lexington are privileged with top notch facilities and programs recognized as following best management practices by National over seeing body. On the whole, Enterprise includes:
 - 5 Golf Courses
 - 7 Pools
 - 13 Afterschool Programs
 - 5 Summer Camps
 - 27 Rental Facilities



PARKS & RECREATION LEXINGTON, KY

Lexington-Fayette County Coroner's Office
247 East Second Street
Lexington, Kentucky 40507

Coroner Gary W. Ginn

Coroner's Office Salary Proposal



Current Issues

- As you will see later in the presentation, the Coroner and Deputy Coroners devote a lot of time to their careers at the Coroner's Office, but some current issues that affect staff are:
 - The workload is large for Deputy Coroners, but many have to have second-jobs just to afford to make a living
 - Deputies prefer losing vacation and holiday time rather than taking time off work because they don't want to risk losing overtime on their on-call days because the overtime is also needed to help them make enough to get by
 - Employee retention and qualified candidate recruiting is very hard to do with the salary levels presently being so low
 - There's a large gap that exists in our staff due to turnover. We have a 12-year gap between a Deputy who has been there 14-years and the next Deputy in seniority who was hired in 2012
- **Coroners and Deputy Coroners are not considered Hazardous Duty though they're exposed to many on-the-job hazards**

Responsibilities of the Coroner and Deputy Coroners

- Coroners and Deputy Coroners have many responsibilities including:
 - Working an on-call rotation and being available 24-hours a day, 7-days a week when not on vacation
 - Responding to Death Scenes in a prompt manner so first responders can be available and back on the streets as quickly as possible
 - Pronouncing Individuals Deceased
 - Establishing the Identity of the Decedent
 - Establishing a Cause of Death
 - Establishing one of the six Manners of Death
 - ▶ Natural, Suicide, Homicide, Accident, Pending Investigation or Undetermined
 - Responding to hospitals when the manner of death is believed to be anything other than Natural

Responsibilities of the Coroner and Deputy Coroners

- Interviewing and interrogating witnesses, suspects, first responders, family members, and medical personnel
- Taking photographs to document the scene and the body
- Working in hazardous environments including in active traffic on roadways, rivers, construction sites, dilapidated houses, fire scenes and in scenes that are saturated with blood, feces, urine, insects, and other bio-hazards
- Working carefully with weapons, especially and most frequently handguns and firearms when individuals commit suicide
- Working in adverse weather conditions from sub-zero temperatures to temperatures in excess of 100-degrees
- Thoroughly conducting a post-mortem examination of the body which can be in many conditions from normal to decomposing, to skeletal
 - ▶ Decomposing bodies produce noxious odors, have maggots, and blisters containing decomposing fluids that bust when touched often getting onto the person who is examining the body
 - ▶ When skeletal remains are found the Coroner and Deputy Coroners analyze the skeleton and each bone to look for signs of trauma or abuse to determine a cause and manner of death
- Moving and lifting heavy bodies often in excess of 300-pounds
 - ▶ The first weekend of February we had a body in excess of 800-pounds

Responsibilities of the Coroner and Deputy Coroners

- Removing the Decedent from the place of death, maintaining a chain of custody log of the body, and transporting the body to the Coroner's Office or the Medical Examiner's Office in Frankfort
- Securing the scene, real estate, and personal property and sealing it until it can be released to an executor or family member
- Seizing illicit drugs, syringes, prescription narcotics, and other drug paraphernalia from residences to prevent further deaths and to test them to determine what they are if they are unidentifiable
- Locating family members and notifying them of the death, the cause and manner of death, and any other investigative information that can be released at the time that won't hurt the integrity of the investigation of adversely affect prosecution
- Providing assistance to families to help them through the early stages of the grieving process and providing a list of local funeral homes, referring them to professionals to assist them in their grief, and providing them with any other resources as needed or requested

Responsibilities of the Coroner and Deputy Coroners

- Assisting the Medical Examiner with obtaining records and documents and assisting them in the performance of autopsies when a case is referred to the Medical Examiner's Office
- Obtaining and bodily fluids using hypodermic needles for toxicology testing
 - ▶ These fluids include blood, urine, and vitreous fluid (from the eyes)
- Cleaning the body of blood, fecal matter, urine, and other substances so families can identify the individual at the Coroner's Office
- Obtaining tissue samples to be sent for DNA Testing
- Obtaining dental records to assist with Identifying bodies with severe trauma
- Obtaining medical records and thoroughly reviewing them to establish a cause of death
- Releasing information to the media while protecting the integrity of the case that won't adversely affect the prosecution of an offender
- Investigating all deaths that occur within Fayette County when a body will be cremated and authorizing the cremation of all bodies that die within the county

Responsibilities of the Coroner and Deputy Coroners

- Once all investigative work is complete, the Coroner or Deputy Coroner will release the body to the funeral home that the family chooses
- For cases in which an individual has no family, the Coroner or Deputy will release the name of the decedent and then provide the Public Administrator with necessary information to obtain a court order to bury the decedent. These cases are then referred to the Fayette County Indigent Burial Program which is now ran by the Fayette County Coroner's Office
- Maintaining the Fayette County Indigent Burial Program Accounts Receivable and Accounts Payable
- Maintaining a daily census of the morgue and custody log for each body that enters and leaves the building
- Disinfecting contaminated surfaces that bodies and fluids have touched with specialized chemicals to kill bacteria and pathogens
- Reviewing all Case Notes, Medical Records, Autopsy Reports, Police Reports, and Fire and EMS Reports to establish a cause and manner of death
 - ▶ A common misconception is that the autopsy report is final. Per KRS 72.210, Coroners and Deputy Coroners may overrule the Medical Examiner and establish a cause and manner of death that doesn't coincide with the autopsy report
- Once an investigation is complete, certifying the death by completing and signing a Death Certificate on each case and filing it with the Kentucky Office of Vital Statistics

Responsibilities of the Coroner and Deputy Coroners

- Responding to Open Records Requests on closed cases
- Maintaining open and closed cases and cross-checking case jackets to ensure that all cases are accounted for
- Meeting with the Child Fatality Review Board on a quarterly basis and finding solutions to prevent child and adolescent deaths
- Evaluating statistics to look for trends, to advise the public of statistical trends, and to assist outside agencies with preventing deaths due to current trends resulting in death
 - ▶ The Heroin Task Force, Child Fatality Review Board, Fayette County Schools, University of Kentucky, Transylvania University
- Working collaboratively with Police, Fire, EMS Personnel, the Commonwealth Attorney's Office, hospitals, nursing homes, Hospice of the Bluegrass, and local funeral homes to ensure that the process is as streamlined for them as it possibly can be
- Working on joint task forces with the Commonwealth Attorney, the U.S. Attorney and local Law Enforcement Agencies to assist with prosecution of offenders
- Working with out-of-county Law Enforcement Agencies and Commonwealth Attorney's Offices to assist in prosecuting offenders from cases that were transported to hospitals in Fayette County prior to death
- Testifying in court as needed

Caseloads

- The Coroner's Office investigates over 3,000 deaths per year
 - 600-650 Coroner Cases
 - 1,300-1,400 Cremation Investigations
 - 1,095 Healthcare Reported Deaths
 - 120 Indigent Burial Cases

Background of Previous

Pay Study

- A study was conducted by LFUCG Human Resources in 2007 evaluating the pay of the Coroner and Deputy Coroners
 - The study was completed but no action was ever taken
 - If we applied the results of the study now, most of the staff would be maxed out in their current pay grades
 - Rather than maxing out most employees, new pay grades need to be established that are within the scope of local and regional pay grades

Comparisons

- Philosophically, we compared ourselves to other certified individuals that conduct similar death investigations:
 - Police and Fire Investigators, at the Local Level, and
 - Full-time Deputy Coroners at a Regional level
 - Louisville, Kentucky
 - Cincinnati, Ohio
 - Columbus, Ohio
 - Indianapolis, Indiana
 - Knoxville, Tennessee

Local Comparisons

Local Police Comparison

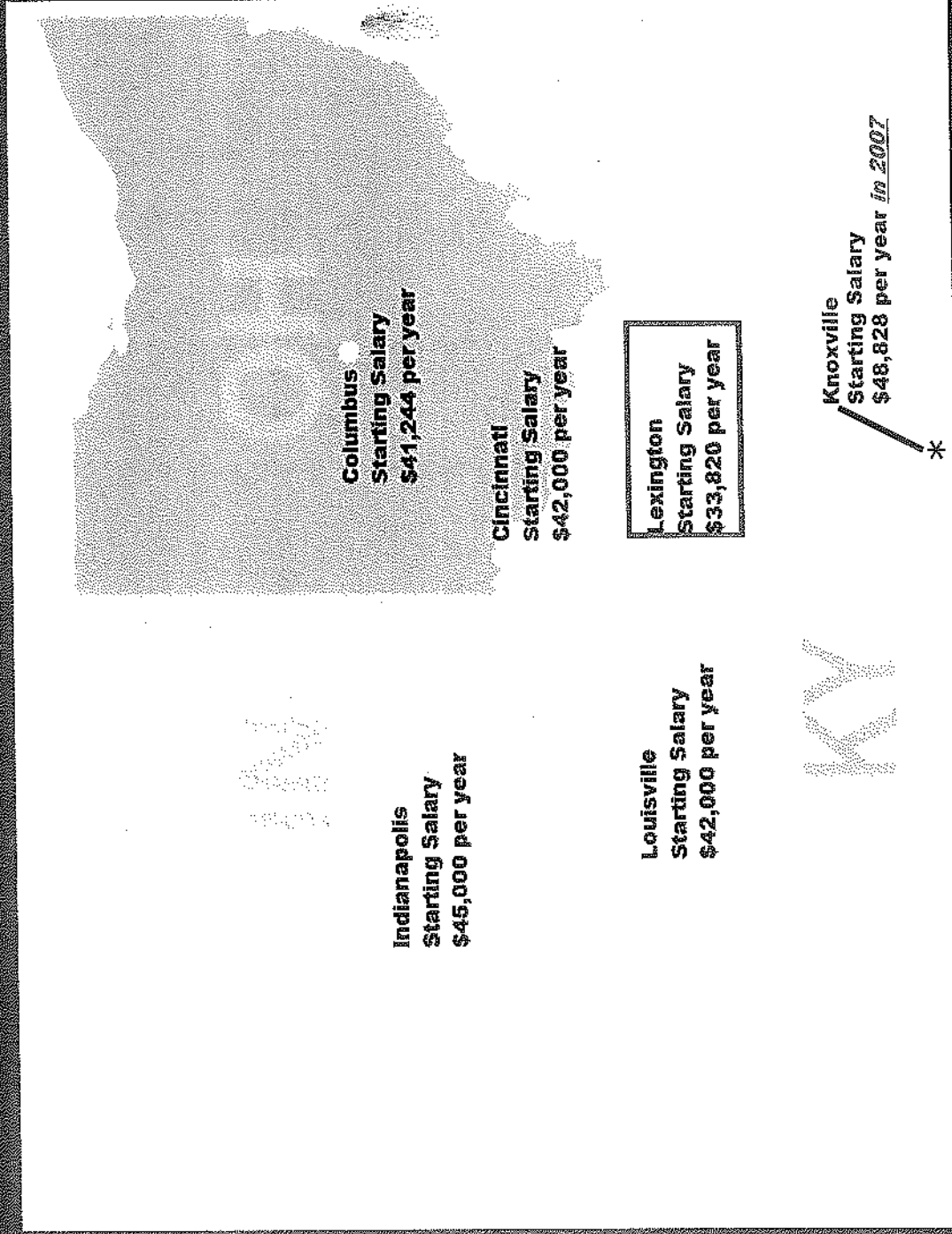
- Lexington Police Officers become eligible to become a Detective/Investigator two-years after completing their first-year probation (3 years of service)
 - A Lexington Police Officer with 3-years of service makes over \$45,000 per year.

Local Fire Comparison

- Lexington's Fire Investigators are Fire Lieutenants (Starting Salary of \$63,997) and Captains (Starting Salary of \$81,633)
 - Base pay for a firefighter out of training is around \$40,000
- Current Deputy Coroner Salary
- Deputy Coroner: Grade 112N
 - \$14.99 (31,187.52) - \$23.72 (\$49,352.16)

*The current salary range between all Deputy Coroners is between \$33,820 - \$35,000

Current Regional Comparisons



** These figures are lowest starting salaries for Deputy Coroners/Medical Examiner Investigators. Most start much higher based on education and experience.

Distinctions from other

Coroner's Offices

- It should be noted that the Jefferson County Coroner's Office and the Cincinnati Coroner's Office both included in our regional study do not remove or transport their own bodies
 - This creates many issues including chain-of-custody problems with the bodies
 - The bodies are not being transported by sworn staff and create liability if they are tampered with
 - This is also a huge added expense to their operational budgets
- Jefferson County Coroner's Office relies on the Kentucky State Medical Examiner in Louisville to retrieve toxicology samples

Educational Background of Staff

- Educational Background of our staff:
 - Four employees have Bachelor's Degrees in related fields
 - Three employees have Associate's Degrees in related fields
 - There is currently no supplement in pay to attract degree-holding job seekers
 - Three employees are currently Advanced and Master Coroners as recognized by the Kentucky Coroner's Association and two others will be after April this year which means that over 50% of our office staff will be Advanced and Master Coroners in April
 - There's no current recognition of rank other than a certificate for becoming an Advanced Coroner which requires 6-years of service or Master Coroner which requires 12-years of service
 - The Fayette County Coroner's Office is currently working to become the first accredited American Board of Medico Legal Death Investigators Coroner's Office in the state of Kentucky
 - ▶ We have 8-eligible employees who are preparing for the proctored exam at this time

Current Salary of a Lexington- Fayette County Deputy Coroner

- Deputy Coroner: Grade 112N
 - \$14.99 (\$31,187.52) - \$23.72 (\$49,352.16)

Proposal

- Establish an ordinance abolishing the six existing Deputy Coroner positions at the 112N pay grade and creating six new Deputy Coroner positions at the 118N pay grade
- Pay Grade: 118N
 - Min: \$22.85 \$47,534.24 - Max: \$37.32 \$77,636.00

Current Salary of a Lexington-Fayette County Assistant Coroner and Chief Deputy Coroner

- Assistant Coroner: Grade 119E
 - \$24.62 (\$51,199.20) - \$40.43 (\$84,092.32)
- Chief Deputy Coroner: Grade 113N
 - \$16.03 (\$33,344.48) - \$25.51 (\$53,067.04)

Proposal

- Establish an ordinance abolishing the Assistant Coroner Position at the 119E pay grade and Chief Deputy Coroner position at the 113N pay grade and create two Chief Deputy Coroner positions at the 121E pay grade
 - Pay Grade: 121E
 - Min: \$28.69 (\$59,666.68) – Max: \$47.59 (\$98,991.36)
- Establish a pay grade of 124E for the Coroner who currently doesn't fall into a specific pay grade
 - Pay Grade: 124E
 - Min: \$36.41 (\$75,736.96) – Max: \$61.29 (\$127,479.04)

Questions?

CORONER'S OFFICE REVIEW

Emp #	Name	Hire Date	Job Date	Seniority	Current Salary			Salary Range			C/R
					Hourly	Bi-Week	Annual	Min	Mid	Max	
Coroner											
41094	Ginn, Gary	6-Jan-03	6-Jan-03	4.8	29.307	2,345	60,959	n/a	n/a	n/a	n/a
Assistant Coroner - 054/119E											
22669	Dixon-Conder, C.	22-Dec-86	22-Jun-98	9.3	27.193	2,175	56,561	48,580	64,178	79,793	0.88
Chief Deputy Coroner - 053/113N											
33646	White, Miles	23-Jun-97	12-Mar-01	6.6	17.730	1,418	36,878	31,639	40,991	50,353	0.90
Deputy Coroner - 051/112N											
34840	McCarthy, John	22-Dec-97	3-Mar-99	8.6	15.657	1,253	32,567	29,592	38,203	46,829	0.85
38728	Titlow, Onda Shea	29-Jan-01	29-Jan-01	6.7	15.321	1,226	31,868	29,592	38,203	46,829	0.83
40697	Owens, Larry	15-Jul-02	15-Jul-02	5.3	14.991	1,199	31,181	29,592	38,203	46,829	0.82
40729	Mueller, Sterling	29-Jul-02	29-Jul-02	5.2	14.991	1,199	31,181	29,592	38,203	46,829	0.82
44402	Davis, Sarah	20-Mar-06	20-Mar-06	1.6	14.291	1,143	29,725	29,592	38,203	46,829	0.78

Coroner's Staff
Market Analysis

Job	Current LFUCG			Proposed			Current LFUCG Equivalent		
	Min	Mid	Max	Min	Mid	Max	Min	Mid	Max
Assistant Coroner	48,580	64,178	79,793	49,067	63,723	79,379	48,580	64,178	79,793
Chief Deputy Coroner	31,639	40,991	50,353	43,738	56,803	69,868	38,981	54,999	63,024
Deputy Coroner	29,592	38,203	46,829	31,120	40,415	49,711	31,639	40,991	50,353
	0.77	1.00	1.23	0.77	1.00	1.23	0.77	1.00	1.23

Compa-Ratios

Range Penetration/Compa-Ratio Table

<u>Assistant Coroner</u>					
Related Experience (years)	3	8	13		
Compa-Ratio	0.77	1.00	1.23		
Target Proposed Salary	49,067	63,723	78,379		
Dixon-Conder				Exp.	Target Salary Current Salary %
				9.3	67,423 56,561 19.2%
Cap at				59,000	-1,439 2.5%
					1439

<u>Chief Deputy Coroner</u>					
Related Experience (years)	2	7	12		
Compa-Ratio	0.77	1.00	1.23		
Target Proposed Salary	43,738	56,803	69,868		
White, Miles				Exp.	Target Salary Current Salary %
				6.6	54,557 36,878 47.9%
					-17,679
					17679.00

<u>Deputy Coroner</u>					
Related Experience (years)	1	6	11		
Compa-Ratio	0.77	1.00	1.23		
Target Proposed Salary	31,120	40,415	49,711		
McCarthy, J				8.6	45,431 32,567 39.5%
Tittlow, O				7.0	43,866 31,868 37.6%
Owens, L				6.3	40,994 31,181 31.5%
Mueller, S				5.2	39,223 31,181 25.8%
Davis, S				1.6	32,277 29,725 8.6%
					-12,864
					-11,998
					9813
					8042
					-2,552
					12864.00
					11998
					2552

Market Data / Proposed Salary Ranges

	Lou	Knox	Lake Co.	Average	Aged 3%	Min	Mid	Max
Coroner	59,433	n/a	n/a	59,433	61,216	47,136	61,216	75,296
Chief Deputy Coroner	60,258	63,476	n/a	61,867	63,723	43,067	63,723	78,379
Senior Deputy Coroner	46,821	63,476	n/a	55,149	56,803	43,738	56,803	69,868
Deputy Coroner	41,937	28,000	47,778	39,238	40,415	31,120	40,415	49,711

Deputy Coroner- Knox (10.75 hourly/non-exempt hiring range not actual pay rate)

Coroner's Office **Market Study - January 2007**

Location	Job Title	Salary Range		
		Min	Mid	Max
Knoxville	Medico-Legal Investigator	48,828	63,476	78,124
Knoxville	Forensic Office Manager	42,684	55,442	68,236
Knoxville	Autopsy-Technician (hiring range)	10.00	10.75	11.50

Lake Co., IL	Deputy Coroner	42,723	47,778	52,832
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Nueces Co., TX	Medical Examiner (actual rate)		151,195	
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Cincinnati	Chief Deputy Coroner (actual rate)		165,000	Board Certified Forensic Pathologists
Cincinnati	Deputy Coroner (actual rate)		158,300	Board Certified Forensic Pathologists
Cincinnati	Deputy Coroner (actual rate)		153,000	Board Certified Forensic Pathologists
Cincinnati	Deputy Coroner (actual rate)		132,600	Board certification pending
Cincinnati	Deputy Coroner (actual average)		147,967	

Louisville	Coroner (actual rate)		59,433	Elected Official (single incumbent)
Louisville	Chief Deputy Coroner (actual rate)		60,258	Appointed Position (single incumbent)
Louisville	Senior Deputy Coroner (actual rate)		46,821	(single incumbent)
Louisville	Deputy Coroner (actual avg)		41,937	(11 incumbents)

single broadband range: Min = 10,712 Max = 104,000

General Government Committee Referrals

Item	Referred By	Date Referred	Status
Relationship with the BGADD	Myers	04/12/12	After Audit
Procedure for Underwriting or Sponsoring one of our Facilities or Parks	Gorton	03/06/13	Mar 2014
Moving Human Resources from the Department of Law to the Office of the CAO	Gorton/Link	06/20/13	Feb 2014
Building Security, 200 East Main Street	Gorton	08/29/2013	Mar 2014
Grant Review Process	Scotchfield	09/10/2013	
Restructuring to Remove the Division of Budgeting from the Department of Finance	Gorton	12/03/2013	
Impact of Vacant Positions on Parks, Maintenance & Programming	Gorton	12/03/2013	Mar 2014
Presentation of Information Regarding Enterprise Programs in Parks & Recreation	Gorton	12/03/2013	Feb 2014
Presentation of Information on Status of Barrier Free Playgrounds	Gorton	12/03/2013	
Explore Sharing of Artistic Direction, Box Office & Technical Services with Downtown Arts Center (DAC)	Gorton	12/03/2013	
Establishment of Standardized Cell Phone Procurement Process	Gorton	12/03/2013	Mar 2014
Coroner's Staff Salaries & Classification	Henson	01/28/2014	Feb 2014