



County Coroner

John R. Baird, MD, MPH

Staffing – Coroner Office

December 21, 2015

I am requesting an increase in the 2016 budget for the second deputy coroner position to go from $\frac{3}{4}$ to full time. Currently we have two deputy coroners. Kriste Ross, at full time, and Brandee Godfrey at $\frac{3}{4}$ time. We also have a part time death investigator, Darin Haverland, who is paid hourly and covers on average 2 weekends a month. Because of his level of experience, when he is on call one of the deputy coroners backs him up and checks his work. Brandee Godfrey has resigned her position as of December 20 to move to Wisconsin.

In November 2013 when we made the transition from contracted employees to employed individuals I tried to be as conservative as possible and slowly change to our current way of doing business. I attempted to keep the costs down and continue the coverage as we had for years. Now as the office evolves, we have a physical office, more visibility, and an increasing work load. I feel a need to change how the hours and office time for the deputies are set up and we really need two full time deputies. As soon as this discussion and decision are completed I will advertise for this position. My impression of the job market and potential interested individuals is that we will have more success finding someone with the appropriate background only if this is a full time position.

Our case load and complexity increase each year. In 2013 we had 247 cases, 2014 we had 395 cases and as of December 14 we have had 416 cases in 2015. The new morgue and office are great and a tribute to our county. I am finding that the daytime hours bring us the majority of calls and also are the time when follow-up, phone calls, case review, and discussions with other agencies take place. My plan would be to require both deputies to cover some daytime hours so the office is more fully staffed. The office work and call hours would be divided equally between them.

Keith Berndt and I have discussed this request. I appreciate your consideration.

SUGGESTED MOTION:

Move to amend the Coroner's 2016 budget by \$17,710 to accommodate hiring a full time death investigator instead of a three quarters time position.

Sincerely,

A handwritten signature in dark ink that reads "John R. Baird". The signature is written in a cursive, flowing style.

John R. Baird, MD, MPH
Coroner

1220 25th Street South
Fargo, North Dakota 58103

701-241-5920
FAX 701-241-5922

	Original	Adjustment	Adjusted
Full Time Salary	57,866	53,610	111,476
Part Time	43,399	(43,399)	-
Social Security	5,549	1,321	6,870
Medicare	1,298	308	1,606
Retirement	12,415	1,250	13,665
Health Insurance	17,388	4,500	21,888
Dental Insurance	<u>840</u>	<u>120</u>	<u>960</u>
Salary & Benefits	138,755	17,710	156,465