

1 [Accept-Expend Federal Grant]

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3 **Resolution authorizing the Office of the Chief Medical Examiner to accept and expend a**  
4 **grant in the amount of \$95,000 from the Paul Coverdell Forensic Science Improvement**  
5 **Grants Program of the Department of Justice.**

6

7 WHEREAS, In order to improve the quality and timeliness of the forensic services of  
8 the Office of the Chief Medical Examiner of the City and County of San Francisco, we propose  
9 to acquire, install, and operate a laboratory management system (LIMS) with associated  
10 computer hardware, software, and training for personnel in the use of LIMS for the Forensic  
11 Laboratory Division of the Office of the Chief Medical Examiner; and

12 WHEREAS, The computerization of the information and data management of the  
13 Forensic Laboratory Division of the Office of the Chief Medical Examiner is required for  
14 compliance with federal laboratory guidelines and for the Office of the Chief Medical Examiner  
15 to become accredited by the American Board of Forensic Toxicologists (ABFT) and to remain  
16 accredited by the National Association of Medical Examiners (NAME); and

17 WHEREAS, The absence of a LIMS causes delays in the accessioning, analysis and  
18 technical review of laboratory data and information ultimately resulting in delayed report  
19 issuance to the public, other City and County of San Francisco agencies, and the criminal  
20 justice system; and,

21 WHEREAS, The LIMS will give the Office of the Chief Medical Examiner the capability  
22 to accession and analyses cases using automatic importation of analytical instrument data,  
23 creation of databases and reduction of repetitive data entry and inaccuracies; and,

24 WHEREAS, The LIMS will allow for the stream-lining and security of many processes  
25 such as the scheduling of the creation of customized forensic evidence kits, work lists, and

1 inventories. By employing LIMS, the Office of the Chief Medical Examiner will be able to  
2 maintain accurate chain-of-custody records and detailed histories on every piece of evidence  
3 that passes through the laboratory; and,

4 WHEREAS, The Office of the Chief Medical Examiner proposes to maximize use of  
5 available grant funds on program expenditures by not including indirect costs in the grant  
6 budget; now, therefore, be it

7 RESOLVED, That the Board of Supervisors hereby waives inclusion of indirect costs in  
8 the grant budget; and, be it

9 FURTHER RESOLVED, That the Board of Supervisors of the City and County of San  
10 Francisco recognizes the Office of the Chief Medical Examiner of the City and County of San  
11 Francisco provides vital services to the citizens of the City and County of San Francisco; and  
12 be it

13 FURTHER RESOLVED, That to improve the aforementioned services the Board of  
14 Supervisors of the City and County of San Francisco gives the Office of the Chief Medical  
15 Examiner the authority to accept and expend \$95,000 from the Paul Coverdell Forensic  
16 Science Improvement Grants Program of the Department of Justice.

17 Recommended:

18 Approved: \_\_\_\_\_  
Mayor

19 \_\_\_\_\_  
20 Department Head

21 Approved: \_\_\_\_\_  
Controller