



CORONER - 06

Budget Summary and Highlights: A budget of \$30,888 is proposed for 2020. This is up approximately 1% or \$330 from 2019. Revenues are projected at \$5750, down slightly from 2019. A levy increase of \$800 (4.5%) is proposed.

Function:

The coroner is responsible for the medical-legal death investigations in Bayfield County. Determining what deaths are to be investigated is the responsibility of the coroner as directed by state statutes. Collaboration with law enforcement and the district attorney in the interest of public safety is a crucial and necessary function of the coroner's office. Since the office of coroner is an elected position, the elected coroner is directly responsible to the citizens of the county and their elected representatives.

Main Responsibilities:

- Perform administrative duties (policy, budget and personnel functions)
- Appoint, supervise and train competent deputy coroners to act in behalf of the coroner in his/her absence
- Develop written guidelines for reporting deaths within the county and for the pronouncement of death outside of a hospital or nursing home
- Conduct thorough and independent investigations of deaths which are reportable under state statute 979.01 and 979.10 and issue the necessary permits for disposition of the bodies
- Report deaths in a timely manner to the district attorney, law enforcement personnel and other federal, state and local authorities as determined by the situation
- Make decisions with respect to the necessity of an autopsy, toxicology, and other testing
- Obtain biological samples in a method consistent with medical and legal standards of practices
- Properly document every case investigated and all property recovered and released to the next of kin
- Properly complete the medical certification on a death certificate for every case reported under state statute 979.01 (the medical certification must comply with standards for timeliness and completeness as issued by the State Registrar per state statute 69.18)
- Communicate with the family and loved ones of the next of kin in a professional manner, including death notification and appropriate release of all information regarding the cause and manner of death

- Upon request of a court, give accurate and complete testimony as to the method of investigation used in a particular case and the findings of that investigative process
- Prepare/update a county plan of action for the mortuary section of the county emergency operation plan and act as mortuary officer in the event of a multiple fatality disaster

FY 2020 Goals:

- One deputy to attend the Death Investigation Week Long Course in St. Louis.
- Adjust Cremation Fees to account for response and travel time.
- Begin utilizing the state vital records computer program.
- Respond to calls promptly.



2020 Coroner-06

Budget Year 2020

Account	Account Description	2017 Actual Amount	2018 Actual Amount	2019 Adopted Budget	2019 Estimated Amount	2020 Department	2020 Administrator	2020Admin/2019Ad opt
Fund 100 - General								
REVENUE								
Department 06 - Coroner								
<i>Public Charges for Services</i>								
<i>Other Public Charges for Services</i>								
46202	Cremation Fees	5,425.00	5,550.00	6,500.00	5,500.00	6,500.00	5,750.00	88
	<i>Other Public Charges for Services Totals</i>	<u>\$5,425.00</u>	<u>\$5,550.00</u>	<u>\$6,500.00</u>	<u>\$5,500.00</u>	<u>\$6,500.00</u>	<u>\$5,750.00</u>	<u>88%</u>
	<i>Public Charges for Services Totals</i>	<u>\$5,425.00</u>	<u>\$5,550.00</u>	<u>\$6,500.00</u>	<u>\$5,500.00</u>	<u>\$6,500.00</u>	<u>\$5,750.00</u>	<u>88%</u>
	Department 06 - Coroner Totals	<u>\$5,425.00</u>	<u>\$5,550.00</u>	<u>\$6,500.00</u>	<u>\$5,500.00</u>	<u>\$6,500.00</u>	<u>\$5,750.00</u>	<u>88%</u>
	REVENUE TOTALS	<u>\$5,425.00</u>	<u>\$5,550.00</u>	<u>\$6,500.00</u>	<u>\$5,500.00</u>	<u>\$6,500.00</u>	<u>\$5,750.00</u>	<u>88%</u>
EXPENSE								
Department 06 - Coroner								
<i>Personal Services</i>								
50111	Department Head	5,885.10	6,003.14	6,123.00	6,123.00	6,246.00	6,246.00	102
50140	Per Diem	950.00	8,025.00	7,350.00	5,350.00	7,250.00	7,000.00	95
50151	Fica/Medicare	572.61	795.85	1,031.00	878.00	1,032.00	1,000.00	97
50152	Co. Share Retirement	444.34	485.96	.00	67.00	.00	.00	
	<i>Personal Services Totals</i>	<u>\$7,852.05</u>	<u>\$15,309.95</u>	<u>\$14,504.00</u>	<u>\$12,418.00</u>	<u>\$14,528.00</u>	<u>\$14,246.00</u>	<u>98%</u>
	<i>Contractual Services</i>							
50225	Telephone	303.63	317.12	400.00	325.00	312.00	312.00	78
50250	Special Services	26,442.22	12,853.08	10,000.00	15,000.00	12,000.00	12,000.00	120
	<i>Contractual Services Totals</i>	<u>\$26,745.85</u>	<u>\$13,170.20</u>	<u>\$10,400.00</u>	<u>\$15,325.00</u>	<u>\$12,312.00</u>	<u>\$12,312.00</u>	<u>118%</u>
	<i>Supplies and Expense</i>							
50310	Office Supplies	.00	.00	.00	100.00	50.00	50.00	
50311	Postage	.00	.00	.00	30.00	30.00	30.00	
50320	Publication,Subscriptions & Dues	.00	.00	.00	30.00	150.00	150.00	
50325	Registration Fees & Tuition	850.00	30.00	1,500.00	500.00	600.00	600.00	40
50332	Mileage	233.28	1,925.97	2,750.00	2,750.00	2,750.00	2,500.00	91
50335	Meals	.00	112.74	400.00	100.00	200.00	200.00	50
50336	Lodging	.00	733.95	1,000.00	500.00	800.00	800.00	80
	<i>Supplies and Expense Totals</i>	<u>\$1,083.28</u>	<u>\$2,802.66</u>	<u>\$5,650.00</u>	<u>\$4,010.00</u>	<u>\$4,580.00</u>	<u>\$4,330.00</u>	<u>77%</u>
	Department 06 - Coroner Totals	<u>\$35,681.18</u>	<u>\$31,282.81</u>	<u>\$30,554.00</u>	<u>\$31,753.00</u>	<u>\$31,420.00</u>	<u>\$30,888.00</u>	<u>101%</u>
	EXPENSE TOTALS	<u>\$35,681.18</u>	<u>\$31,282.81</u>	<u>\$30,554.00</u>	<u>\$31,753.00</u>	<u>\$31,420.00</u>	<u>\$30,888.00</u>	<u>101%</u>
Fund 100 - General Totals								
	REVENUE TOTALS	<u>\$5,425.00</u>	<u>\$5,550.00</u>	<u>\$6,500.00</u>	<u>\$5,500.00</u>	<u>\$6,500.00</u>	<u>\$5,750.00</u>	<u>88%</u>
	EXPENSE TOTALS	<u>\$35,681.18</u>	<u>\$31,282.81</u>	<u>\$30,554.00</u>	<u>\$31,753.00</u>	<u>\$31,420.00</u>	<u>\$30,888.00</u>	<u>101%</u>
	Fund 100 - General Totals	<u>(\$30,256.18)</u>	<u>(\$25,732.81)</u>	<u>(\$24,054.00)</u>	<u>(\$26,253.00)</u>	<u>(\$24,920.00)</u>	<u>(\$25,138.00)</u>	<u>105%</u>



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Budget Year 2020

Net Grand Totals							
REVENUE GRAND TOTALS	\$5,425.00	\$5,550.00	\$6,500.00	\$5,500.00	\$6,500.00	\$5,750.00	88%
EXPENSE GRAND TOTALS	\$35,681.18	\$31,282.81	\$30,554.00	\$31,753.00	\$31,420.00	\$30,888.00	101%
Net Grand Totals	(\$30,256.18)	(\$25,732.81)	(\$24,054.00)	(\$26,253.00)	(\$24,920.00)	(\$25,138.00)	105%

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