



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

PAGE 1 OF 2

DATE: 02/21/2024

**SUBJECT: APPROVAL OF A REASSIGNMENT OF SPACE TO CONVERT AN
OFFICE SUPPLY ROOM INTO THE FORENSIC FELLOW OFFICE
ON THE SECOND FLOOR OF THE MEDICAL EXAMINER'S OFFICE**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve a reassignment of space to convert an Office Supply Room into a Forensic Fellow Office on the second floor of the Medical Examiner's Office located at 200 Feliks Gwozdz Place, in Fort Worth.

BACKGROUND

The Forensic Pathology Fellowship began in 2004 and is fully accredited by the American Council for Graduate Medical Education (ACGME). The student Fellow works with the medical examiners and scientific staff while receiving twelve (12) months of work experience at the Medical Examiner's Office. When the program is completed successfully, the Fellow will graduate and become eligible to sit for the board examination in forensic pathology after which one may pursue a career as a forensic pathologist.

The Medical Examiner's Office is required to hire an additional Deputy Medical Examiner to meet the national accreditation requirements. As a result, the existing office space will be occupied by the new Deputy Medical Examiner which will create a shortage of office space for the next Forensic Fellow.

With approval, the existing Office Supply room on the second floor will be converted into an office space. All the shelving and supplies currently stored in the Office Supply room will be moved to another storage room in the building. The new Forensic Fellow will utilize existing office furniture.

FISCAL IMPACT

There is no fiscal impact associated with this item.

| | | | |
|---------------|-----------------------|------------------------------|-------------------------------|
| SUBMITTED BY: | Facilities Management | PREPARED BY: APPROVED BY: | Frank Lopez Michael Amador |
|---------------|-----------------------|------------------------------|-------------------------------|