

NO. 25 - 0321 -

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF SPOKANE COUNTY, WASHINGTON

IN THE MATTER CONCERNING AN
AGREEMENT TO PROVIDE SUPPORT
SERVICES BY THE SPOKANE COUNTY
MEDICAL EXAMINER TO THE SPOKANE
REGIONAL HEALTH DISTRICT ADULT
OVERDOSE AND SUICIDE FATALITY
MULTI-DISCIPLINARY CASE REVIEW
PANEL

RESOLUTION

WHEREAS, pursuant to RCW 36.01.030, the powers of Spokane County can only be exercised through the Board of County Commissioners of Spokane County, Washington ("the Board"); and

WHEREAS, pursuant to Chapter 39.34 RCW, any two or more public agencies may enter into agreements with one another for joint or cooperative action; and

WHEREAS, pursuant to Resolution No. 96-0877 and RCW 36.24.190, the Spokane County Medical Examiner performs the statutory duties of coroner in Spokane County; and

WHEREAS, pursuant to Chapter 39.34 RCW, any two or more public agencies may enter into agreements with one another for joint or cooperative action; and

WHEREAS, pursuant to RCW 70.05.210, the Washington State legislature found that the mortality rate in Washington State due to overdose, withdrawal, and suicide is unacceptably high, and that such mortality may be preventable. The legislature further found that through the performance of overdose, withdrawal, and suicide fatality reviews, preventable causes of mortality could be identified and addressed, thereby reducing the number of overdose, withdrawal, and suicide fatalities in Washington State; and

WHEREAS, the Spokane Regional Health District (SRHD) is convening an Adult Overdose & Suicide Fatality Review Panel to review deaths in Spokane County caused by overdose, withdrawal, and suicide, and requests the participation of the Spokane County Medical Examiner's Office; and

WHEREAS, the Spokane County Medical Examiner and SRHD desire to enter into the agreement for a 5-year term.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Spokane County, Washington, that the interlocal agreement between the Spokane County Medical Examiner and SRHD, attached hereto and incorporated herein, is hereby approved.

BE IT FURTHER RESOLVED that a majority of the Board, the Chair of the Board, the Chief Executive Officer, or the Spokane County Medical Examiner or designee, may execute, at other than an open public meeting, the interlocal agreement attached hereto, as well as any other documents necessary to give effect to this resolution.

PASSED AND ADOPTED this 8th day of July, 2025.



ATTEST:

Ginna Vasquez
Ginna Vasquez, Clerk of the Board

BOARD OF COUNTY COMMISSIONERS
OF SPOKANE COUNTY, WASHINGTON

Mary L. Kuney
MARY L. KUNEY, CHAIR

Josh Kerns
JOSH KERNS, VICE-CHAIR

Al French
AL FRENCH, COMMISSIONER

Amber Waldref
AMBER WALDREF, COMMISSIONER

Chris Jordan
CHRIS JORDAN, COMMISSIONER

**SPOKANE COUNTY INTERLOCAL AGREEMENT WITH
SPOKANE REGIONAL HEALTH DISTRICT REGARDING
THE ADULT OVERDOSE & SUICIDE FATALITY MULTIDISCIPLINARY CASE
REVIEW PANEL**

THIS INTERLOCAL AGREEMENT, made and entered into by and between SPOKANE COUNTY, a political subdivision and municipal corporation of the State of Washington, having offices for the transaction of business at 1116 West Broadway, Spokane, WA, 99201, hereinafter referred to as the "COUNTY", and SPOKANE REGIONAL HEALTH DISTRICT, a municipal corporation of the State of Washington, having offices for the transaction of business at 1101 West College Avenue, Spokane, Washington, 99201, hereinafter referred to as "SRHD," jointly hereinafter referred to as the "PARTIES."

W I T N E S S E T H:

WHEREAS, pursuant to the provisions of RCW 70.05.030, members of the Board of County Commissioners of Spokane County, Washington, and individuals who are not elected officials but are selected from the categories set forth in RCW 70.05.030 shall constitute the local board of health; and

WHEREAS, pursuant to the provisions of RCW 70.05.060, the local board of health shall have supervision over all matters pertaining to the preservation of the life and health of the people within its jurisdiction; and

WHEREAS, pursuant to the provisions of RCW 36.32.120(6), the Board of County Commissioners of Spokane County Washington (hereinafter sometimes referred to as "Board of County Commissioners") has the care of county property and the management of county funds and business; and

WHEREAS, pursuant to the provisions of chapter 39.34 RCW local governments are enabled and permitted to make the most efficient use of their powers by cooperating with other governmental units on a basis of mutual advantage; and

WHEREAS, RCW 39.34.240 requires public agencies to enter into a written agreement that conforms to the policies of the Office of Cybersecurity when a public agency requests Category 3 or higher data (as defined in policy established in accordance with RCW 43.105.054) from another public agency; and

WHEREAS, pursuant to RCW 70.05.210(1) the Washington State legislature found that the mortality rate in Washington State due to overdose, withdrawal and suicide is unacceptably high and that such mortality may be preventable. The legislature further found that through the performance of overdose, withdrawal and suicide fatality reviews, preventable causes of mortality could be identified and addressed, thereby reducing the number of overdose, withdrawal and suicide fatalities in Washington State; and

WHEREAS, pursuant to RCW 70.05.210(2)(a) a local health department may establish multidisciplinary overdose, withdrawal and suicide fatality review teams to review overdose,

withdrawal and suicide deaths and to develop strategies for the prevention of overdose, withdrawal and suicide fatalities; and

WHEREAS, pursuant to RCW 70.05.210(3)(a) all health care information collected as part of an overdose, withdrawal and suicide fatality review is confidential, subject to the restrictions on disclosure provided for in chapter 70.02 RCW and 42 CFR Part 2. When documents are collected as part of an overdose, withdrawal and suicide fatality review, the records may be used by the local health departments for the purposes of the review; and

WHEREAS, the Spokane Regional Health District (SRHD) is convening an adult fatality review panel to review deaths in Spokane County caused by overdose, withdrawal and suicide in accordance with RCW 70.05.210 which will be called the Adult Overdose & Suicide Fatality Review Panel and requests the participation of the Spokane County Medical Examiner's Office; and

WHEREAS, pursuant to the provisions of RCW 70.05.210 the Spokane County Medical Examiner's Office is instrumental to the success of the SRHD's Adult Overdose & Suicide Fatality Review process. The Spokane County Medical Examiner's Office will be involved with the Adult Overdose & Suicide Fatality Review process by providing the SRHD with adult overdose, withdrawal and suicide death notifications, access to case files and records on-site at the Spokane County Medical Examiner's office and participation on the Case Review Panel.

NOW THEREFORE, for and in consideration of mutual promises set forth hereinafter, the PARTIES agree as follows:

SECTION NO. 1: PURPOSE

The purpose of this Interlocal Agreement is to set forth the PARTIES' understanding of the terms and conditions under which the Spokane County Medical Examiner's Office will provide support services to the SRHD Adult Overdose & Suicide Fatality Review process.

SECTION NO. 2: SCOPE OF SERVICES

The support services to be provided by the Spokane County Medical Examiner's Office to the SRHD Adult Overdose & Suicide Fatality Review process are outlined in the "Scope of Services" attached hereto as Attachment "A" and incorporated herein by reference.

SECTION NO. 3: DURATION

This Interlocal Agreement shall be effective, June 1, 2025 and run through May 31, 2030, unless terminated earlier by the PARTIES. Prior to the Interlocal Agreement termination date, the PARTIES shall determine whether the end date shall be extended. Any such extension shall be in writing and signed by representatives of both parties.

SECTION NO. 4: COMPENSATION/PAYMENT

It is anticipated that no compensation/payment shall be made to the Spokane County Medical Examiner's Office for participation in the SRHD Adult Overdose & Suicide Fatality Review

process.

SECTION NO. 5: INDEPENDENT CONTRACTOR

The PARTIES intend that an independent contractor relationship will be created by this Interlocal Agreement. Neither SRHD, nor any agent, employee, consultant, subcontractor, agency or otherwise of SRHD shall be deemed to be an employee, agent, consultant, subcontractor, agency or otherwise of SPOKANE COUNTY for any purpose nor shall they identify or hold themselves out as the same. Likewise, neither SPOKANE COUNTY nor any agent, employee, consultant, subcontractor, agency or otherwise of SPOKANE COUNTY shall be deemed to be an agent, employee, consultant, subcontractor, agency or otherwise of the SRHD for any purpose, nor shall they identify or hold themselves out as the same. Neither the SRHD nor any agent, employee, consultant subcontractor, or agency of the SRHD is entitled to any of the benefits that SPOKANE COUNTY provides for SPOKANE COUNTY employees, including, but not limited to, health insurance, sick leave, PTO, vacation, pension, longevity, disability leave, or any other benefit provided. Neither SPOKANE COUNTY nor any agent, employee, consultant, subcontractor, or agency of SPOKANE COUNTY is entitled to any of the benefits that the SRHD provides for the SRHD employees, including, but not limited to, health insurance, sick leave, PTO, vacation, pension, longevity, disability leave, or any other benefit provided.

The SRHD will be solely and entirely responsible for its acts and the acts of its agents, employees, consultants, subcontractors, agencies, or otherwise, during the performance of this Interlocal Agreement. SPOKANE COUNTY will be solely and entirely responsible for its acts and the acts of its agents, employees, consultants, subcontractors, agencies or otherwise, during the performance of this Interlocal Agreement.

The SRHD shall be solely responsible for paying any and all taxes associated with services provided by the SRHD, including but not limited to income and social security taxes. SPOKANE COUNTY shall be solely responsible for paying any and all taxes associated with services provided by SPOKANE COUNTY, including but not limited to income and social security taxes.

SECTION NO. 6: NOTICE

All notices or other communications given hereunder shall be deemed given on: (i) the day the notices or other communications are received when sent by personal delivery or electronic means such as email; or (ii) the third day following the day on which the notice or communication has been mailed by certified mail delivery, receipt requested and postage prepaid addressed to the party at the address set forth below, or at such other address as the PARTIES shall from time-to-time designate by notice in writing:

SPOKANE COUNTY: Dr. Veena Singh
Spokane County Medical Examiner
102 South Spokane St.
Spokane, Washington 99202
vsingh@spokanecounty.org

SRHD: Alicia M. Thompson DrPH, LMSW
Administrative Officer
Spokane Regional Health District
1101 West College
Spokane, WA 99201
athompson@srhd.org

SECTION NO. 7: LIABILITY

The Parties to this Agreement are independent governmental agencies and neither is the agent or employee of the other. No liability shall attach to either Party for entering into this Agreement or because of any act or omission of the Parties except as expressly provided.

Each Party to this Agreement shall be responsible for its own acts and omissions and those of its agents and employees. Each Party shall also be responsible for its own attorney fees, demands, losses, and liabilities to or by third-parties arising from, resulting from, or connected under this Agreement as permitted by law.

Each Party's responsibility for its own acts or omissions and those of its agents and employees for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from their concurrent negligence or each Party's agents or employees, shall apply only to the extent of each Party's own negligence or its agents or employees.

Both Parties' responsibilities for their own acts or omissions shall specifically include all claims for loss liability because of wrongful payments under the Uniform Commercial Code, or other statutory or contractual liens or rights or third-parties, including taxes, accrued or accruing as a result of this Agreement or work performed or materials furnished directly or indirectly because of this Agreement.

SECTION NO. 8: MODIFICATION/AMENDMENT

No modification of amendment of this Interlocal Agreement shall be valid until the same is reduced to writing and executed with the same formalities as the original Interlocal Agreement.

SECTION NO. 9: ASSIGNMENTS

This Interlocal Agreement is binding on the PARTIES and their heirs, successors, and assigns. No party may assign, transfer or subcontract its interest, in whole or in part, without the other PARTIES' prior written consent.

SECTION NO. 10: COMPLIANCE WITH LAWS

The PARTIES specifically agree to observe all federal, state and local laws, ordinances and regulations and policies to the extent that they may have any bearing on meeting their respective obligations under the terms of this Interlocal Agreement, including, but not limited to the following:

Labor and Safety Standards – Convict Labor 18 U.S.C. 751, 752, 4081, 4082; Drug-Free Workplace Act of 1988, 41 USC 701 et seq.; Federal Fair Labor Standards Act 29 U.S.C. 201 et seq.; Work Hours and Safety Act of 1962 40 U.S.C. 327-330 and Department of Labor Regulations, 29 CFR Part 5; Laws Against Discrimination – Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101-07, 45 CFR Part 90 Nondiscrimination in Federally Assisted Programs; Americans with Disabilities Act of 1990, Public Law 101-336; Equal Employment Opportunity, Executive Order 11246, as amended by Executive Order 11375 and supplemented in U.S. Department of Labor Regulations, 41 CFR Chapter 60; Executive Order 11246, as amended by EO 11375, 11478, 12086 and 12102; Employment under Federal Contracts, Rehabilitation Act of 1973, Section 503, 29 U.S.C. 793; Nondiscrimination under Federal Grants, Rehabilitation Act of 1973, Section 504, 29 U.S.C. 794; Minority Business Enterprises, Executive Order 11625, 15 U.S.C. 631; Minority Business Enterprise Development, Executive Order 12432, 48 CFR 32551; Nondiscrimination and Equal Opportunity, 24 CFR 5.105(a); Nondiscrimination in benefits, Title VI of the Civil Rights Act of 1964, Public Law 88-352, 42 U.S.C. 2002d et seq, 24 CFR Part 1; Nondiscrimination in employment, Title VII of the Civil Rights Act of 1964, Public Law 88-352; Nondiscrimination in Federally Assisted Construction Contracts, Executive Order 11246, 42 U.S.C. 2000e, as amended by Executive Order 11375, 41 CFR Chapter 60; Section 3, Housing and Urban Development Act of 1968, 12 U.S.C. 1701u (See 24 CFR 570.607(b)); 42 CFR Part 2, Confidentiality of Substance Use Disorder Patient Records

Privacy – Privacy Act of 1974, 5 U.S.C. 552a.

Washington State Laws and Regulations:

Local Health Departments, Boards, RCW 70.05.030 through 70.05.40; Fatality Review Teams, RCW 70.05.210;

Discrimination-Washington State Human Rights Commission, Chapter 49.60 RCW;

Ethics in Public Service, Chapter 42.52 RCW;

Open Public Meetings Act, Chapter 42.30 RCW;

Health Districts, Chapter 70.46 RCW;

Public Records Act, Chapter 42.56 RCW; and

SECTION NO. 11: NON-DISCRIMINATION

The PARTIES hereto specifically agree that no person shall, on the grounds of race, creed, color, religion, sex, sexual orientation, national origin, marital status, age or the presence of any sensory, mental, or physical disability or Vietnam era or disabled veterans status be excluded from full employment rights and participation in, or be denied the benefits of, or be otherwise subject to, discrimination in conjunction with any services provided under the provisions of this Interlocal Agreement.

SECTION NO. 12: COMPLIANCE WITH NONDISCRIMINATION LAWS

During the performance of this Interlocal Agreement, both PARTIES shall comply with all federal, state, and local nondiscrimination laws, regulations and policies. In the event of either Party's noncompliance or refusal to comply with any nondiscrimination law, regulation or policy, this

Interlocal Agreement may be rescinded, canceled or terminated in whole or in part. The non-compliant Party shall, however, be given a reasonable time in which to cure the noncompliance. Any dispute may be resolved in accordance with the dispute resolution provision of this Interlocal Agreement.

SECTION NO. 13: SEVERABILITY

If any parts, terms or provisions of this Interlocal Agreement are held by the courts to be illegal, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the PARTIES shall not be affected in regard to the remainder of the Interlocal Agreement. If it should appear that any part, term or provision of this Interlocal Agreement is in conflict with any federal, state or local law, then the part, term or provision thereof that may be in conflict shall be deemed inoperative and null and void insofar as it may be in conflict therewith and this Interlocal Agreement shall be deemed to modify or conform to such statutory provision.

SECTION NO. 14: VENUE STIPULATION

This Interlocal Agreement has been and shall be construed as having been made and delivered within the State of Washington and it is mutually understood and agreed by each party that this Interlocal Agreement shall be governed by the laws of the State of Washington both as to interpretation and performance. Any action at law, suit in equity or judicial proceeding for the enforcement of this Interlocal Agreement, or any provision hereto, shall be instituted only in courts of competent jurisdiction within Spokane County, Washington.

SECTION NO. 15: ALL WRITINGS CONTAINED HEREIN/BINDING EFFECT

This Interlocal Agreement contains terms and conditions agreed upon by the PARTIES. The PARTIES agree that there are no other understandings, oral or otherwise, regarding the subject matter of this Interlocal Agreement. No changes or additions to this Interlocal Agreement shall be valid or binding upon the PARTIES unless such change or addition is in writing, executed by the PARTIES.

SECTION NO. 16: WAIVER

No officer, employee, agent or otherwise of either Party to the Interlocal Agreement has the power, right or authority to waive any of the conditions or provisions to this Interlocal Agreement. No waiver of any breach of this Interlocal Agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this Interlocal Agreement or at law shall be taken and construed as cumulative, that is, in addition to every other remedy provided herein or by law. Failure of either Party to enforce at any time any of the provisions of this Interlocal Agreement, or to require at any time performance by either Party of any provision hereof, shall in no way be construed to be a waiver of such provisions, nor in any way effect the validity of this Interlocal Agreement of any part hereof, or the right of either Party to hereafter enforce each and every such provision.

SECTION NO. 17: PARTY'S REPRESENTATIVES

SPOKANE COUNTY hereby appoints and the SRHD hereby accepts SPOKANE COUNTY'S

Medical Examiner or her designee, as SPOKANE COUNTY'S liaison for the purpose of administering this Interlocal Agreement. The SRHD hereby appoints and SPOKANE COUNTY hereby accepts the SRHD's Deputy Administrative Officer or her designee, as the SRHD's liaison for the purpose of administering this Interlocal Agreement.

SECTION NO. 18: DISPUTE RESOLUTION

Any dispute between the PARTIES which cannot be resolved between the PARTIES shall be subject to arbitration. Except as provided for to the contrary herein, such dispute shall first be reduced to writing. If the SRHD and SPOKANE COUNTY representatives cannot resolve the dispute it will be submitted to arbitration. The provisions of chapter 7.04A RCW shall be applicable to any arbitration proceeding.

The SRHD and SPOKANE COUNTY shall have the right to designate one person each to act as an arbitrator. The two selected arbitrators shall then jointly select a third arbitrator. The decision of the arbitration panel shall be binding on the PARTIES and shall be subject to judicial review as provided for in chapter 7.04A RCW.

The costs of the arbitration panel shall be equally split between the PARTIES.

SECTION NO. 19: ATTORNEYS' FEES

Unless expressly permitted under another provision of the Interlocal Agreement, in the event of litigation or other action brought to enforce the terms of the Interlocal Agreement, each party agrees to bear its own attorneys' fees and costs.

SECTION NO. 20: CONFIDENTIALITY/SAFEGUARDING OF INFORMATION

"Confidential Information" as used in this section and pursuant to RCW 70.05.210 includes:

- A. Medical, clinical and hospital records reviewed by a local health jurisdiction as part of the Adult Overdose & Suicide Fatality Review Process constitute protected health information under the Health Insurance Portability and Accountability Act (HIPAA). Autopsy reports generated by the Medical Examiner's Office that do not include any medical, clinical or hospital information are confidential, but are not subject to HIPAA.

The records exchanged between the Parties may be classified by Category (as defined in the OCIO Policy 141.10, Section 4, and shall be handled according to those policies and procedures if it is determined the information qualifies as Protected Health Information (PHI) under HIPAA.

- B. Health Insurance Portability and Accountability Act (HIPAA) privacy regulations allow for the release of protected health information without specific client consent for public health investigations, 45 CFR 164.512(b). In addition to HIPAA, the Washington State legislature afforded review authority under RCW 70.05.210; and
- C. All health care information collected as part of an adult overdose or suicide fatality review is confidential, subject to the restrictions on disclosure provided for in RCW 70.02, RCW 70.05.210 and 42 CFR Part 2. When documents are collected as part of an overdose mortality review, the records may be used solely by local health departments for the purposes of the review; and

- D. No identifying information related to the deceased or anyone interviewed as part of the adult overdose & suicide fatality review may be disclosed to the public. Any such information shall be redacted from any records produced as part of the review; and
- E. Any witness statements or documents collected from witnesses, or summaries or analyses of those statements or records prepared exclusively for purposes of the Adult Overdose & Suicide Fatality Review, are not subject to public disclosure, discovery, subpoena, or introduction into evidence in any administrative, civil or criminal proceeding related to the death of a decedent reviewed. This provision does not restrict or limit discovery or subpoena from a health care provider of records or documents maintained by such health care provider in the ordinary course of business, whether or not such records or documents may have been supplied to a local health department pursuant to RCW 70.05.210. These provisions shall not restrict or limit the discovery or subpoena of documents from such witnesses simply because a copy of a document was collected as part of an Adult Overdose & Suicide Fatality Review; and
- F. No local health department official or employee, and no members of technical committees established to perform case reviews of selected overdose deaths may be examined in any administrative, civil, or criminal proceeding as to the existence or contents of documents assembled, prepared or maintained for purposes of an Adult Overdose & Suicide Fatality Review; and
- G. The SRHD shall take all necessary steps to assure that confidential information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto; and
- H. The SRHD shall notify SPOKANE COUNTY within five (5) working days of any unauthorized use or disclosure of any confidential information and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

SECTION NO. 21: TERMINATION

Any party may terminate this Interlocal Agreement by thirty (30) days' written notice to the other party.

SECTION NO. 22: RCW 39.34 REQUIRED CLAUSES

- A. **Purpose:** See Section No. 1 above.
- B. **Duration:** See Section No. 3 above.
- C. **Separate Legal Entity:** This Interlocal Agreement does not create, nor seek to create, a separate legal entity pursuant to RCW 39.34.030. It is the intent of the PARTIES that the SPOKANE COUNTY Medical Examiner's Office participate in SRHD's Adult Overdose & Suicide Fatality Review process by providing the SRHD with overdose, withdrawal and suicide death notifications, access to case files and records on-site at the Spokane County Medical Examiner's office and participation on the Case Review Panel.
- D. **Responsibilities of the Parties:** See provisions above.
- E. **Agreement to be Filed:** The SRHD shall place this Interlocal Agreement on its website for public access. SPOKANE COUNTY shall file this Interlocal Agreement with its County.

Auditor or will place the Interlocal Agreement on its website.

F. **Financing:** Each Party shall be responsible for the financing of its contractual obligations under its normal budgetary process.

G. **Termination:** See Section No. 21 above.

IN WITNESS WHEREOF, the PARTIES have caused this Interlocal Agreement to be executed on date and year opposite their respective signatures.

DATED: _____

SPOKANE REGIONAL HEALTH DISTRICT

By: _____

Title: _____

DATED: 7/8/25



BOARD OF COUNTY COMMISSIONERS
OF SPOKANE COUNTY, WASHINGTON

Mary L. Kuncy
Mary L. Kuncy, Chair

ATTEST:

Ginna Vasquez
Ginna Vasquez
Clerk of the Board

Josh Kerns
Josh Kerns, Vice Chair

Al French
Al French, Commissioner

Amber Waldref
Amber Waldref, Commissioner

Chris Jordan
Chris Jordan, Commissioner

ATTACHMENT "A"

SCOPE OF WORK

Spokane Regional Health District's (SRHD) Adult Overdose & Suicide Fatality Review is driven by its purpose to enhance effective prevention of overdose, withdrawal and suicide injury and mortality strategies through understanding the circumstances surrounding and contributing to the overdose, withdrawal and suicide deaths of Spokane County residents age eighteen (18) and over.

Authorized in Washington State by RCW 70.05.210, SRHD's Adult Overdose & Suicide Fatality Review process includes three steps: case identification, case review, and prevention strategies for overdose, withdrawal and suicide injury and mortality in Spokane County. The scope of work outlined by this agreement defines collaboration between the Spokane Regional Health District and the Spokane County Medical Examiner's Office during case identification and case review steps in the Adult Overdose & Suicide Fatality Review process coordinated by the Spokane Regional Health District.

Case Identification

- Upon a monthly request, with a timeframe provided by the Adult Overdose & Suicide Fatality Review Coordinator, the Spokane County Medical Examiner's Office will generate a listing of all Spokane County cases of overdoses, withdrawal and suicide deaths which have occurred of individuals age eighteen (18) and over. The listing generated each month will be provided as a physical document to the SRHD Adult Overdose & Suicide Fatality Review Coordinator during the scheduled on-site visits at the Spokane County Medical Examiner's Office. The listing prepared by the Spokane County Medical Examiner's Office will serve as notification of overdose and suicide deaths.
- On a predetermined schedule the SRHD Adult Overdose & Suicide Fatality Review Coordinator will be responsible for coordinating with the Spokane County Medical Examiner's Office, a time and date for on-site visits.
- During scheduled, on-site Spokane County Medical Examiner's Office visits the SRHD Adult Overdose & Suicide Fatality Review Coordinator shall have access to the identified case files and records. This will include access to files and records contained within any electronic systems used by the Spokane County Medical Examiner's Office. When reviewing the case files and records. The SRHD Adult Overdose & Suicide Fatality Review Coordinator will first determine whether the cases meet the SRHD Adult Overdose & Suicide Fatality Review case definition.
- If the case is determined to not meet the SRHD Adult Overdose & Suicide Fatality Review case definition, the SRHD Adult Overdose & Suicide Fatality Review Coordinator will immediately cease review of the case file and records pertaining to the individual. The SRHD Adult Overdose & Suicide Fatality Review Coordinator shall document that the case was determined not to meet the SRHD Adult Overdose & Suicide Fatality Review case definition. No other documentation will be prepared on those cases that have been determined not to meet the SRHD Adult Overdose & Suicide Fatality Review Case definition.
- When a case does meet the SRHD Adult Overdose & Suicide Fatality Review case definition, the SRHD Adult Overdose & Suicide Fatality Review Coordinator will use information from the case file and records pertaining to the case to prepare for case review meetings by completing applicable portions of a standardized data entry form. This documentation will be used to generate the case summary. The case summary will be presented during the case review meeting to Multidisciplinary Team Members who are on the Case Review Panel. The SRHD Adult Overdose & Suicide Fatality Review Coordinator will never photocopy or photograph reviewed case files or records reviewed to prepare for case review meetings.

Case Reviews

- To prepare for the SRHD Adult Overdose & Suicide Fatality Multidisciplinary Case Review Panel meetings, SRHD's Adult Overdose & Suicide Fatality Review Coordinator will extract information from available records, including the records reviewed at the Spokane County Medical Examiner's Office, to prepare case summaries. The case summaries will describe what is known about the life and death of each identified decedent. Case summaries are confidential, not available to the public, and only shared during Multidisciplinary Case Review Panel meetings.
- These case summaries are shared with the Multidisciplinary Case Review Panel team members who include staff from the Spokane County Medical Examiner's Office, as well as professionals from other community organizations who influence the health, safety, and wellbeing of community members. Team members may also include representatives from local cultural organizations.
- Upon review of each decedent's case summary at the Multidisciplinary Case Review Panel meeting, the Multidisciplinary Case Review Panel members, including the Spokane County Medical Examiner's staff may share additional, relevant information from their agency records to contribute to a comprehensive understanding of each decedent's life and death.
- After confidential discussion, for each case reviewed, the Multidisciplinary Case Review Panel will identify findings related to preventability, risk factors, and protective factors.

Submit to Clerk of the Board with available supporting materials (Resolutions, Agreements, Presentations, etc.)

AGENDA SHEET

SUBMITTING DEPARTMENT: Medical Examiner

CONTACT PERSON: Veena Singh

PHONE NUMBER: 509-477-3686

CHECK TYPE OF MEETING BELOW:

☒ Regular Legislative Session Agenda

BELOW FOR CLERK'S USE ONLY:

Clerk's Resolution No.

25 - 0321

Approved:

Majority/Unanimous

Denied:

Majority/Unanimous

Renews/Amends No.

Public Works No.

Purchasing Dept. No.

AGENDA TITLE (please provide a reasonably descriptive agenda title for this item): In the matter concerning an Agreement to Provide Support Services by the Spokane County Medical Examiner to the Spokane Regional Health District Adult Overdose and Suicide Fatality Multi-Disciplinary Case Review Panel.

DESCRIPTIVE SUMMARY (please provide anticipated fiscal and budgetary information & reason for request): This agreement facilitates the sharing of data for support case review panels focused on adult overdose and suicide fatalities. This agreement is new.

FISCAL IMPACT (please provide anticipated fiscal and budgetary impact, with amount and source of funds, if applicable): N/A

REQUESTED BOARD ACTION (if any): Approve

Other County Departments Impacted - List any other departments that were notified in advance of this agenda item: None

This Item will need to be codified in the Spokane County Code: No