

FY 2020-21 Adopted Budget and Multi-Year Plan

How to Read a Department's Budget Narrative

Continuous improvement and future resilience play a central role in Miami-Dade County's effort to deliver excellent government services in a fiscally responsible manner. The approach applies equally to the presentation of strategic, financial and operational information in the Budget and Multi-Year Capital Plan. These two pages highlight significant changes to department narratives and detail their major sections.

To ensure Miami-Dade County is growing as a resilient government, as part of our Strategic Plan refresh, unit measures are now being classified by Resilience Driver, as defined by the Rockefeller Foundation's City Resilience Framework (CRF), as well as the classification by Strategic Objective. Strategic Objectives – updated this year – are listed in Appendix U. Resilience Drivers represent key focus areas that help ensure Miami-Dade County is helping create a community that is prepared for, can withstand, and can recover from various types of challenges ranging in size and scope. The CRF describes the essential systems of a city or county in terms of four dimensions: **Health & Wellbeing (HW)**, **Economy & Society (ES)**, **Infrastructure & Environment (IE)** and **Leadership & Strategy (LS)**, each containing three drivers reflecting the actions cities can take to improve their resilience. Detailed descriptions of the 12 drivers can be found at the [100 Resilient Cities webpage](#).

The **resilience emoji** (🌱) is used to highlight County programs, projects, and functions which support the CRF.

The information below is a summary of the department budget narrative layout. The numbered bullets below correspond to the circled numbers on the sample narrative page that follows.

1. **Introduction** - A summary of the department's mission, functions, projects, partners and stakeholders
2. **Budget Charts** - Pie charts showing the department's expenditures by activity and its revenues by source
3. **Table of Organization** - A table that organizes the department by major functions and position amounts
4. **Unit Description** - Department narratives include sections for major functional units; each section begins with a description of the unit's role in the department and a list of its functions
5. **Unit Measures** - This section, when applicable, includes tables detailing how specific unit measures support the Miami-Dade County Strategic Plan and promote a resilient community. Measures are classified by Strategic Objective (SO), Resiliency Driver (RD), Type and Good Direction. Each measure includes a target and the actual level attained; for some measures, 'target' represents forecasted demand, not performance level
- **Division Highlights and Budget Enhancements or Reductions** (not pictured) - Notable programs/initiatives that support the achievement of a Strategic Plan Objective, along with relevant budget and performance impacts; enhancements are bold and reductions are italicized
- **Department-wide Enhancements or Reductions and Additional Comments** (not pictured) - Bullets detailing resource changes to existing programs and initiatives; detailing newly funded programs and initiatives; commenting on other relevant departmental matters; enhancements are bold and reductions are italicized
6. **Capital Budget Highlights and Operational Impacts** - Details the department capital budget information, total project cost, funding by source and impacts on operating budget
7. **Selected Item Highlights and Details** - Reflects costs associated with specific operating budget line items
8. **Fee Adjustments** - For departments with fee adjustments, this section lists any fee for service that the department has created, increased, decreased or eliminated
9. **Operating Financial Summary** - Tables detailing the department's operating revenues and expenditures, non-operating expenditures, if applicable, and expenditures by major programs
10. **Capital Budget Summary** - Departments with a capital budget will include a table detailing capital revenues and expenditures and a description of notable capital projects and associated impacts on the operating budget
11. **Funded Capital Project Schedules** - Departments with a capital budget will have tables detailing all funded project schedules
12. **Unfunded/Unmet Needs** - Tables detailing important department resources that remain unfunded in the capital and operating budgets
- **Maps and Charts** (not pictured) - Maps or charts relevant to department funding or service delivery, if applicable

FY 2020-21 Adopted Budget and Multi-Year Plan

FY 2019 - 20 Proposed Budget and Multi-Year Capital Plan

Medical Examiner

The Medical Examiner (ME) is responsible for the forensic identification of the cause and manner of death, the identification of the deceased, and the preparation of death certificates. The ME also performs autopsies, maintains records, and provides forensic testimony in court.

As part of the public safety program, the ME provides forensic pathology, forensic toxicology, forensic entomology, forensic anthropology, forensic odontology, forensic radiology, and forensic linguistics. The ME also provides forensic services to law enforcement agencies, including the identification of human remains, the identification of human remains, and the identification of human remains.

The ME is a public safety program that is essential to the safety and security of the community. The ME provides forensic services to law enforcement agencies, including the identification of human remains, the identification of human remains, and the identification of human remains.

FY 2019 - 20 Proposed Budget and Multi-Year Capital Plan

TABLE OF ORGANIZATION

The table of organization shows the hierarchy of the Medical Examiner's office, including the Medical Examiner, Assistant Medical Examiner, and various support positions.

FY 2019 - 20 Proposed Budget and Multi-Year Capital Plan

DIVISION: ADMINISTRATION

- Provide administrative support for the Medical Examiner's office, including the preparation of reports, the maintenance of records, and the preparation of death certificates.
- Provide administrative support for the Medical Examiner's office, including the preparation of reports, the maintenance of records, and the preparation of death certificates.

DIVISION: DEATH INVESTIGATION AND EDUCATION

- Provide forensic pathology, forensic toxicology, forensic entomology, forensic anthropology, forensic odontology, and forensic linguistics.
- Provide forensic pathology, forensic toxicology, forensic entomology, forensic anthropology, forensic odontology, and forensic linguistics.

FY 2019 - 20 Proposed Budget and Multi-Year Capital Plan

Month	2019	2020	2021	2022	2023	2024	2025	2026
July	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
August	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
September	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
October	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
November	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
December	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
January	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
February	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
March	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
April	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
May	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
June	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

FY 2019 - 20 Proposed Budget and Multi-Year Capital Plan

OPERATING FINANCIAL SUMMARY

Line Item	2019	2020	2021	2022	2023	2024	2025	2026
Line Item 1000	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1001	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1002	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1003	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1004	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1005	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1006	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1007	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1008	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1009	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1010	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

FY 2019 - 20 Proposed Budget and Multi-Year Capital Plan

OPERATING FINANCIAL SUMMARY

Line Item	2019	2020	2021	2022	2023	2024	2025	2026
Line Item 1000	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1001	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1002	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1003	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1004	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1005	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1006	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1007	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1008	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1009	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1010	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

FY 2019 - 20 Proposed Budget and Multi-Year Capital Plan

OPERATING FINANCIAL SUMMARY

Line Item	2019	2020	2021	2022	2023	2024	2025	2026
Line Item 1000	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1001	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1002	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1003	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1004	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1005	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1006	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1007	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1008	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1009	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1010	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

FY 2019 - 20 Proposed Budget and Multi-Year Capital Plan

OPERATING FINANCIAL SUMMARY

Line Item	2019	2020	2021	2022	2023	2024	2025	2026
Line Item 1000	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1001	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1002	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1003	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1004	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1005	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1006	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1007	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1008	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1009	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1010	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0

FY 2019 - 20 Proposed Budget and Multi-Year Capital Plan

OPERATING FINANCIAL SUMMARY

Line Item	2019	2020	2021	2022	2023	2024	2025	2026
Line Item 1000	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1001	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1002	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1003	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1004	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1005	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1006	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1007	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1008	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1009	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0
Line Item 1010	100.0	100.0	100.0	100.0	100.0	100.0	100.0	100.0