

Amber Hammonds

To: DeRita Mason
Subject: RE: Contract Review Approval Reminder - DISTRICT ONE MEDICAL EXAMINER (323)

From: Marcella B. Eubanks <meubanks@okaloosaclerk.com>
Sent: Monday, October 2, 2023 11:29 AM
To: Faye Douglas <fdouglas@myokaloosa.com>; LaKeisha Straka-Conway <lstraka-conway@myokaloosa.com>; DeRita Mason <dmason@myokaloosa.com>
Cc: Johnna D. Vafides <jvafides@okaloosaclerk.com>
Subject: RE: Contract Review Approval Reminder - DISTRICT ONE MEDICAL EXAMINER (323)

Thank you, I will include this email thread as sup doc.

DeRita, can you get documentation added to OnBase, thanks so much 😊



Marcella B. Eubanks | Accountant
Okaloosa County Clerk of Court
101 East James Lee Blvd, Crestview, FL 32536
(850) 689-5000 ext. 4381 | www.okaloosaclerk.com



How am I doing?

From: Faye Douglas <fdouglas@myokaloosa.com>
Sent: Monday, October 2, 2023 10:42 AM
To: Marcella B. Eubanks <meubanks@okaloosaclerk.com>; LaKeisha Straka-Conway <lstraka-conway@myokaloosa.com>; dmason@myokaloosa.com
Cc: Johnna D. Vafides <jvafides@okaloosaclerk.com>
Subject: RE: Contract Review Approval Reminder - DISTRICT ONE MEDICAL EXAMINER (323)

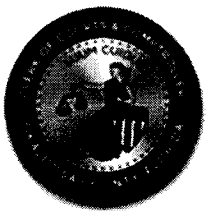
The Medical Examiner presented their FY 2024 budget request to the Board of County Commissioners during the July Budget Workshops.

Their budget was approved when the Board approved the entire FY24 budget at the Final Hearing in September.


Faye Douglas
Director, Office of Management & Budget
Okaloosa County Board of County Commissioners

From: Marcella B. Eubanks <meubanks@okaloosaclerk.com>
Sent: Monday, October 2, 2023 10:38 AM
To: Faye Douglas <fdouglas@myokaloosa.com>; LaKeisha Straka-Conway <lstraka-conway@myokaloosa.com>; DeRita Mason <dmason@myokaloosa.com>
Cc: Johnna D. Vafides <jvafides@okaloosaclerk.com>
Subject: RE: Contract Review Approval Reminder - DISTRICT ONE MEDICAL EXAMINER (323)

Okay, I don't see where this went to the BCC for approval, do you also have that documentation to share with DeRita so she may have it all uploaded to the agreement?



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  [How am I doing?](#)

From: Faye Douglas <fdouglas@myokaloosa.com>
Sent: Monday, October 2, 2023 10:18 AM
To: Marcella B. Eubanks <meubanks@okaloosaclerk.com>; LaKeisha Straka-Conway <lstraka-conway@myokaloosa.com>; dmason@myokaloosa.com
Cc: Johnna D. Vafides <jvafides@okaloosaclerk.com>
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FY23/24 \$1,468,074 / 2 = \$734,037

See attached budget request. Including the \$750,000 facility project funding brings the total FY24 budget to \$2,218,074.

Year	DEPARTMENT	Account	Budget	Period Exp	YTD Expense	Encumbrance
24	0127	531900		0.00	0.00	0.00
24	0127	534205		2,218,074.00	0.00	0.00

Faye Douglas
 Director, Office of Management & Budget
 Okaloosa County Board of County Commissioners

From: Marcella B. Eubanks <meubanks@okaloosaclerk.com>
Sent: Monday, October 2, 2023 7:37 AM
To: LaKeisha Straka-Conway <lstraka-conway@myokaloosa.com>; DeRita Mason <dmason@myokaloosa.com>; Faye Douglas <fdouglas@myokaloosa.com>
Cc: Johnna D. Vafides <jvafides@okaloosaclerk.com>
Subject: RE: Contract Review Approval Reminder - DISTRICT ONE MEDICAL EXAMINER (323)

FY22/23 \$1,417,106 / 2 = \$708,553

Do you have documentation to support the semi annual invoice amount for FY23/24?



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  **How am I doing?**

From: LaKeisha Straka-Conway <lstraka-conway@myokaloosa.com>
Sent: Monday, October 2, 2023 7:29 AM
To: Marcella B. Eubanks <meubanks@okaloosaclerk.com>; dmason@myokaloosa.com; Faye Douglas <fdouglas@myokaloosa.com>
Cc: Johnna D. Vafides <jvafides@okaloosaclerk.com>
Subject: RE: Contract Review Approval Reminder - DISTRICT ONE MEDICAL EXAMINER (323)

please see attached.

Thank you,

LaKeisha Straka-Conway

Budget Analyst

Ph. (850) 609-7027

Lstraka-conway@myokaloosa.com

From: Marcella B. Eubanks <meubanks@okaloosaclerk.com>

Sent: Monday, October 2, 2023 7:29 AM

To: LaKeisha Straka-Conway <lstraka-conway@myokaloosa.com>; DeRita Mason <dmason@myokaloosa.com>; Faye Douglas <fdouglas@myokaloosa.com>

Cc: Johnna D. Vafides <jvafides@okaloosaclerk.com>

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Please identify the amount within the agreement documents that we may verify.



Marcella B. Eubanks | Accountant

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How am I doing?

From: LaKeisha Straka-Conway <lstraka-conway@myokaloosa.com>

Sent: Monday, October 2, 2023 7:27 AM

To: Marcella B. Eubanks <meubanks@okaloosaclerk.com>; dmason@myokaloosa.com; Faye Douglas <fdouglas@myokaloosa.com>

Cc: Johnna D. Vafides <jvafides@okaloosaclerk.com>

Subject: RE: Contract Review Approval Reminder - DISTRICT ONE MEDICAL EXAMINER (323)

Marcella,

There is no amendment to this agreement – it is still effect until 9/30/2024

Thank you,

LaKeisha Straka-Conway

Budget Analyst

Ph. (850) 609-7027

Lstraka-conway@myokaloosa.com

From: Marcella B. Eubanks <meubanks@okaloosaclerk.com>

Sent: Monday, October 2, 2023 6:26 AM

To: DeRita Mason <dmason@myokaloosa.com>; LaKeisha Straka-Conway <lstraka-conway@myokaloosa.com>; Faye Douglas <fdouglas@myokaloosa.com>

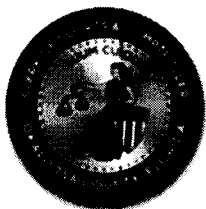
Cc: Johnna D. Vafides <jvafides@okaloosaclerk.com>

Subject: FW: Contract Review Approval Reminder - DISTRICT ONE MEDICAL EXAMINER (323)

Good day, we are reviewing the subject invoice and need your help.

Please provide the amendment to agreement C192854 that we may verify the invoice amount; or let me know if it is in OnBase the location as I may have overlooked it.

Thanks so much. 😊



Marcella B. Eubanks | Accountant

Okaloosa County Clerk of Court

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How am I doing?

From: onbasedistro@okaloosaclerk.com <onbasedistro@okaloosaclerk.com>

Sent: Thursday, September 28, 2023 2:53 PM

To: Marcella B. Eubanks <meubanks@okaloosaclerk.com>

Subject: Contract Review Approval Reminder - DISTRICT ONE MEDICAL EXAMINER (323)



Okaloosa CC

A contract has been submitted for your review/approval.

Invoice: 323

Vendor: DISTRICT ONE MEDICAL EXAMINER

Thank you.

Please do not respond to this email as replies are not monitored.

BCC - Accounts Payable - Contract Review Notification