

Weber Area Dispatch 911 and Emergency Services District
Weber Area Dispatch 911 and Emergency Services District
Administrative Control Board
Meeting Minutes of October 24, 2023

Board Members in Attendance: Russell Porter, Robert Dandoy, and Gage Froerer

Board Members Excused: Mike Caldwell, James Harvey, Leonard Call, and Richard Sorensen

Additional Attendees: Executive Director Kevin Rose, Deputy Director Scott Freitag, District Attorney Bryan Baron, Lieutenant Mark Horton, Weber County Comptroller Scott Parke, and Office Manager Kathy Stokes

1. Welcome: Russ Porter, Chairman. Since we do not have a quorum for this meeting, there will be no motions made. This meeting is to preview the tentative 2024 budget which will need approval in the November meeting.
2. Public Comment: None
3. Consent Agenda:
 - a. Approval of minutes from Weber Area Dispatch 911 and Emergency Services District Administrative Control Board meeting on September 26, 2023: This agenda item was pushed to the next meeting.
4. Chairman's Report –Russ Porter, Chairman: This agenda item was pushed to the next meeting.
5. Director's Report – Kevin Rose, Executive Director: This agenda item was pushed to the next meeting.
6. 2023 Budget Report – Kevin Rose, Executive Director: This agenda item was pushed to the next meeting.
7. 2024 Budget Preview – Kevin Rose, Executive Director: We are working to trimming up our operations budget to what it really costs to operate a 911 center. We were able to trim down some of our line items, but most of our vendors had increases. An example is the County had a 20% increase, which we are more than happy to pay for because they are fantastic. A lot of the savings we were able to find were offset by the increases by our vendors. We also moved expenses to line items that made more sense and would simplify this process. The budgets we are looking at are the District Budget, the LBA Budget which is basically the bond payment, and the Capitol Projects Budget which we have added a place holder of \$250,000 for an upgrade to the Fire Station Alerting system.

The additional requests for 2024 are:

- Replace firewalls at \$20,000. One of our firewalls is at the end of life. We are watching this to see if we can buy this at the end of this year.
- New Copier Lease at \$2,500. Our current copier lease expired in 2022. We are reaching out to the County to see who they recently went with to try to find the best deal.
- Scheduling, Training, Policy, Evaluation, and Payroll Software at \$15,297: We currently use different vendors for each. We are trying to put this all in one place. We have located one vendor to do most of this. We are also looking at using Oracle if possible. This is a place holder until we can get this worked out. The first year would be \$15,297, then because of the savings from eliminating the several different vendors the cost would decrease after 2024.
- CAD/RMS Annual Maintenance. This would not impact our 2024 budget, but this is just a heads up that our 9 years of maintenance expires in 2025. We are still negotiating this, but we are looking at \$400,000 in 2025, and increasing a little each year.
- 8% Salary Increase: We have been having struggles with recruitment. We opened a job in July and had 135 applicants. We were looking to hire 6 people and were confident we would get 6 people out of that. However, we found that out of the 135 only 49 tested, and of those only 23 passed. Of those that passed we scheduled 16 interviews, only 14 showed up. We gave 6 conditional job offers, of those, one failed the background, several withdrew, and we ended up with only two new hires. That was a little discouraging, we reached out to them and asked if they could wait another 6 weeks to start so we could reopen the position and try to get more people in the class with them. Fortunately, they were okay with that. So opened the job again. This time we had 184 applicants. Of those only 55 took the skills test. Of those 23 passed, 18 of those showed up for an interview. We ended up giving 6 people conditional offers. Three of those 6 failed their background, 2 withdrew, so we ended up with one out of that group. This week the 3 new hires are down in POST. He feels this will be a good group. He has never experienced this before. We have always been able to hire the number of people we need. In both postings candidates withdrew because they received a better offer elsewhere. We looked at other PSAPs that we are competing with to compare (Summit County, Salt Lake Valley, Layton, Salt Lake 911, and DPS). We found the median starting wage was \$23.72. DPS threw this one off with a starting wage of \$26.25. DPS is also doing a one on one for laterals and a \$5,000 sign on bonus. Our starting wage is \$22.04, which is the lowest of them all. He doesn't feel that we need to be the highest, but that we should be competitive. Another issue is with the cost-of-living increases and no merit increases in the last 3 years, there is no compression. The proposal we are making is a 4.5% COLA putting us at \$23.03 for the starting wage. That is still

below the median but makes us competitive. We are also proposing a 3.5% merit increase to help with compression. The impact on our budget would be a little over \$800,000. Kevin asked Scott Parke to review the long-term budget impact.

Scott Parke: The two big things are the compensation increase and starting to pay for the prepaid maintenance. We have been expensing the maintenance every year, but it's now about \$200,000 per year but is going up to \$400,000 per year. Looking at the projected Fund Balance out to 2030 with regular compensation increases. We are still above the minimum Fund Balance even with the changes of the extra \$200,000 and the \$800,000. We will still be within the ideal Fund Balance. Two reasons: we have had a big surplus due to budgetary savings, and there is enough room in the budget that we will still have payroll savings due to positions that we can't fill. We have a Fund Balance of nearly 60% whereas the ideal is between 16% and 24%. We have a big cushion. We have time to see if this works and still have time to make changes before we are even into the green area of our Fund Balance.

Kevin Rose: For the past year our retention has been better than in the past, Weber is still a great place to work. But because of the issues we are having with recruitment it could slowly become an issue and put us in a position we don't want to be in.

In the discussion that followed two main concerns were discussed about the salary increases: merit increases should be based on performance and compression issues need to be addressed.

Kevin Rose indicated that we have been working on an objective evaluation, so employees are treated more fairly than the current evaluation. This will help with the pay per performance.

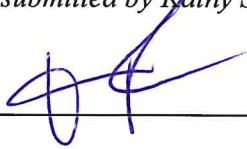
Scott Parke suggested possibly a 5% COLA with an additional longevity type increase of 1%-3% based on the hire date. That will help get rid of some of the compression issues and raise the starting salary to attract more workers. Then take this year to develop an actual pay for performance standard tied to a percentage.

Kevin will have an updated tentative budget to present at our next meeting.

8. Next Meeting November 14, 2023. Due to calendar conflicts the next meeting was changed to November 22, 2023. Meeting adjourned.

Respectfully submitted by Kathy Stokes

Director: _____



Date: _____

11/21/23