Weber Area Dispatch 911 and Emergency Services District
Governing Authority Board Meeting Minutes
October 3, 2023

Governing Board Members in Attendance: James Harvey, Gage Froerer, Sharon Bolos

Additional Attendees: Executive Director Kevin Rose, Deputy Director Scott Freitag, District's Attorney Bryan Baron, Weber County Comptroller Scott Park, Weber County Cleark/Auditor Ricky Hatch, Senior Accountant Steffani Ebert, and Office Manager Kathy Stokes

1. Welcome –Chairman Gage Froerer

2. Public Comment: None

3. 2024 Budget Preview – Kevin Rose, Executive Director: This year our goal was to go through each line item cutting it down to the true cost of operating a 911 center. In doing that there were increased costs from vendors in almost every service we have, including the services from the County. With the cuts and increased costs, the budget is balanced out. We have also consolidated the line accounts.

   The additional budget requests for 2024 are as follows:
   - Personnel – We have struggled with our last two hiring sessions to hire people. We have 6 positions to fill. We opened it in July and of the 135 applicants we ended up with two. We asked them if they could wait two months to start, and fortunately they agreed. We reopened the job and got 184 applicants but were still only able to get two people. It has been challenging. Of the 184 applicants only 65 tested. Of the 65 we were able to schedule 18 interviews. Five did not show up for the interview. We extended six conditional offers. Of those six, some did not pass, others withdrew. The good news is that our turnover rate has been low, but eventually this will catch up to us. Because of this he did a survey of the 911 Centers that we are in competition with. Currently our starting rate is $22.04, topping out at $34.10. Looking at the surrounding PSAPs the median starting rate is $23.72. The one that hurt us most is the State with a starting rate of $26.25 in addition to a $4,000 bonus and one for lateral transfers. We looked at our options. We would like to be competitive and address the compression issues we have. We are requesting a 4% market adjustment which would move our starting rate to $23.03. Also, 3.5% merit increase to help with the compression. This will help us to be more competitive with the recruitment of new hires and lateral transfers. The overall ask for this is $803,000.
   - $20,000 for a new firewall. This has been budgeted for 2024, but we will try to use funds for this year's budget if they are available.
   - Our copy machine lease expired last year and are looking at a new lease in the amount of $2,500.

- 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.

Remarks from Scott Parke: He has been working with Kevin to tighten up the budget. We currently have a decent Fund Balance. With the additional costs we will be dipping into the Fund Balance but is not concerned about it at this time. The additional salary request is lower than what the County is considering. There is also the additional URS deduction paid by the employee beginning in July 2024, Kevin recommended waiting until July to make the changes to the employee's pay. Two other budget elements that were not yet discussed were the bond payment from the Local Building Authority (which is a passthrough from the District Budget) and the Capitol Projects fund. We are budgeting for the end of this year to have approximately $2.4 million. We are setting that money aside to fund future costs such as replacing CAD systems.

4. Next Meeting, to be determined. Meeting adjourned.

Respectfully submitted by Kathy Stokes

Director: _____ Date: 10/2/24