Davis County Budget Committee

Meeting Minutes

February 8, 2021

The Budget Committee of Davis County met on February 8, 2021, at 3:00 p.m. in room 306 of the Davis County Administration Building, 61 South Main Street, Farmington, UT. Notice of this meeting was given under the requirements of Utah Code Annotated §52-4-202.

Committee members present were: Commissioner Randy B. Elliott; Commissioner Lorene Miner Kamalu; Curtis Koch, Clerk/Auditor; Heidi Voordeckers, Chief Deputy Clerk/Auditor; Chris Bone, Human Resources Director; and Mark Langston, Information Systems Director. Shairise Bills, Deputy Clerk/Auditor, recorded the minutes for the meeting. Commissioner Stevenson was excused.

Davis County staff present were: Chief Deputy Arnold Butcher; Sheriff Kelly Sparks; Chief Deputy Andy Oblad; and Captain Taylor West.

There was no public attendance.

The meeting commenced at 3:02 p.m. The following agenda items, as shown in bold, were discussed.

1. **Approval of Budget Meeting Minutes for 11/09/2020** *(Minute 6:09)*

   Commissioner Kamalu motioned to approve the meeting minutes for 11/09/2020. Commissioner Elliott seconded the motion, and all voted aye.

2. **Election Funding Update**—Presented by Curtis Koch *(Minute 6:28)*

   Several years ago, the legislature set aside several million dollars for implementation of the ES&S election system selected by the state through the RFP procurement process. Davis County decided to use ES&S, so it was eligible for that money. Davis County has paid zero dollars for its election equipment, including the operating platform and electronic poll books. Salt Lake County has opted to use Dominion Voting machines and not ES&S, so now the money that was allocated to them by the State is available for other counties to use toward ES&S products and services. They would like to purchase a machine that uses a grinding method for ballot extraction from envelopes. The plan is to submit a request to reimburse maintenance costs for the last four years coverable by the state ES&S funds and use that to purchase the extraction equipment without any cost to the County.

   Commissioner Elliott asked if these machines would be used with rank choice voting. Curtis said they could be used in the first stages of voting. Curtis went on record to say," When it comes to manipulating votes, which is what rank choice voting is, you are taking a person's vote, and you are shifting it. The Davis County Clerk/Auditor has no interest in manipulating votes."

3. **Sheriff's Office Requests**: *(See Attachments A1-A2.)*

   a. **Incorporating differential pay for paramedic certification into the paramedic base pay** *(Minute 18:00)*

The Davis County Sheriff's Office (DCSO) is currently transitioning the paramedic services from the county's responsibility to each of the individual cities within the county. During the transition, it is critical to the public's safety to ensure the DCSO can staff a full complement of paramedics. Sheriff Sparks said he wants each of these paramedics to feel secure in their futures with the Sheriff's Office and equipped to serve their law enforcement functions after the transition.

Currently, all of the paramedics receive a 15% paramedic adjustment. This pay is given as a differential and is not included in the base pay. The 15% helps keep wages competitive with other law enforcement agencies, but the loss of this payment would be very stressful and demoralizing to these employees. Sheriff Sparks requested the 15% adjustment be factored into the base pay for all certified paramedics. Doing this right away, or at least committing to this plan, will send a positive message to these paramedics and alleviate the concern of pay cuts. This request does not require any additional money; funds needed for this change are already programmed into the budget.

Commissioner Kamalu went on record to say, "Sheriff Sparks has been very clear from the beginning that this service will be as good or better, and that has always driven the discussion." The Budget Committee told Sheriff Sparks that they are committed to honoring this agreement no matter when it takes place, so he can definitively say to the staff there will be no pay cuts and give them that peace of mind. —*This request was approved.*

b. **Temporarily providing incentive pay for working additional or unscheduled paramedic shifts** *(Minute 43:11)*

Sheriff Sparks requested to have incentive pay for working additional or unscheduled paramedic shifts. Staff is mandated to work extra shifts to maintain appropriate staffing. Currently, there are three full-time and six part-time vacancies for deputy sheriff/paramedic positions and two part-time vacancies for paramedic-only positions. Not only do they have a moral obligation to staff their paramedic response, but they also have a legal obligation to have eight paramedics on duty at all times.

Sherrif Sparks urged the County to consider a couple of other changes that would significantly help in this and other situations. Most County employees are paid regular wages for 40 hours a week, and any time worked over 40 hours is paid at time-and-a-half. Deputies in the Sheriff's Office are treated differently. Deputy pay is calculated on a two-week basis, with a regular schedule being 80 hours in two weeks. However, instead of receiving time-and-a-half for anything worked over 80 hours, as other employees would be, our deputies do not receive time-and-a-half until they have worked more than 86 hours in two weeks. Although FLSA rules allow public safety employees to be treated this way, many, perhaps most, cities and counties have discontinued this practice; and he said the County should.

He also suggested stopping the practice of denying an employee compensation for sick leave if that employee subsequently volunteers or is assigned to work extra hours. In other words, the current approach is, if a deputy is ill the first week of a pay period and takes a sick day but then is required to work an extra shift in the second week, the County will not pay the sick leave hours. The deputy ends up working on a day that she/he was scheduled to be off with their family but does not consider paying. The deputy gets 80 hours of straight-time pay, and the sick leave is not paid.

These practices de-incentivize and create morale issues among the staff and should be considered to treat employees fairly. The biggest obstacle is a policy rewrite to implement the incentive pay that should happen as soon as possible, but the hours worked in a pay period can be changed right away. *—This request was approved.*

c. **Adding one FTE to continue a custodial position initially filled with CARES funds in late 2020**
This request was not discussed during the meeting, but an email explaining the need was sent to the committee. *—This request was approved.*

4. **Request to Add a Vehicle in the Investigator's Office** *(Minute 1:16:42)*

The investigators were approved for one vehicle. They have an Impala that they were going to replace, but they'd like to keep it as a back-up if one of the other cars breaks down. The Committee agreed to let them keep it for six months, and they will revisit it in the August budget meeting.

5. **Request for Mulitple Cart Worker Positions at Davis Park Golf Course** *(Minute 1:22:24)*

Chris explained the need for multiple cart workers at the Davis Park Golf Course. The County now owns and operates the golf carts at Davis Park due to Brad Stone's retirement, but they need to hire workers to stage, park, clean, and do maintenance on them, which was overlooked in the 2021 budget process. It was proposed to hire one lead cart worker and 10-13 cart workers; these are pooled positions and are part-time non-benefited. *—This request was approved.*

6. **Review of Proposed Budget Amendments Scheduled for February 16, 2021, Budget Hearing, Mulitple Funds**—Presented by Heidi Voordeckers *(Minute 1:27:00)*

Heidi presented the complete list of the budget opening items for the budget hearing on February 16, 2021. Many of these items were delayed purchases or receipts due to COVID, including transfers out of the Emergency Response Reserve Fund to Corrections to mitigate COVID 19 outbreaks in the Jail for $40,000, and $100,000 transfer to Multiple funds for PPE and disinfection at County facilities.

7. Commissioner Elliott moved to close the meeting, Commissioner Kamalu seconded the motion; and all voted aye. The meeting adjourned at 4:50 p.m.

The audio recording for this meeting is available based upon the County's current retention schedule.

All publicly distributed materials associated with this meeting are on file in the Davis County Clerk/Auditor's Office, and attachments are identified as follows:

A1-A2. Sheriff Sparks' Email Request

B. Memo RE: Cart Worker Positions for Davis Park

C1-C2. 2-16-21 Budget Amendment Opening Items

Minutes prepared by:

Shairise Bills
Deputy Clerk/Auditor

Minutes approved on: 03/08/2021

/s/ Curtis Koch
Curtis Koch
Clerk/Auditor— Budget Officer