Davis County Budget Committee

Meeting Minutes

April 11, 2022

The Budget Committee of Davis County met on April 11, 2022, 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.

Disclaimer: The meeting was an open dialogue. Agenda items appear in bold and are only briefly summarized. The reader may refer to the audio recording and the attachments for further clarification of the content. Timestamps have been noted in the minutes to aid in locating points of discussion in the audio record. The audio recording is available based on the County's current retention schedule. All documents from this meeting are on file in the Davis County Clerk/Auditor's office.

The meeting commenced at 3:02 p.m.

1. **Opening Roll Call**

   Committee members present were: Commissioner Randy B. Elliott; Commissioner Bob J Stevenson; Curtis Koch, Clerk/Auditor; Chris Bone, Human Resources Director; and Mark Langston, Information Systems Director. Commissioner Lorene Miner Kamalu was excused. Shairise Bills, Deputy Clerk/Auditor, recorded the minutes for the meeting. Other Davis County staff present were: Marina Brito, HR Generalist; Ric Higbee, HR Deputy Director; and Sheriff Kelly Sparks.
   There was no public attendance.

2. **Approval of Budget Meeting Minutes for 3/14/22** *(Minute 00:47)*

   Mark Langston motioned to approve the meeting minutes for March 14, 2022, Commissioner Stevenson seconded the motion, and all voted aye.

3. **E911 Staffing—**Presented by Curtis Koch, Clerk/Auditor *(Minute 01:13)*

   Sheriff Sparks began the discussion of E911 staffing. The dispatch center is struggling. The Sheriff met with the Fire and Police Chiefs from the agencies for which the County dispatches. There were grave concerns over the level of service the County provides and the lack of available airtime to follow the officers on duty adequately. He said the staffing for dispatchers is at a critical level. There are only 15 functioning dispatchers out of 26 and no Center Manager. There have not been any qualified applicants for the manager position, so it has not been filled yet. There should be four officers in the dispatch facility 24 hours a day, seven days a week, but they cannot meet those needs due to the limited number of staff. They have lost many employees to offers of higher wages and better benefits. He stressed that something needs to be done immediately to get them adequately functioning by bringing on more dispatchers and more experienced ones.

Chris Bone said they considered eight scenarios and suggested number six as the recommended solution. It raises the highering rate to the first quartile and moves the current dispatchers' rate up 12.5% to avoid compression issues but causes no grade change. The Director will move up one grade. There will be a recruitment incentive of $2,000 and a retention bonus of $2,000. The total cost of these changes was $810,585 and $607,939 prorated for the remainder of 2022.

Curtis Koch explained the County is subsidizing E911 in the county by $200,000 because they are missing out on scales of economy and efficiencies, financially speaking. He said to change culture, the facility's location needs to change. He would like to see E911 become a Special Service District. The County has been in discussion with the Legislature to make this happen. The financial considerations were discussed. Retention bonuses were discussed and could come out of State and Local Fiscal Recovery Funds (SLFRF) but would not be limited to E911 employees.

The Committee agreed the Sheriff should move forward with hiring five new Dispatcher III positions, convert two Dispatchers to Lead Dispatchers (grade 16 to 19), adjust the grade of the Center Director from a 25 to a 26 and fix current employee compression with a 12.5% increase. They will hold off on the retention bonus to see if SLFRF can cover it but allow the $2,000 recruitment bonus. These changes will be funded through Capital Reserves from deferred payroll from Coronavirus Aid, Relief, and Economic Security Act (CARES) or General Operations. He said these positions would need to be tracked for SLFRF monitoring and will require a budget amendment. *(See Attachments A1-A3 and B.)*

4. Meeting adjourned at 4:21 p.m.

All documents associated with this meeting are listed as the following attachments:

A1-A3	Dispatch Upgrade 2022
B	2021 E911 Sales Tax For Davis County as a Whole

Minutes prepared by:

Shairise Bills
Deputy Clerk/Auditor

Minutes approved on: 5/9/2022

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