

**KLAMATH 9-1-1 EMERGENCY COMMUNICATIONS DISTRICT MINUTES
OF BUDGET COMMITTEE MEETING
Wednesday, April 17, 2024**

I. CALL TO ORDER: The meeting was called to order at 11:25 a.m. by Randy Sword

II. Roll Call

Present: Randy Sword
Chuck Brandsness
Jan Bos
Brandon Fowler
Bob Moore
Larita Ongman
Michael Parrott

Absent:

Others present: Jessica Gibson
Joanie Rote
Holly Kessler

III. SELECT CHAIRPERSON: Larita motioned to appoint Michael as the budget committee chair, Brandon seconded, motion carried unanimously.

IV. BUDGET MESSAGE: Jessica advised that the budget message along with supporting documents were provided in the budget binders and reviewed the following sections of the budget message. Jessica presented two budgets: one based on if the levy passes and one if it fails.

Lorita requested future documents to be sent by mail as well as email because she is not always able to access her email.

LB20 Funding: Reviewed funds if levy passes and current account balances including LGIP accounts which is currently earning at 5.5%. 911 tax funds \$762,845 increase by \$50,000. Misc funds projected \$28,000. OEM sub account funds received and paid will zero each other out now that we only get reimbursed for exactly what we use. OIT will no longer be billed for services. Further information was given to why we no longer need to dispatch OIT.

LB31 Expenditures

Personnel Services: Budgeted to fully staff with an additional Comm. Supervisor, 10 full-time, 6 half-time and 1 part-time dispatcher. The numbers for dispatch staff could change depending on the contract and wages are proposed at a continuation of the current contract. Discussion regarding PERS rate. EAP is through SDAO due to Skylake's no longer providing a program and other options are being researched. SUI explanation and reminder that the district is a reimbursable employer. Recruitment stayed the same.

Materials and Services: Training increase would allow for new and current staff to receive mandatory and ongoing training. \$11,000 budgeted for APCO intellicom guide card training. Business insurance is projected to increase by 13.5%. Programs that we use will see an increase for subscriptions around 2.5-3% and are budgeted as such. Office supplies are increased an additional \$2000 to account for rising prices. Office equipment is budgeted for new boardroom chairs and a desk. Comm Equipment is budgeted for three chairs for dispatch along with headsets. Contract Services is increased to cover expected services through vendors: Tyler CAD, APCO intellicom, Centerlogic IT, EIS, Klamath Basin Cleaning, Daywireless, and Equature. Legal Services are budgeted separately from attorney fees. Language Line is the translation service used in dispatch. KIRG fees projected an increase of 2%. Legal Attorney Fees are for contract negotiations and the district board attorney.

Capital Outlay: Budgeted for the replacement of the Admin server and incomplete projects carried over from last year including the UPS switch.

Transfers: Proposed to transfer additional funds received from the levy to the equipment and building reserve investment accounts. Jessica recommended this over making a large lump sum payment to the building loan because the loan interest rate is 2.17% whereas the LGIP investment interest rate is 5.5%. Randy and Brandon agreed. Revisit if interest rate drops.

LGIP Equipment and Building Reserve: budgeted to receive transfers from the General Fund.

Second budget proposed if levy fails. Scales back to "bare bones" budgeted with only the absolute necessities to provide service and retain current filled positions. Costs decrease overall with less staff. Randy suggested that the board cut their training budget as well and only utilize free training. Discussion followed regarding the elimination of items from contract services. This would mean going back to cleaning and performing any other services that we could in house. The scaled back budget would end the year with about \$200,000 but this would not be enough to carry us until November when taxes are

received. If the levy fails we will need to look at a temporary funding source to cover the shortfall period.

IV. BUDGET DELIBERATIONS:

No further questions or discussion.

Jessica reminded the committee that the budget has to be adopted by the board and submitted to the County Clerk by July 15, 2024.

A second Budget Committee meeting will be held on May 22, 2024, at 11am.

V. PUBLIC COMMENT: None

VI. ADJOURN: The meeting adjourned at 12:17 pm.