

January 2017

JCESA

BOARD

MEETING



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

419 Sixteenth Avenue
Ranson, WV 25438
E-mail – jcesa@jcesa.org
Telephone – 304-728-3287
Fax – 304-728-6221

AGENDA

January 17, 2017

The January meeting of the Jefferson County Emergency Services Agency (JCESA) Board will be held at 7pm on Tuesday January 17, 2017 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson, West Virginia 25438.

Roll Call Sign in Sheet

Call to Order

Approval of the December Minutes (Ambulance Hearing too)

Treasurer's Report

Followed by: Brief report by Director Pouget reference update on on-boarding costs / separation of employees.

Chairman's Report

President JCFRA

Director's Report

- Report from Dr. Cassi Fields on a possible class and compensation study for the JCESA employees.
- Deferred Compensation plan for JCESA Employees
- Fiscal 2018 budget submittal power point
- DOA transport request to table to Operations Committee
- NFIRS report
- Communications and quickest route update
- CAD Data progress
- Update on Volunteer RRT Grant (Allen Keyser)

Board Member Requests

Committee Reports

- Administrative Committee Report
- Operations Committee Report
- Budget Committee Report

It's About Saving Lives...



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Unfinished Business

- Revisit e- mail set up

New Business

Employee Liaison

Review of current projects to keep the Board informed

Public Comment (Limit 5 minutes per person)

Board Member Comments

Adjournment

Members of the public are invited to attend the meeting. The JCESA Operations Center is handicapped accessible. Members of the public having any questions about the meeting may contact JCESA at 304-728-3287 during normal business hours.



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Minutes for the Ambulance Hearing December 20, 2016

The December 20, 2016 Class II hearing on the Ambulance Ordinance was held at the Jefferson County Emergency Services Agency (JCESA) located at 419 Sixteenth Avenue, Ranson West Virginia 25438. The hearing took place at 6 pm prior to the regularly scheduled December JCESA Board meeting. Board Members present: Chairman Chris Conroy, Vice Chair Jane Tabb, Dr. Marney Treese, Member Aaron Watson, Member Steve Sowers and Member Dr. Jason Turner.

Assistant Prosecuting Attorney: Nathan P. Cochran was not present.

Call to Order

Chairman Chris Conroy called the meeting to order at 1802 hours. The meeting was conducted in accordance with **Section 8 of the Ordinance entitled BUDGET DEVELOPMENT:**

The Jefferson County Emergency Services Agency shall hold an annual public hearing for the purpose of receiving written or oral public comments pertaining to the operations of the JCESA within Jefferson County. This public hearing shall be advertised as a Class II legal advertisement in local newspapers within the County.

The required public hearing shall be held no later than the regular December Board of Directors meeting in order to provide JCESA sufficient time to consider any improvements or changes in services and to account for said changes when submitting the annual budget request to the Jefferson County Commission.

Director Pouget presented a "services needs budget power point" (see attached) indicating to the Board that if they were utilizing this bucket of money to achieve the goal of "peak time" staffing, they would need to double the fee for private homes as well as commercial establishments. This would allow the JCESA to provide the Volunteer Fire Companies with staffing during the busiest times of the day.

No motions were made and no public comments were presented or received to present by the JCESA Director. The meeting lasted 1 hour, 3 minutes and 34 seconds.

Adjournment Note: These minutes were prepared by **Director Denise S. Pouget**



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Minutes
December 20, 2016

The December 20, 2016 meeting of the Jefferson County Emergency Services Agency (JCESA) Board was held at 7 pm on Tuesday December 20, 2016 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson West Virginia 25438. Board Members present: Chairman Chris Conroy, Vice Chair Jane Tabb, Dr. Marney Treese, Member Aaron Watson, Member Steve Sowers and Member Dr. Jason Turner.

Assistant Prosecuting Attorney: Nathan P. Cochran was present.

Call to Order

Chairman Chris Conroy called the meeting to order at 1905 hours.

Approval of Minutes

The November minutes were approved as presented. **A motion by Jane Tabb was made to accept the November minutes as presented. Chris Conroy seconded the motion. The motion passed 4-0.**

Treasures Report

Bob Baker reported on the labor costs. The trend is showing a spike in part time salary costs. The reason for this is on boarding expenditures. While we always anticipate some on boarding costs, we didn't forecast a need to replace 20% of our full time workforce in the span of a few short months. The trend is down in December, we anticipate it to continue to fall in our favor; it **might** make our current forecast tight at the end of the year. It is too soon to tell, and we will continue to watch it closely. Mr. Baker stated there is no need to make any changes at this point and upon examination of all other labor costs, the on boarding expenditures are the driving force behind the increase in labor costs. **No motion made to accept the report. Needs to happen at next regular meeting.**

Chairman's Report

Chairman Conroy reminded everyone that the SOG's are on line. He discussed the process for track changes. He stated that Bob Burner will send instructions via the JCESA email on how to access the drop box.

President of JCFRA

Not Present-No Report



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Directors Report

Quickest Route Report: The box cards are loaded into the system.

CAD Data-Chris Cross at ECC is has separated the different response times for EMS and Fire. There appears to be a lot of variables. The data is still raw.

Report to the Commission: *This went well.* I have been asked to speak for the “We the People Group” on January 9, 2016.

Class and Compensation: Dr. Fields to attend the January meeting to meet the Board and give a brief overview

Volunteer Recruitment and Retention Grant: Allen Keyser reported on progress with policies and procedures to create a consistent program in an effort to assist the Volunteer Departments within Jefferson County.

We are partnering with Berkley County’s Volunteer Recruiter.

Board Member Request

Committee Reports

Administrative Committee: No report

Operational Committee: No report

Budget Committee: No report

Unfinished Business

Chairman Conroy reminded everyone to set up their e mail addresses with John Lyons.

New Business

Nathan Cochran presented the operational MOU with Mount Weather. Vice Chair Jane Tabb made a motion to have the ESA ratify the MOU with Mount Weather and have the ESA Chair Chris Conroy sign on behalf of the ESA. The MOU will then be sent to the commission for final ratification. The motion was seconded by Chris Conroy. Motion passed 5-0.

The Fire Chiefs will sign the MOU at the regular Chiefs meeting.



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Employee Liaison

Report of ongoing projects by Lt. Trafford.

Public Comment

Chief Marshall DeMeritt spoke about Shepherd play off season. They had 7,000 to 8,000 people during this event. Two ESA employees stepped up to help staff the ALS units during this time of high demand. He gave kudos to the ESA for Lt. Trafford and FF/PM Rufus Sine's willingness to help during this time of high demand.

Chief Earl Cogle spoke about the high demand for body transports in Jefferson County. He requested that when the DOA is in a Department's first due area, please help load the body. He had 14 bodies last week. The County is receiving a service that has become very demanding, costly and labor intensive for the Blue Ridge Volunteer Fire Company.

Board Member Comments

Motion to adjourn meeting by Jane Tabb, Second by Chris Conroy Motion Passed 5-0.

Adjournment Note: These minutes were prepared by **Director Denise S. Pouget**

JCESA 2017 Budget Meeting

1/17/16

JCESA 2017 Budget Overview

- 2017 Budget/Forecast = \$2,282K.
- This is allocated as follows: Amb Fee department is \$758K plus additional \$45k approved by board for gear/equipment which equals \$803K. The JCESA department is \$1,479K.
- Bank Account Balances at 12/30/16:
 - Payroll = \$15,268
 - General = \$335,868
 - Ambulance Fee Funds = \$544,450
 - Mortgage = \$150,286
- Submitted first FEMA Grant invoice (\$4k) and payment received within 10 days !
- The Ambulance Fee balance at end of June 2017 is expected to be approximately \$550K. This assumes that an additional \$650K will be deposited in next few months.

Current 2017 DEC YTD Results (JCESA & Amb Fee)

JCESA Dec FY17 YTD Financial Summary
(26 Weeks out of 52 weeks)

	A		B		A+B		Pro rated		YTD Variance		Current	
	Amb Fee	JCESA	Actuals	Forecast	Forecast	YTD Variance	Forecast	as of Dec.				
	Dec YTD	Dec YTD	Dec YTD	Dec YTD	Dec YTD	Budget vs Actuals						
Full Time Salaries	\$ 147,696	\$ 397,538	\$ 545,234	\$ 585,000	\$ 39,766	\$ 1,170,000						
Fringe Benefits	\$ 73,352	\$ 136,560	\$ 209,912	\$ 205,000	\$ (4,912)	\$ 410,000						
Part Time Salaries	\$ 96,309	\$ 31,283	\$ 127,592	\$ 87,500	\$ (40,092)	\$ 175,000						
Overtime	\$ 37,512	\$ 2,619	\$ 40,131	\$ 42,500	\$ 2,369	\$ 85,000						
Workers Comp.	\$ 16,785	\$ 32,609	\$ 49,394	\$ 67,500	\$ 18,106	\$ 135,000						
Liability Insurance	\$ 9,306	\$ 18,063	\$ 27,369	\$ 22,500	\$ (4,869)	\$ 45,000						
All Other Expenses	\$ -	\$ 80,355	\$ 80,355	\$ 131,000	\$ 50,645	\$ 262,000						
Total	\$ 380,960	\$ 699,027	\$ 1,079,987	\$ 1,141,000	\$ 61,013	\$ 2,282,000						

NOTES:

1. Above is expense budget/forecast only and does not assume any additional budget that results from ambulance billing income or EMS supplies.
2. Annual mortgage cost of \$81K not included in above as it is covered through impact fee budget.

Jefferson County Emergency Services Agency
2017 Budget Forecast

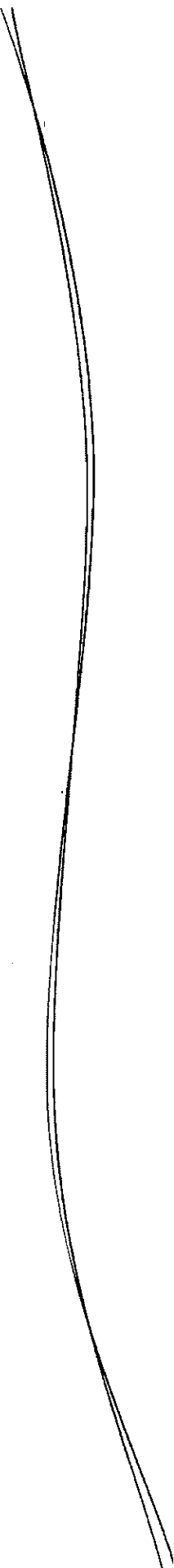
2016-17 Forecast

Expenses	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
	2	2	3	2	2	2	2	2	3	2	2	2	26
Full Time	33,340.00	29,847.00	43,858.00	31,011.00	(17,476.00)	27,116.00	26,500.00	26,500.00	40,000.00	26,500.00	26,500.00	26,500.00	320,196.00
Part Time - Ops	17,193.00	18,809.00	30,783.00	19,327.00	(16,918.00)	11,098.00	10,000.00	10,000.00	15,000.00	10,000.00	10,000.00	10,000.00	145,292.00
Overtime - OPS	7,362.00	5,868.00	5,976.00	5,544.00	6,602.00	6,161.00	8,000.00	8,000.00	12,000.00	8,000.00	8,000.00	8,000.00	89,513.00
Medical Director	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Worker Comp	699.00	3,651.00	3,847.00	2,797.00	2,994.00	2,797.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	34,785.00
FICA/Med	4,416.00	4,156.00	6,157.00	4,284.00	(2,115.00)	3,386.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	39,464.00
Subtotal	63,010.00	62,331.00	90,621.00	62,943.00	(26,913.00)	50,558.00	50,700.00	50,700.00	73,200.00	50,700.00	50,700.00	50,700.00	629,250.00
Hosp	4,155.00	-00	11,819.00	5,609.00	3,740.00	4,363.00	4,000.00	4,000.00	6,000.00	4,000.00	4,000.00	4,000.00	55,486.00
Life	-00	426.00	363.00	281.00	286.00	249.00	300.00	300.00	300.00	300.00	300.00	300.00	3,405.00
Dental	-00	616.00	398.00	381.00	325.00	328.00	500.00	500.00	750.00	500.00	500.00	500.00	5,298.00
Retirement	3,654.00	2,979.00	6,508.00	3,679.00	(799.00)	3,737.00	4,000.00	4,000.00	6,000.00	4,000.00	4,000.00	4,000.00	48,758.00
Subtotal	7,809.00	4,021.00	18,888.00	9,950.00	3,552.00	8,677.00	8,800.00	8,800.00	13,050.00	8,800.00	8,800.00	8,800.00	109,947.00
Fuel	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Maintenance	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
License Ops	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Supplies	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Auto Insurance	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Liability	1,551.00	1,551.00	1,551.00	1,551.00	1,551.00	1,551.00	1,551.00	1,551.00	1,551.00	1,551.00	1,551.00	1,551.00	18,612.00
Erns Supplies	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Misc and Cloth	-00	-00	-00	15,981.00	-00	-00	-00	-00	-00	-00	-00	-00	45,000.00
Tech Svc	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Trav/Train	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Subtotal	1,551.00	1,551.00	1,551.00	17,532.00	1,551.00	1,551.00	1,551.00	1,551.00	1,551.00	1,551.00	1,551.00	1,551.00	63,612.00
Prof Svc	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Medical Exp	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Postage	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Office Exp	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Equip Rent	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Telephone	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Utilities	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Rep & Maint	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Advertising	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Dues & Sub	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Audit Costs	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Background Ck	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Other	-00	-00	-00	-00	228.00	-00	-00	-00	-00	-00	-00	-00	228.00
Third Party Billing	-00	-00	-00	-00	-00	228.00	-00	-00	-00	-00	-00	-00	228.00
Subtotal	-00	-00	-00	-00	-00	228.00	-00	-00	-00	-00	-00	-00	228.00
Equipment	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00	-00
Cumulative Expenses	72,370.00	67,903.00	111,060.00	90,425.00	(21,582.00)	60,786.00	61,051.00	61,051.00	87,801.00	61,051.00	61,051.00	61,051.00	803,037.00
	140,273.00	251,333.00	341,758.00	320,176.00	380,962.00	442,013.00	503,064.00	590,865.00	651,916.00	712,967.00	803,037.00		

2017 Budget Forecast

2015-16 Forecast

Expenses	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		Total	
	Actual	2	Actual	2	Actual	3	Actual	2	Actual	2	Actual	2	FCST	2	FCST	2	FCST	3	FCST	2	FCST	2	FCST	2		
Full Time	15,924.00		56,392.00		82,339.00		58,978.00		114,089.00		69,816.00		70,000.00		70,000.00		105,000.00		70,000.00		70,000.00		70,000.00		70,000.00	882,538.00
Part Time - Ops									29,327.00		1,956.00		1,500.00		1,500.00		1,500.00		1,500.00		1,500.00		1,500.00		1,500.00	40,283.00
Overtime - Ops									2,321.00		298.00		500.00		500.00		750.00		500.00		500.00		500.00		500.00	6,250.00
Medical Director	-0.00		1,000.00		500.00		500.00		500.00		500.00		500.00		5,500.00		8,000.00		5,500.00		5,500.00		5,500.00		5,500.00	23,952.00
Worker Comp	1,681.00		7,144.00		7,487.00		5,455.00		4,520.00		5,431.00		5,500.00		5,500.00		8,000.00		5,500.00		5,500.00		5,500.00		5,500.00	86,560.00
FC/M/med	1,252.00		4,405.00		6,382.00		4,520.00		11,186.00		5,597.00		5,500.00		5,500.00		8,000.00		5,500.00		5,500.00		5,500.00		5,500.00	68,842.00
Subtotal	18,857.00		69,941.00		96,688.00		69,453.00		162,854.00		83,597.00		83,000.00		83,000.00		123,250.00		83,000.00		83,000.00		83,000.00		83,000.00	1,057,092.00
Hosp	7,716.00		-0.00		17,658.00		9,723.00		5,698.00		9,349.00		9,400.00		9,400.00		14,100.00		9,400.00		9,400.00		9,400.00		9,400.00	111,244.00
Life	484.00		547.00		640.00		599.00		297.00		571.00		520.00		520.00		780.00		520.00		520.00		520.00		520.00	6,578.00
Dental	(76.00)		1,114.00		581.00		572.00		116.00		591.00		550.00		550.00		825.00		550.00		550.00		550.00		550.00	6,483.00
Retirement	2,729.00		5,921.00		10,099.00		5,795.00		13,300.00		8,528.00		7,000.00		7,000.00		10,000.00		7,000.00		7,000.00		7,000.00		7,000.00	91,280.00
Subtotal	10,853.00		7,582.00		28,898.00		16,689.00		19,411.00		19,037.00		17,470.00		17,470.00		25,705.00		17,470.00		17,470.00		17,470.00		17,470.00	215,525.00
Fuel	687.00		1,256.00		1,012.00		1,282.00		1,387.00		962.00		1,000.00		1,000.00		500.00		1,000.00		1,000.00		1,000.00		1,000.00	12,586.00
Maintenance	-0.00		-0.00		460.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00	1,460.00
License Ops	200.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00	1,200.00
Supplies	-0.00		192.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00	1,692.00
Auto Insurance	-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00	9,000.00
Liability	3,011.00		3,334.00		3,011.00		3,011.00		3,011.00		3,011.00		3,011.00		3,011.00		3,011.00		3,011.00		3,011.00		3,011.00		3,011.00	36,455.00
Erns Suppl	2,038.00		460.00		4,278.00		2,213.00		2,213.00		1,223.00		2,000.00		2,000.00		2,000.00		2,000.00		2,000.00		2,000.00		2,000.00	23,032.00
Misc and Cloth	1,993.00		2,584.00		6,553.00		1,096.00		533.00		402.00		800.00		800.00		800.00		800.00		800.00		800.00		800.00	17,961.00
Tech Svc	449.00		449.00		601.00		558.00		3,304.00		488.00		1,000.00		1,000.00		1,000.00		1,000.00		1,000.00		1,000.00		1,000.00	11,847.00
Travel/Train	-0.00		2,000.00		1,508.00		275.00		1,235.00		512.00		500.00		500.00		500.00		500.00		500.00		500.00		500.00	8,530.00
Subtotal	8,378.00		10,275.00		17,423.00		7,042.00		11,683.00		6,596.00		8,561.00		8,561.00		9,061.00		8,561.00		8,561.00		8,561.00		8,561.00	123,763.00
Prof Svc	975.00		2,300.00		1,600.00		965.00		1,700.00		900.00		2,000.00		2,000.00		2,000.00		2,000.00		2,000.00		2,000.00		2,000.00	20,440.00
Medical Exp	-0.00		1,503.00		50.00		2,029.00		524.00		750.00		750.00		750.00		750.00		750.00		750.00		750.00		750.00	8,606.00
Postage	-0.00		71.00		47.00		19.00		47.00		80.00		80.00		80.00		80.00		80.00		80.00		80.00		80.00	664.00
Office Exp	-0.00		92.00		10.00		229.00		337.00		793.00		300.00		300.00		300.00		300.00		300.00		300.00		300.00	3,261.00
Equip Rent	226.00		410.00		711.00		234.00		228.00		326.00		300.00		300.00		300.00		300.00		300.00		300.00		300.00	3,935.00
Telephone	-0.00		-0.00		128.00		454.00		214.00		205.00		500.00		500.00		500.00		500.00		500.00		500.00		500.00	4,001.00
Utilities	465.00		1,590.00		1,421.00		343.00		873.00		2,490.00		1,600.00		1,600.00		1,600.00		1,600.00		1,600.00		1,600.00		1,600.00	17,095.00
Rep & Maint	-0.00		504.00		21.00		343.00		39.00		15.00		100.00		100.00		100.00		100.00		100.00		100.00		100.00	1,483.00
Advertising	-0.00		-0.00		248.00		556.00		102.00		39.00		100.00		100.00		100.00		100.00		100.00		100.00		100.00	1,443.00
Dues & Sub	180.00		-0.00		180.00		-0.00		102.00		125.00		125.00		125.00		125.00		125.00		125.00		125.00		125.00	1,212.00
Audit Costs	-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00	6,000.00
Backgroun Ck	-0.00		241.00		115.00		232.00		392.00		9.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00	1,002.00
Bank/Other	13.00		7.00		74.00		7.00		7.00		7.00		7.00		7.00		7.00		7.00		7.00		7.00		7.00	488.00
Third Party Billing	-0.00		7.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00		-0.00	488.00
Subtotal	1,859.00		6,718.00		4,605.00		6,917.00		4,483.00		4,738.00		10,855.00		5,855.00		5,855.00		5,855.00		5,855.00		5,855.00		5,855.00	69,630.00
Equipment/Depreciation	919.00		919.00		919.00		919.00		919.00		919.00		919.00		919.00		919.00		919.00		919.00		919.00		919.00	11,028.00
	40,866.00		94,435.00		148,533.00		101,020.00		199,330.00		114,887.00		120,805.00		115,805.00		164,790.00		116,205.00		115,205.00		145,157.00		147,038.00	1,477,038.00
Cumulative Expenses			135,301.00		283,834.00		384,854.00		584,184.00		699,071.00		819,876.00		935,681.00		1,100,471.00		1,216,676.00		1,331,881.00		1,477,038.00		1,477,038.00	



**Did you know how your Fire
and EMS service is funded?**



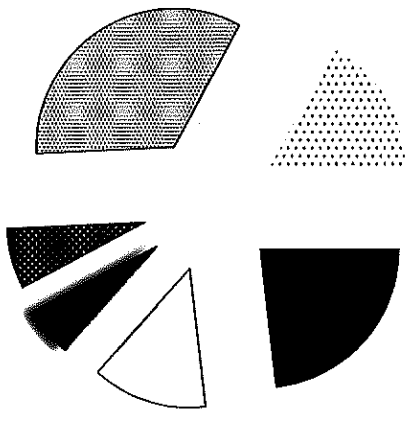
Dedicated Volunteers

- work hard to keep the costs for Fire and EMS Service down
- They hold Bingo games, have pancake breakfasts, sell Christmas trees, make apple butter and much more.
- Oh, and they answer emergency calls!
- They have the same financial struggles we all do, but they give selflessly to their Community. The Jefferson County Emergency Services Agency provides supplemental staffing as to allow them to work, go to school and spend some family time. While our Volunteers are working, JCESA needs to increase staffing during the busiest times of the day. JCESA needs to provide “Peak Time” core staffing to ensure we provide service to the Community and preserve our valuable Volunteers! Let’s not burn them out!

Did you know that the total cost of Fire and EMS service in Jefferson County WV is \$4,422,843.00 without an overall Capital Improvement Plan? Donations and fund drives are not included in this figure because these methods have not proven to be a consistent source of revenue. The County funds a total of 46.8% of the EMS and Fire budget.

- Volunteer Ambulance Billing 23%
- Volunteer funding the JCC (General Fund) 13.4%
- Volunteer Deficit 6%
- Volunteer funding from WV State 7%
- JCESA funding the JCC (General Fund) 33.4%

JCESA funding- Ambulance Fee collections 17%



Summary of Major Expenses Incurred by Volunteer Fire Departments

• Building, grounds, maintenance, mortgage	\$186,441.00
• Fuel	\$111,153.00
• Insurance (VFIS, workers comp.)	\$350,149.00
• Utilities	\$180,533.00
• Vehicle payments	\$333,930.00
• Vehicle maintenance and repairs	\$ 207,025.00
• Ambulance supplies	\$182,894.00
• Gear and equipment (hose, PPE, SCBA, etc..)	\$ 196,354.00
• Annual testing (hose, pump, ladders, etc..)	\$26,869.00
• Supplies, professional services	\$136,796.00
• Other (function/event, training, reserve)	<u>\$ 307,699.00</u>
• Total expenditures:	\$ 2,219,843.00

Summary of consistent income for Volunteer Fire Departments

* Ambulance Billing	\$1,045,496	
* Jefferson County Commission	\$420,000 = FY2016	
*	\$595,000 =FY2017	
* WV State Funding	\$339,004	
* TOTAL INCOME less donations FY16	\$1,804,500	FY17 \$1,979,500
* Cost of doing business	<u>\$2,219,843</u>	
Financial Gap 2016	\$415,343	
* Financial Gap 2017	\$240,343	

Did you know the expense for Fire and EMS Capital items is significant? If you had to replace the front line fleet in Jefferson County Tomorrow, the cost would be catastrophic. The Volunteers own the Fire Stations (which they have worked hard to pay for).

Apparatus: \$350,000 per Ambulance; \$1,000,000 Fire Truck; \$600,000 per Engine; \$800,000 per tanker.

- Approximate cost of new front line fleet less brush tankers = \$14,250,000.
This includes 7 new ambulances, 7 new engines, 7 new tankers, 2 new fire trucks.

- Replacement standards anywhere between 7 to 15 years (many of our front line units exceed the NFPA 1901 standard).

ADDITIONAL CAPITAL

- Personal Protective Equipment (fire fighting gear): \$2,500 per one set (each member should have one set. Many jurisdictions have two sets). 80 members = **\$200,000.00**
- Self Contained Breathing Apparatus (air tanks): \$5,000 per one SCBA (quantity needed is based on riding positions) **7 engines (28); 2 trucks (12); 7 ambulances (14). Total SCBA = 245,000.00**

JCESA 2016 Budget Overview

- County Commission Funding = \$1,448K (15 FT and 2 FT Mgmt.)
- Ambulance Fee Funding = 626K (8 FT)
- Total Funding = \$2,074K. Due to this years ambulance fee disbursement in October, our ambulance fee carry over from the previous year allowed us to do 100% backfill which supports section 7 and section 11 of the ambulance fee ordinance.

- Year End Forecast at 100% Backfill = \$2,098K (approved at Oct. Board)

Annual Expenses by Category: (93% salaries)

- FT Salaries	\$1.070K	52%
- FT Fringe Ben.	\$410K	20%
- PT Salaries	\$195K	9%
- OT	\$82K	4%
- Workers Comps	\$123K	6%
- Liability Insurance	\$46K	2%
- All Other (Auto, EMS supplies, travel and training, maintenance, logistic supplies, fuel, telephone and utilities, professional services and technical support)	\$148K	7%
TOTAL	\$2,074K	
	\$2,098K	

\$2,074K with 100% backfill after approval at the October Board meeting

\$2,098K.

Proposed FY2017 Budget for JCESA

Staff Count Backfill	Current 2016 with 100% Backfill	2017 Proposed with 100%
	25 Full Time Staff	26 Full Time Staff
• Full time Salaries	\$1,041,000.00	\$1,081,000.00
• Fringe benefits	\$ 412,000.00	\$438,000.00
• Part time salaries	\$ 105,000.00	\$105,000.00
• Overtime	\$ 150,000.00	\$165,000.00
• Workers Comp.	\$123,000.00	\$143,000.00
• Liability Insurance	\$46,000.00	\$46,000.00
• All other expenses	\$221,000.00	\$ 225,000.00
• Total	\$2,098,000.00	\$ 2,203,000.00



DID YOU KNOW HOW MANY Fire and EMS incidents have occurred in Jefferson County for 2016

- 2016 shows a **5.6% increase** in call volume = **6,360**.
This places a greater demand on service needs!
- **6,006 total in 2015**
- **Over 80% is EMS**
- **5,910 total in 2014**

Did you know that the Ambulance Fee you pay funds staffing in the Fire Stations and supplies some critical Emergency Medical Support equipment?

- Currently funds 8 fulltime staff
- Has been utilized to buy critical gear and equipment needed to run Emergency Medical Incidents

DID YOU KNOW: Even though we are paying a small fee for ambulance service, and we need to discuss increasing the service we provide to be responsible and take proper care of you..., we are providing these services for a lot less because of our dedicated volunteers!

- Local regional costs of Fire and EMS in other combination systems:
- 222.3 million = Montgomery County Maryland
- 55,905,882 million = Loudon County Virginia
- 54,032,956 million = Frederick County Maryland
- 11,120,268 million = Frederick County Virginia
- 4,422,843 million = Jefferson County West Virginia



Closest “Apples to Apples” comparison

- Berkeley County West Virginia:
- Berkeley Ambulance Authority and the Berkeley Fire Departments budgets total \$9,400,000
- Add the City of Martinsburg (which is included in their total census population data) \$3,643,165
- Total budget for Berkeley County equals \$13,043,165
- Comparing the two West Virginia Counties by the census data, Jefferson County serves half the population under similar circumstances.
- 50% of Berkeley County Fire and EMS expenditures total \$6,521,582.
- Jefferson County receives \$4,442,843. towards Fire and EMS expenditures. **This is a total of \$2,098,739.5 dollars less than Berkeley County in totality.**

~~Jefferson County versus Berkeley County Comparison for costs of available Fire and EMS resources less the Air Guard and the Veterans Administration~~

- Berkeley County population: 111,901 persons
($\$13,043,165$ divided by 111,901 persons = $\$116.55$)
- Cost of Fire and EMS service per person = $\$116.55$
- Jefferson County population: 56,482
- Cost of Fire and EMS service per person = $\$78.60$
($\$4,442,843$ divided by 56,482 persons = $\$78.60$)

Five Year Strategic Plan

Five Year Strategic Plan:
Dollars in 000's

	FY17 Year-1	FY18 Year-2	FY19 Year-3	FY20 Year-4	FY21 Year-5
JCESA	\$1,479.00	\$1,523.00	\$1,569.00	\$1,616.00	\$1,664.00
Ambulance Fee	\$758.00	\$2,050.00 2)	\$2,403.00 2)	\$2,788.00 2)	\$3,191.00 2)
Volunteers	\$595.00	\$793.00 3)	\$817.00	\$842.00	\$867.00
Total	\$2,832.00	\$4,366.00	\$4,789.00	\$5,246.00	\$5,722.00
Total Headcount =	26	39	44	48	52
New Headcount =		13	5	4	4

Major Assumptions:

1. Annual escalation of 3% to cover inflation for salaries and expenses.
2. New headcount and associated costs (fringe and equipment) included in Ambulance fee budget for FY18 thru FY21.
3. Volunteer budget in FY18 covers 100% of shortfall in operations costs.
4. Included in FY18 Ambulance fee is a new vehicle at \$60K.

NOTE: Not included above is any capital requirements for volunteers related to gear, SCBA or new trucks/support vehicles.



Please make informed decisions!

- Support “Peak Time” supplemental staffing and help us preserve our very valuable Volunteers in Jefferson County! Help JCESA help out our Volunteers!

- Questions? Please e mail JCESA Director Denise S. Pouget at dpouget@jcesa.org

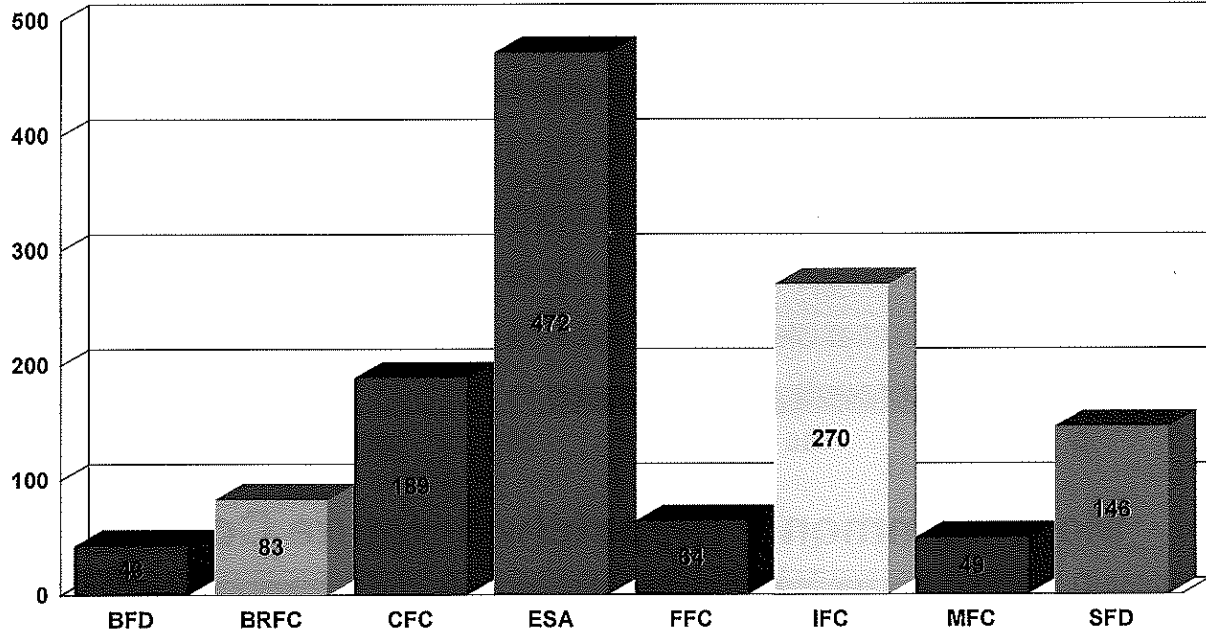


Jefferson County Emergency Communications Monthly Fire and EMS Activity Report

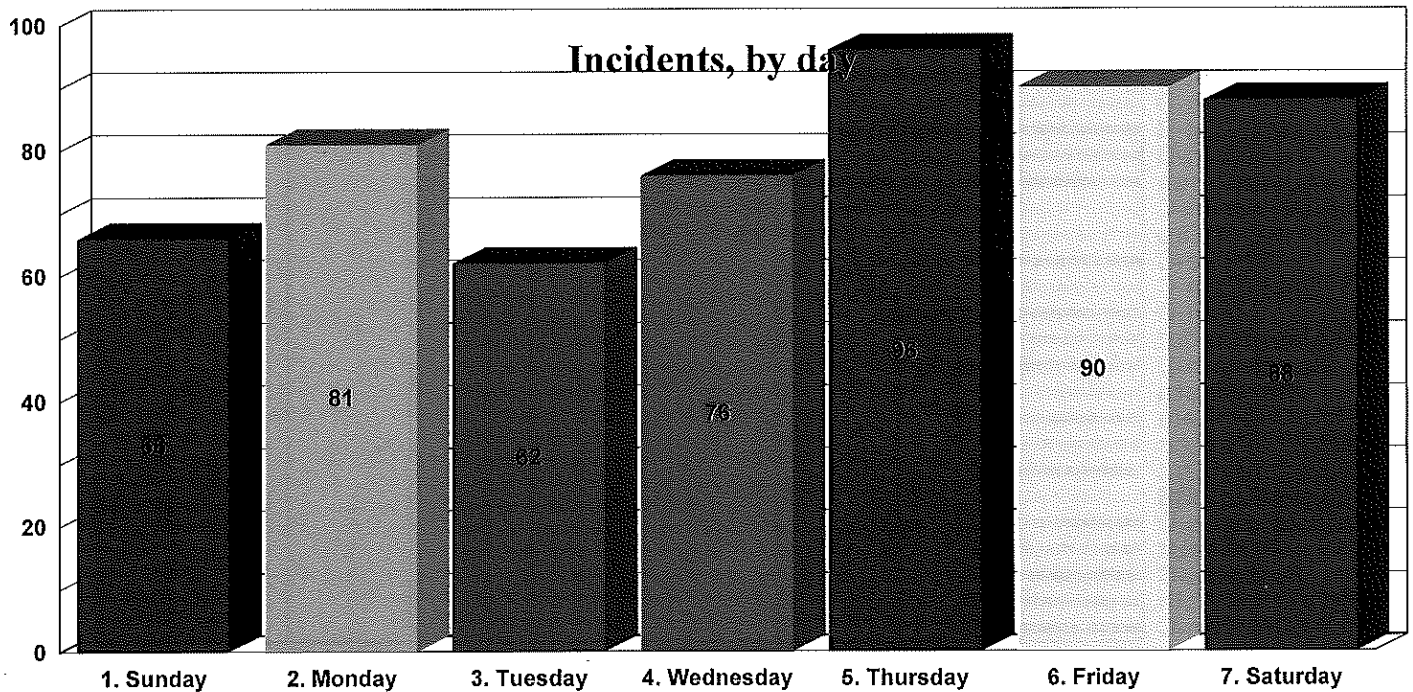
From 12/01/2016 to 12/31/2016

Total Incidents: 559

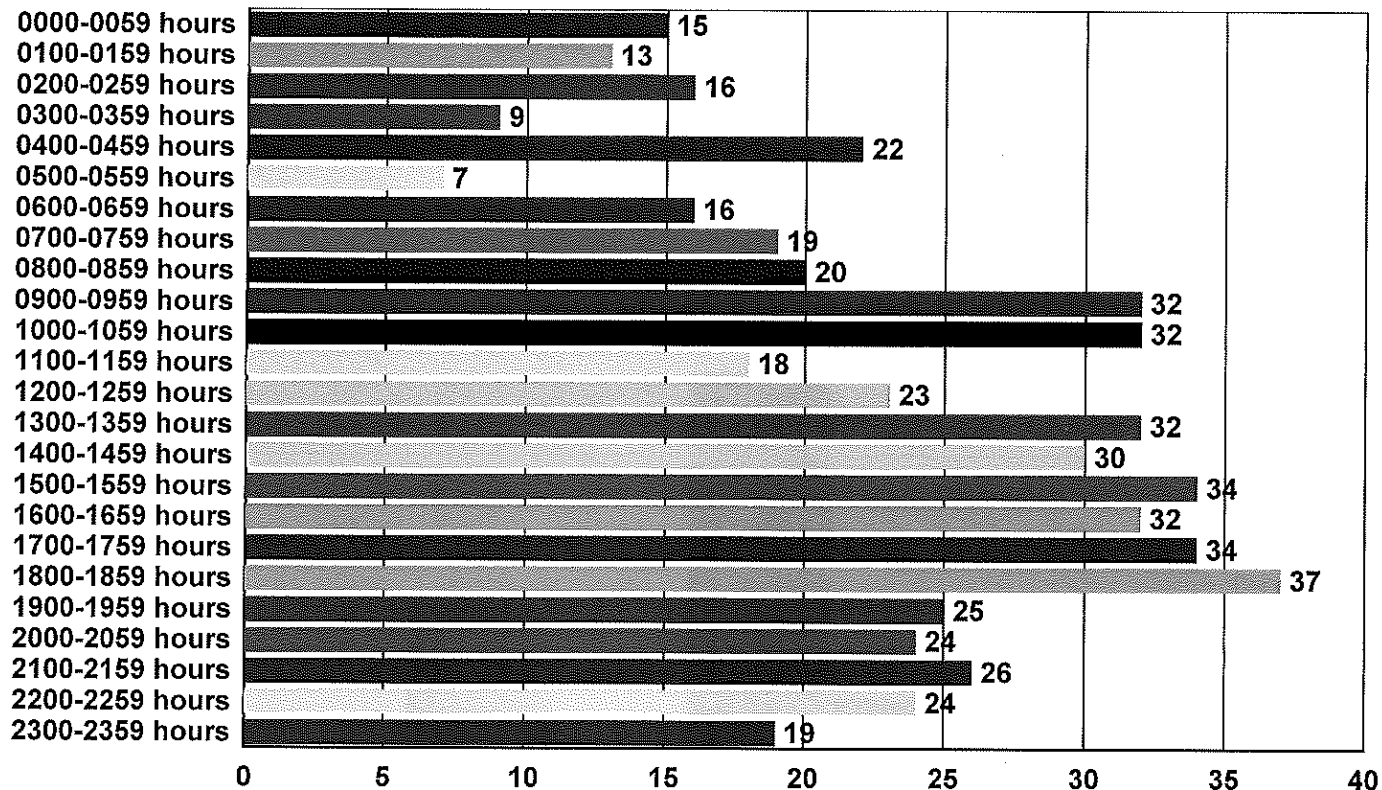
Incidents, by Agency



Incidents, by day



Incidents, by hour



Most Commonly Dispatched Nature Codes

