

**Jefferson County**

**Emergency Services Agency**



**Board Meeting**

**March 16, 2021**

**7:00pm**



## JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

419 Sixteenth Avenue ■ Ranson, WV 25438

Tel: 304-728-3287 ■ Fax: 304-728-6221 ■ [jcesa.org](http://jcesa.org)

### AGENDA March 16, 2021

The March meeting of the Jefferson County Emergency Services Agency (JCESA) Board will be held at 7:00 p.m. on Tuesday, March 16, 2021.

This meeting will be held via video conferencing and the public will not be permitted into the building unless prior approval by request due to COVID19 restrictions and limited occupancy per the agreement of the JCESA Board. However, they are invited to attend via live stream by following the *Live Board Meeting* link, which will appear on the [jcesa.org](http://jcesa.org) website under the *Board of Directors* tab.

Public comments are welcome via email to [dlancaster@jcesa.org](mailto:dlancaster@jcesa.org). All public comments received *by 5:00 p.m.* on the day of the meeting will be read during the meeting and included in the minutes. Please indicate in your e-mail that it is for *public comment* and include your name.

ROLL CALL Sign-in Sheet – Call to Order by *Elliot Simon, Chairman*

PLEDGE OF ALLEGEANCE

APPROVAL OF MINUTES

- February 16, 2021 - Regular Meeting Minutes (*Discussion/Action*)

PROGRESS REPORT - BRM VFC

TREASURER'S REPORT

- Craig Simpson assisted by *Director Allen Keyser*  
– February 2021 Financials (*Discussion/Action*)

CHAIRMAN'S REPORT - None

JCFRA REPORT

- Association Update – Chief Ross Morgan

DIRECTORS'S REPORT

- JC Tuberculosis Association Grant Request – Submitted 03.05.21
- FEMA Grant Update - 02.17.21 Received Letter *Financial Monitoring Review*

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# JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

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BOARD MEMBER REQUESTS - None

UNFINISHED BUSINESS - None

NEW BUSINESS

- Jefferson County Circuit Court Civil Action #17-C-174 - Cochran  
*(Discussion/Action)*
- *ESA Staff Coverage and Assignments – Jackson*
- *Discuss Policy Regarding ESA Staff and Volunteering at Fire Departments - Jackson*

PUBLIC COMMENT (Limit 5 minutes per person)

BOARD MEMBER COMMENTS – None

ADJOURNMENT

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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419 Sixteenth Avenue ■ Ranson, WV 25438

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## Meeting Minutes February 16, 2021

The February regular meeting of the Jefferson County Emergency Services Agency (JCESA) Board was held at 7:05 p.m. on Tuesday, February 16, 2021 at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson, West Virginia 25438.

This meeting was held via video conferencing and the public was not admitted into the building but invited to attend via live stream and provided a link that was posted on the JCESA website, agenda, and displayed on the front lobby window.

### CALL TO ORDER

- The meeting was called to order at 7:05 p.m. – confirmed quorum by Chairman Simon.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

Member	Present	Member	Present
Allen Keyser	Yes	Debbie Lancaster	Yes
Elliot Simon	Yes	Tony Troxel	Yes
Tricia Jackson	Yes	Craig Simpson	Yes
Nathan Cochran	Yes*	Bob Faas	Yes
Dr. Marney Treese	No	Steve Harris	No
Joshua Stillwell	Yes	Ross Morgan	No

### APPROVAL OF MINUTES

- Motion by Faas, 2nd by Troxel to approve the January 13, 2021 – *Special* meeting minutes as submitted - Motion carries unanimously on voice vote.
- Motion by Jackson, 2nd by Troxel to approve the January 19, 2021 *Regular* meeting minutes as submitted - Motion carries unanimously on voice vote.

### PROGRESS REPORT – BRMVFC

- Faas presented his summary of the current status of BRMVFC and the progress made to date. He also stated that the WV State Fire Commission had not yet completed their final report. BRMVFC was represented at the meeting by Christian Riddell, Esq., and Nicola Smith, Esq., who, along with Chief Cogle requested that the Board immediately return 24/7 ESA staffing operations at BRMVFC. Upon review of the remaining uncorrected issues, including the as yet

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incomplete final report by the WV State Fire Commission, the following motion was made, and the ESA Board agreed that all remaining issues would be discussed at the next regular meeting.

- Motioned by Jackson, 2<sup>nd</sup> by Stillwell, whereupon the Board voted to postpone further action at this time and review the staffing issue at the next regular meeting. Motion carries unanimously on voice vote.

## TREASURER'S REPORT

- Craig Simpson assisted by Director Allen Keyser. Keyser presented an overview of all the agency expenses, accounts, and payroll for the month of January 2021. This included the Directors financial report for the month of January 2021.
- Motioned by Jackson, 2<sup>nd</sup> by Faas to approve agency expenses as presented - Motion carries unanimously on voice vote.

## CHAIRMAN'S REPORT

- Simon and the ESA Board Members welcomed the two newly elected Citizen Representatives, Joshua Stillwell, and Steve Harris. Simon also mentioned ESA now has a full board consisting of seven members.

## JCFRA REPORT

- Simon mentioned Chief Ross Morgan is not present – therefore the association update will be deferred to next month's regular board meeting in March.

## DIRECTOR'S REPORT

Director Keyser reported on the following:

- Final FY22 Budget Presentation was completed and introduced to the County Commission on Tuesday, February 9<sup>th</sup> by Keyser and Captain Burner and should be finalized around March 2021.
- On January 27<sup>th</sup>, the Charles Town Women of the Moose Chapter #1028 selected ESA as one of the local recipients to receive an annual check donation for \$250.00 Normally they have an annual dinner presentation, but due to COVID checks were mailed this year.
- Captain Burner mentioned Workman's Comp with WVCorp-Risk Pool
  - ESAs past risk-mod was above 1 – meaning higher rates. Last year's risk-mod was .83, and we're happy to report that this year our preliminary risk-mod for next year will be .80 meaning we're not costing Workers Comp as much and we're below average.
  - Credit to policy and program changes made over the past years, and our safety officers relentless in making sure we're finding, fixing, and making certain to keep our people safe.
  - Special thanks to Deputy Safety Officers Lt. Sara Considine and Technician Ryan, and everyone for staying safe - proof is in the numbers!

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**BOARD MEMBER REQUESTS**

- Jackson mentioned how some county agencies have opened backup meetings to the public with limited occupancy taking COVID restrictions into consideration. She would like to see ESA do the same.
  - After discussion, the board agreed to open monthly board meetings backup to the public determined on the allowed maximum room occupancy square footage of 15 people in order to stay in compliance with COVID19 Health Department restrictions – as it stands, there are 12 board members and 2 required staff members leaving only (1) spot for a public citizen to attend the monthly meeting.
  - **ACTION:** To allow the public to attend ESA meetings providing they pre-register, and that it does not result in more than 15 people occupying the meeting room at any one given time.
  - Motioned by Faas, 2<sup>nd</sup> by Jackson to approve as agreed by the board - Motion carries unanimously on voice vote.

*Note: Only (1) public citizen will be approved to attend the monthly meeting based on the first request received following the Regular Monthly Meeting “Public Comment” guidelines posted on the [jcesa.org](http://jcesa.org) website – until such time the board revisits and motions to change.*

**UNFINISHED BUSINESS** - None

**NEW BUSINESS** - None

**PUBLIC COMMENT** - None

**BOARD MEMBER COMMENTS** - None

**ADJOURNMENT**

- Motion to adjourn by Jackson, 2<sup>nd</sup> by Faas - Motion carries unanimously on voice vote. Meeting adjourned at 7:46 p.m.

Respectfully submitted by Debbie Lancaster, Secretary.

\_\_\_\_\_  
Approved - Elliot Simon, JCESA Chair

\_\_\_\_\_  
Date

Income		Expenses	Full-Year Allocation	YTD Spend	Forecast
JCC - Gen. Fund	\$ 2,622,847	Full-time wages	\$ 1,979,621	\$ 1,282,895 ▲65%	\$ 1,978,318 ▲ 1,302
JCC - Amb. Fee	\$ 936,973	Part-time wages	\$ 163,668	\$ 103,157 ▲63%	\$ 163,371 ▲ 296
TB Assn.	\$ 17,378.69	Overtime*	\$ 188,627	\$ 120,215 ▲64%	\$ 183,595 ▲ 5,032
CARES	\$ 120,532.06	WC & payroll tax	\$ 347,568	\$ 224,961 ▲65%	\$ 343,271 ▲ 4,297
Sale of assets	\$ 12,999.99	Fringe	\$ 565,250	\$ 347,680 ▲62%	\$ 554,834 ▲ 10,416
Other	\$ 6,637.17	All other expenses	\$ 441,996	\$ 273,767 ▲62%	\$ 463,340 ▼ (21,344)
<b>Some income (i.e., dedicated grants) may not be reflected here.</b>		<b>Total</b>	<b>\$ 3,686,729</b>	<b>\$ 2,352,675 ▲64%</b>	<b>\$ 3,686,729</b>

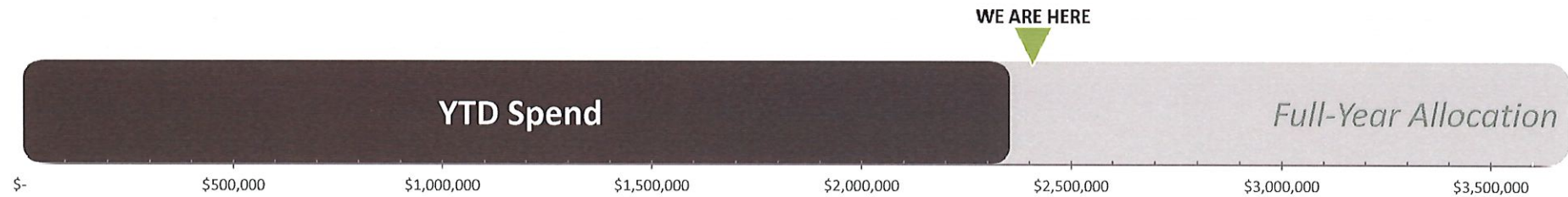
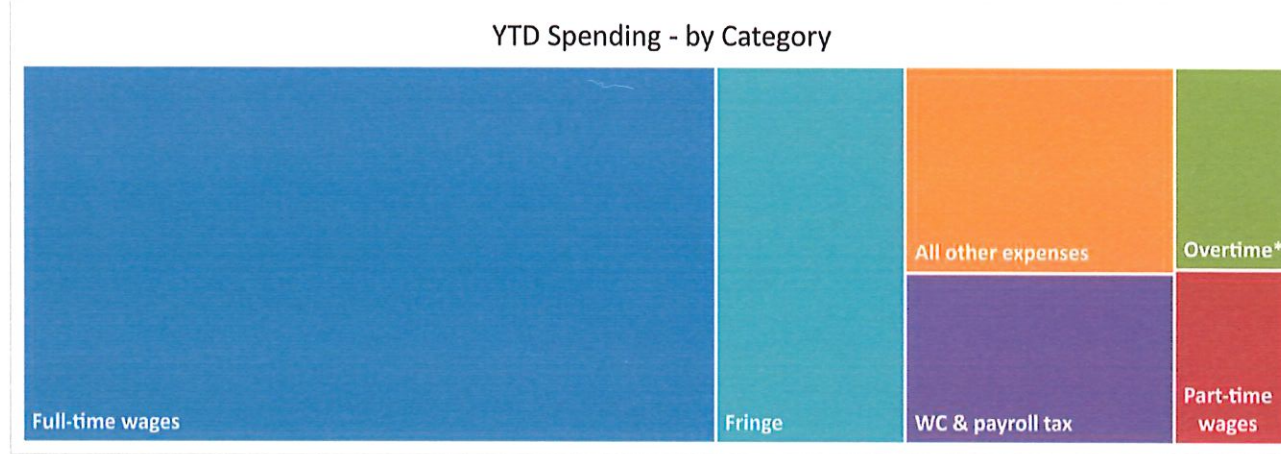
\*Includes Holiday pay paid at OT rate, which is not 'worked hours'

**Bank Account Balances**

as of: February 28, 2021

General	\$ 744,094
Payroll	\$ 47,982
Amb. Fee	\$ 540,245
Mortgage	\$ 138,445

Annual mortgage cost of \$81K not included in expenses as it is covered through impact fee budget.



65% of fiscal year complete based on 17 out of 26 pay periods finalized.

Jefferson County Emergency Services Agency Monthly Expense Budget - FY2021 (July 2020 - June 2021) Through January Fund: **COMBINED**

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
	2	2	2	2	2	3	2	2	2	2	2	3	26
Expenses	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast
Full Time	130,270	141,915	148,707	150,157	155,680	241,005	161,833	153,329	154,199	154,199	154,199	232,826	1,978,318
Part Time	14,333	12,388	11,156	11,769	14,252	17,030	12,625	9,605	14,057	13,527	13,527	19,103	163,371
Overtime	13,182	8,401	12,818	12,582	15,839	25,465	21,960	9,968	15,000	15,000	15,000	18,380	183,595
Worker Comp	13,150	13,914	13,914	13,914	13,914	13,914	13,914	13,914	13,914	13,914	13,914	13,914	166,204
FICA/Med	12,140	12,237	12,964	13,069	13,942	21,753	15,391	12,917	14,019	13,979	13,979	20,679	177,067
<b>Subtotal</b>	<b>183,075</b>	<b>188,854</b>	<b>199,558</b>	<b>201,491</b>	<b>213,627</b>	<b>319,168</b>	<b>225,722</b>	<b>199,732</b>	<b>211,189</b>	<b>210,619</b>	<b>210,619</b>	<b>304,901</b>	<b>2,668,555</b>
Medical Ins	21,407	20,054	19,993	28,728	27,187	(2,527)	27,313	26,144	27,983	27,983	27,983	27,983	280,232
Ancillary (dent,visn,life)	2,929	5,910	2,974	4,342	5,426	3,434	5,535	3,383	3,970	3,970	3,970	3,970	49,814
Retirement	14,891	14,844	17,373	17,088	18,005	27,858	18,627	16,760	17,667	17,611	17,611	26,453	224,789
<b>Subtotal</b>	<b>39,228</b>	<b>40,808</b>	<b>40,340</b>	<b>50,157</b>	<b>50,618</b>	<b>28,765</b>	<b>51,475</b>	<b>46,287</b>	<b>49,620</b>	<b>49,564</b>	<b>49,564</b>	<b>58,406</b>	<b>554,834</b>
Fuel	545	797	568	755	571	666	480	607	700	700	700	700	7,789
Rep & Maint (Auto)	266	40	33	270	85	882	694	121	500	500	500	500	4,391
License / Svc Contract	-	-	-	14,853	-	0	131	875	-	-	100	300	16,259
Medical Exp	-	-	-	29,899	35	105	-	469	70	70	70	70	30,788
Ems Supples	726	12,555	(3,710)	3,992	878	(1,663)	2,393	4,462	1,000	3,000	3,000	1,000	27,634
Uniforms/Fire Gear	1,973	17,113	602	4,362	6,224	11,594	3,365	431	8,000	8,000	18,000	23,000	102,664
Trav / Train (non-wage)	1,233	6,027	2,887	9,653	2,615	3,243	9,608	742	1,500	1,500	1,500	1,500	42,008
<b>Subtotal</b>	<b>4,744</b>	<b>36,532</b>	<b>380</b>	<b>63,784</b>	<b>10,408</b>	<b>14,827</b>	<b>16,671</b>	<b>7,707</b>	<b>11,770</b>	<b>13,770</b>	<b>23,870</b>	<b>27,070</b>	<b>231,533</b>
Auto & Liability Ins.	5,049	5,049	5,049	5,049	5,049	5,049	5,049	5,049	4,480	4,480	4,480	4,480	58,314
Prof Svc	2,252	2,120	2,464	2,950	3,560	3,850	3,350	2,750	3,417	3,417	3,417	3,417	36,963
Tech Svc	1,393	-	580	485	1,381	580	4,454	1,333	1,100	1,100	1,100	1,100	14,605
Office Exp/Equip Rent	1,422	1,143	2,440	1,393	784	1,988	581	598	1,370	1,370	1,370	1,370	15,829
Utilities	1,749	1,734	2,102	1,705	1,960	2,502	2,910	1,735	2,000	2,000	2,000	2,118	24,514
Rep & Maint (Facility)	67	47	65	208	65	-	-	-	450	450	450	450	2,252
Audit Costs	-	0	0	-	7,463	-	-	-	-	-	-	504	7,967
Other (Unemp./Conting	88	-	746	-	63	134	571	125	-	-	-	54,537	56,264
<b>Subtotal</b>	<b>12,020</b>	<b>10,093</b>	<b>13,446</b>	<b>11,790</b>	<b>20,325</b>	<b>14,102</b>	<b>16,915</b>	<b>11,590</b>	<b>12,817</b>	<b>12,817</b>	<b>12,817</b>	<b>67,976</b>	<b>216,709</b>
Equipment Dep.	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,667	1,667	1,667	1,667	15,098
<b>Total</b>	<b>240,121</b>	<b>277,342</b>	<b>254,779</b>	<b>328,276</b>	<b>296,032</b>	<b>377,917</b>	<b>311,837</b>	<b>266,370</b>	<b>287,063</b>	<b>288,436</b>	<b>298,536</b>	<b>460,019</b>	<b>3,686,729</b>
<b>Cumulative Expenses</b>	<b>240,121</b>	<b>517,463</b>	<b>772,242</b>	<b>1,100,518</b>	<b>1,396,550</b>	<b>1,774,467</b>	<b>2,086,304</b>	<b>2,352,675</b>	<b>2,639,737</b>	<b>2,928,174</b>	<b>3,226,710</b>	<b>3,686,729</b>	

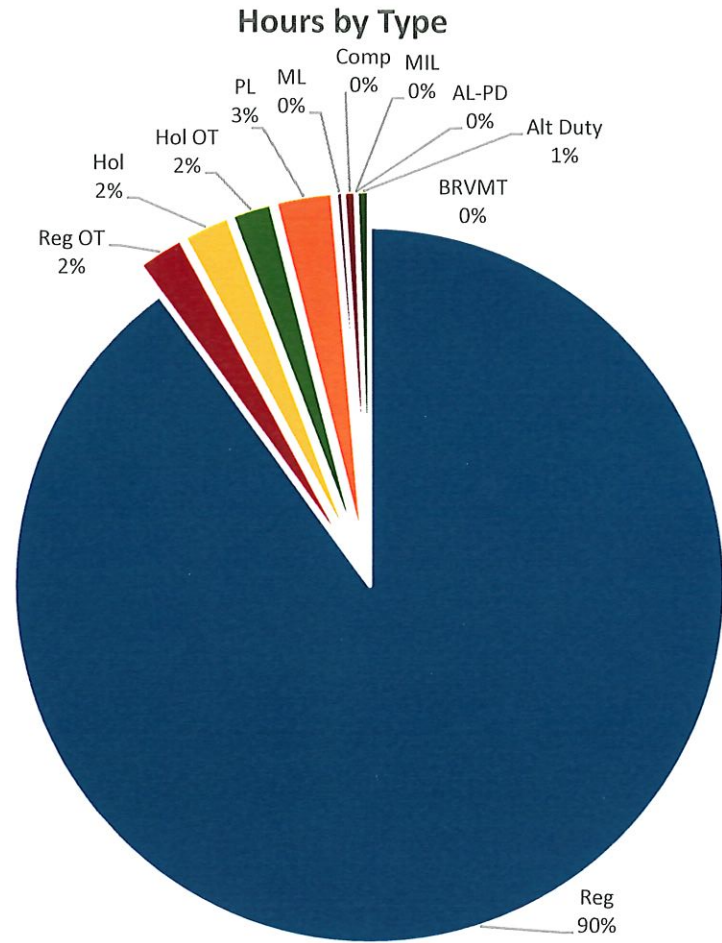
Jefferson County Emergency Services Agency Monthly Expense Budget - FY2021 (July 2020 - June 2021) Through January Fund: GENERAL

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
	2	2	2	2	2	3	2	2	2	2	2	3	26
Expenses	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast
Full Time	85,666	66,838	114,794	120,407	131,982	205,857	133,615	133,775	140,000	140,000	140,000	210,000	1,622,934
Part Time	87	61	20	-	51	-	-	-	-	-	-	-	219
Overtime	-	-	-	-	-	-	-	-	-	-	-	-	-
Worker Comp	8,698	9,462	9,462	9,462	9,462	9,462	9,462	9,462	9,462	9,462	9,462	9,462	112,780
FICA/Med	6,761	5,082	8,595	8,998	9,885	15,836	10,640	9,966	10,710	10,710	10,710	16,065	123,959
<b>Subtotal</b>	<b>101,212</b>	<b>81,443</b>	<b>132,871</b>	<b>138,867</b>	<b>151,380</b>	<b>231,156</b>	<b>153,717</b>	<b>153,203</b>	<b>160,172</b>	<b>160,172</b>	<b>160,172</b>	<b>235,527</b>	<b>1,859,892</b>
Hosp	12,837	10,719	17,894	21,504	23,767	(2,232)	23,893	23,727	25,252	25,252	25,252	25,252	233,117
Life	1,176	4,445	1,448	3,417	4,321	2,796	4,596	3,152	3,417	3,417	3,417	3,417	39,019
Retirement	8,995	6,087	12,470	12,643	13,858	21,615	14,030	13,662	14,700	14,700	14,700	22,050	169,509
<b>Subtotal</b>	<b>23,008</b>	<b>21,250</b>	<b>31,812</b>	<b>37,564</b>	<b>41,946</b>	<b>22,179</b>	<b>42,518</b>	<b>40,541</b>	<b>43,369</b>	<b>43,369</b>	<b>43,369</b>	<b>50,719</b>	<b>441,644</b>
Fuel	545	797	568	755	571	666	480	607	700	700	700	700	7,789
Rep & Maint (Auto)	266	40	33	270	85	882	694	121	500	500	500	500	4,391
License / Svc Contracts	-	-	-	14,853	-	0	131	875	-	-	100	300	16,259
Medical Exp	-	-	-	29,899	35	105	-	469	70	70	70	70	30,788
Ems Supples	726	12,555	(3,710)	3,992	878	(1,663)	2,393	4,462	1,000	3,000	3,000	1,000	27,634
Uniforms/Fire Gear	1,973	17,113	602	4,362	6,224	11,594	3,365	431	8,000	8,000	18,000	23,000	102,664
Trav/Train (non-wage)	1,233	6,027	2,887	9,653	2,615	3,243	9,608	742	1,500	1,500	1,500	1,500	42,008
<b>Subtotal</b>	<b>4,744</b>	<b>36,532</b>	<b>380</b>	<b>63,784</b>	<b>10,408</b>	<b>14,827</b>	<b>16,671</b>	<b>7,707</b>	<b>11,770</b>	<b>13,770</b>	<b>23,870</b>	<b>27,070</b>	<b>231,533</b>
Auto & Liability Ins.	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,220	3,220	3,220	3,220	43,194
Prof Svc	2,252	2,120	2,464	2,950	3,560	3,850	3,350	2,750	3,417	3,417	3,417	3,417	36,963
Tech Svc	1,393	-	580	485	1,381	580	4,454	1,333	1,100	1,100	1,100	1,100	14,605
Office Exp/Equip Rent	1,422	1,143	2,440	1,393	784	1,988	581	598	1,370	1,370	1,370	1,370	15,829
Utilities	1,749	1,734	2,102	1,705	1,960	2,502	2,910	1,735	2,000	2,000	2,000	2,118	24,514
Rep & Maint (Facility)	67	47	65	208	65	-	-	-	450	450	450	450	2,252
Audit Costs	-	0	0	-	7,463	-	-	-	-	-	-	504	7,967
Other (Unemp./Conting)	88	-	746	-	63	134	571	125	-	-	-	54,537	56,264
<b>Subtotal</b>	<b>10,760</b>	<b>8,833</b>	<b>12,186</b>	<b>10,530</b>	<b>19,065</b>	<b>12,842</b>	<b>15,655</b>	<b>10,330</b>	<b>11,557</b>	<b>11,557</b>	<b>11,557</b>	<b>66,716</b>	<b>201,589</b>
Equipment Dep.	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,667	1,667	1,667	1,667	15,098
<b>Total</b>	<b>140,778</b>	<b>149,113</b>	<b>178,303</b>	<b>251,799</b>	<b>223,853</b>	<b>282,058</b>	<b>229,615</b>	<b>212,835</b>	<b>228,535</b>	<b>230,535</b>	<b>240,635</b>	<b>381,699</b>	<b>2,749,757</b>
<b>Cumulative Expenses</b>	<b>140,778</b>	<b>289,891</b>	<b>468,194</b>	<b>719,993</b>	<b>943,846</b>	<b>1,225,904</b>	<b>1,455,519</b>	<b>1,668,354</b>	<b>1,896,889</b>	<b>2,127,423</b>	<b>2,368,058</b>	<b>2,749,757</b>	

Jefferson County Emergency Services Agency Monthly Expense Budget - FY2021 (July 2020 - June 2021) Through January Fund: Amb. Fee

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
	2	2	2	2	2	3	2	2	2	2	2	3	26
Expenses	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forecast	Forecast	Forecast	Forecast	Forecast
Full Time	44,604	75,076	33,913	29,750	23,698	35,148	28,218	19,554	14,199	14,199	14,199	22,826	355,384
Part Time	14,246	12,326	11,136	11,769	14,201	17,030	12,625	9,605	14,057	13,527	13,527	19,103	163,152
Overtime	13,182	8,401	12,818	12,582	15,839	25,465	21,960	9,968	15,000	15,000	15,000	18,380	183,595
Worker Comp	4,452	4,452	4,452	4,452	4,452	4,452	4,452	4,452	4,452	4,452	4,452	4,452	53,424
FICA/Med	5,379	7,156	4,368	4,071	4,057	5,917	4,750	2,951	3,309	3,269	3,269	4,614	53,109
<b>Subtotal</b>	<b>81,862</b>	<b>107,411</b>	<b>66,687</b>	<b>62,624</b>	<b>62,247</b>	<b>88,013</b>	<b>72,005</b>	<b>46,529</b>	<b>51,017</b>	<b>50,447</b>	<b>50,447</b>	<b>69,374</b>	<b>808,663</b>
Hosp	8,571	9,336	2,099	7,224	3,420	(295)	3,420	2,417	2,731	2,731	2,731	2,731	47,115
Life	1,753	1,465	1,526	924	1,105	638	940	232	553	553	553	553	10,795
Retirement	5,897	8,757	4,903	4,445	4,147	6,243	4,597	3,098	2,967	2,911	2,911	4,403	55,280
<b>Subtotal</b>	<b>16,221</b>	<b>19,558</b>	<b>8,528</b>	<b>12,593</b>	<b>8,672</b>	<b>6,586</b>	<b>8,957</b>	<b>5,746</b>	<b>6,251</b>	<b>6,195</b>	<b>6,195</b>	<b>7,687</b>	<b>113,190</b>
Fuel	-	-	-	-	-	-	-	-	-	-	-	-	-
Rep & Maint (Auto)	-	-	-	-	-	-	-	-	-	-	-	-	-
License / Svc Contracts	-	-	-	-	-	-	-	-	-	-	-	-	-
Medical Exp	-	-	-	-	-	-	-	-	-	-	-	-	-
Ems Supples	-	-	-	-	-	-	-	-	-	-	-	-	-
Uniforms/Fire Gear	-	-	-	-	-	-	-	-	-	-	-	-	-
Trav/Train (non-wage)	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Auto & Liability Ins.	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	15,120
Prof Svc	-	-	-	-	-	-	-	-	-	-	-	-	-
Tech Svc	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Exp/Equip Rent	-	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-	-	-
Rep & Maint (Facility)	-	-	-	-	-	-	-	-	-	-	-	-	-
Audit Costs	-	-	-	-	-	-	-	-	-	-	-	-	-
Other (Cars/Gear)	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Subtotal</b>	<b>1,260</b>	<b>1,260</b>	<b>1,260</b>	<b>1,260</b>	<b>1,260</b>	<b>1,260</b>	<b>1,260</b>	<b>1,260</b>	<b>1,260</b>	<b>1,260</b>	<b>1,260</b>	<b>1,260</b>	<b>15,120</b>
Equipment Dep.	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>99,343</b>	<b>128,229</b>	<b>76,476</b>	<b>76,478</b>	<b>72,179</b>	<b>95,859</b>	<b>82,222</b>	<b>53,535</b>	<b>58,528</b>	<b>57,902</b>	<b>57,902</b>	<b>78,321</b>	<b>936,973</b>
<b>Cumulative Expenses</b>	<b>99,343</b>	<b>227,572</b>	<b>304,048</b>	<b>380,525</b>	<b>452,705</b>	<b>548,563</b>	<b>630,785</b>	<b>684,320</b>	<b>742,848</b>	<b>800,750</b>	<b>858,652</b>	<b>936,973</b>	

FisYr	2021
PayMo.	2
<b>Pay Type</b>	<b>Hours</b>
Reg	6,742
Reg OT	158
Hol	160
Hol OT	136
PL	195
ML	24
Comp	39
MIL	-
AL-PD	-
Alt Duty	40
BRVMT	-
UL	-
<b>Total:</b>	<b>7,494</b>
<b>OT/Total:</b>	<b>2.1%</b>
<b>Worked:</b>	<b>6,900</b>
<b>OT/Worked</b>	<b>2.3%</b>



**Definitions**

- Reg Regular worked hours (Straight time)
- Reg OT Regular worked OT (1.5x Reg rate)
- Hol Holiday (8hrs at Reg. rate per emp., per holiday, if they worked it)
- Hol OT Holiday OT (8hrs at OT rate per emp., per holiday, if they worked it)
- PL Personal Leave
- ML Medical Leave
- Comp Comp Time used
- MIL Military Leave
- AL-PD Paid Admin Leave (incl. COVID leave)
- Alt Duty Alternative Duty
- BRVMT Bereavement
- UL Unpaid Leave