

Jefferson County Emergency Services Agency



Board Meeting

June 15, 2021

7:00pm



JEFFERSON COUNTY EMERGENCY SERVICES AGENCY

419 Sixteenth Avenue ■ Ranson, WV 25438

Tel: 304-728-3287 ■ Fax: 304-728-6221 ■ jcesa.org

AGENDA June 15, 2021

The June meeting of the Jefferson County Emergency Services Agency (JCESA) Board will be held at 7:00 p.m. on Tuesday, June 15, 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 website under the *Board of Directors* tab.

Public comments are welcome via email to 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 (*Elliot Simon, Chairman*)

PLEDGE OF ALLEGEANCE

APPROVAL OF MINUTES

- May 18, 2021 - Regular Meeting Minutes (*Discussion/Action*)
- June 8, 2021 – Special Meeting Minutes (*Discussion/Action*)

PROGRESS REPORT - BRM VFC

TREASURER'S REPORT

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

CHAIRMAN'S REPORT

- Director/Chief Allen Keyser will officially retire after 40+ years serving in the Firefighting career field, including his years here at ESA. June 25th, please join us here at ESA as we bid farewell - anytime between the hours of 11am to 2pm Farewell/*Sendoff* - light refreshments provided. Thank you Allen for your years of service and all your support!
- County Commission has advertised for two ESA Citizen Representative positions.

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JCFRA REPORT

- Association Update – *Morgan*

DIRECTOR'S REPORT

- Last ESA board meeting for Chairman Elliot Simon – Thank you for your years of support and service to ESA.
- Update - May 27th Life Saving and Unit Citation Award Ceremony
- JCESA office will be closed Monday, June 21st for West Virginia Day, and Monday, July 5th for Independence Day.

BOARD MEMBER REQUESTS - None

UNFINISHED BUSINESS - None

NEW BUSINESS

- Update – Director Position Interviews – *Simpson*

NOMINATION AND ELECTION OF ESA OFFICERS FY22

- Per ESA Bylaws, Article 3 (a) – (f) the board shall nominate and elect one each of its appointed members as Chairman, Vice-Chairman, Treasurer, and Secretary (Discussion/Action)

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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Meeting Minutes May 18, 2021

The May regular meeting of the Jefferson County Emergency Services Agency (JCESA) Board was held at 7:00 p.m. on Tuesday, May 18, 2021, at the JCESA Operations Center, located at 419 Sixteenth Avenue, Ranson, West Virginia 25438.

This meeting was held via video conferencing and was limited to the number of attendees in compliance with COVID19 restrictions agreed to by the ESA Board. A live stream link was made available to the public to attend, and posted on the JCESA website, agenda, and displayed on the front lobby window.

CALL TO ORDER

- The meeting was called to order at 7:00 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	Yes*	Steve Harris	Yes
Joshua Stillwell	Yes	Ross Morgan	Yes

APPROVAL OF MINUTES

- Motion by Simpson, 2nd by Jackson to approve the April 20, 2021, *Regular* meeting minutes as submitted - Motion carries unanimously on voice vote.

PROGRESS REPORT – BRM VFC

- Faas mentioned that staffing has been restored to full-time 24/7 shifts at BRM VFC Co. 5.
- Simon stated that until the bunking facility has been completed as part of the original agreement that he feels the “Progress Report – BRM VFC” should remain on the ESA Agenda, at least until there is a proposed date of completion.

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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 April 2021. This included the Directors financial report for the month of April 2021 - Motion by Jackson, 2nd by Troxel to approve - Motion carries unanimously on voice vote.

CHAIRMAN'S REPORT - None

JCFRA REPORT - Chief Morgan – provided the following association meeting update:

- Updating and finishing up OG's – approving at next meeting.
- Reestablishing the *Standards Committee* by the end of the year.
- Morgan read out loud a letter dated 5/18/21 from the JCFRA to ESA stating they do not support the staffing change that's due to take place July 2021. He then mentioned the MOU agreement between ESA and the 7 VFD's that was signed on 3/15/2016, by then ESA Board Chair R. M. Kelley. Morgan asked if any Board Members had any comments.

(Noted: Stillwell stated would not have voted for the proposed staff changes at last month's meeting, if the vote was taken again)

DIRECTOR'S REPORT - Director Keyser reported on the following:

- April 22-24, the ESA Hiring/Orientation Processing Team conducted more interviews and (4) offer letters were sent out on May 10th.
- May 17-20, (4) new part-time ESA employees will begin orientation class.
- Reminded - the Life Saving and Unit Citation Award Ceremony - will be taking place here at ESA Station 11 on Thursday, May 27th beginning at 8:30 am and concluding around 12:30 pm. All encouraged to attend. Multiple First Responders and Civilians will be honored and receiving awards and some patients will be present to have the opportunity to meet face to face with crew members who saved their life.
- Director's Position was posted internally on May 5th, and externally on May 10th, and closed on May 17th at 5:00 pm.
- The JCESA Administrative Office will be closed Monday, May 31st in observance of Memorial Day.

BOARD MEMBER REQUESTS

- Harris – Highlighted on the May 3rd meeting that took place between County Commission, JCFRA, and ESA discussing future funding plans.
 - Harris pointed out that during this meeting he came to realize that there is a drastic need for financing, and how VFD's are having a difficult time recruiting and maintaining volunteers. He expressed his appreciation to all the VFD's and has offered to work together and assist them in any way possible alongside with JCFRA and all 7 of the VFD's.

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- Simpson – Selection Committee Update – Director’s Position
 - Stillwell requested to remove himself from the Selection Committee due to personal reasons and time restraints.
 - Motion by Jackson, 2nd by Harris to accept Stillwell’ request and to accept Tony Troxel as the replacement for Stillwell to the Selection Committee - Motion carries unanimously on voice vote.
 - Simpson mentioned that the Selection Committee over the next few weeks will be working through the candidates’ applications received, and interviews will take place in an open meeting on June 8th, where all board members will ask questions of the candidates. During that meeting, following the interviews, the board will offer the position to one candidate.

UNFINISHED BUSINESS - None

NEW BUSINESS - None

PUBLIC COMMENT

- Captain Jason Young (BFD) – expressed his concerns regarding the proposed staffing changes set to take effect in July 2021 and would like to further share his ideas improving the system as a whole. He also shared his own personal experience as a recipient of the EMS service.
- Chief Mike Mood (MVFC) – Would like the opportunity to sit down with Capt. Burner and Director Keyser to further discuss some ideas related to the proposed staffing changes and come up with other possible solutions and work together.
- EMS Chief Marshall DeMeritt (SFD) – Stated that the public education video shared was very well done, but he too shares Chief Mood’s same concerns regarding the proposed staffing changes.

BOARD MEMBER COMMENTS

- Troxel – would like to see the ESA Monthly Board Meetings back open to include public attendance.
 - Simon mentioned per Governor Justice’ *Executive Order*, mask mandates will be lifted *Sunday, June 20th*, at which time should open to the public.

ADJOURNMENT

- Motion to adjourn by Jackson, 2nd by Simpson - Motion carries unanimously on voice vote. Meeting adjourned at 7:45 p.m.

Respectfully submitted by Debbie Lancaster, Secretary.

Approved - Elliot Simon, JCESA Chair

Date

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Special Meeting Minutes June 08, 2021

The June *Special* meeting of the Jefferson County Emergency Services Agency (JCESA) Board was held at 6:03 p.m. on Tuesday, June 8, 2021, at the JCESA Operations Center located at 419 Sixteenth Avenue, Ranson, West Virginia 25438.

This meeting was held via video conferencing and was limited to the number of attendees in compliance with COVID19 restrictions agreed to by the ESA Board. A live stream link was made available to the public to attend, and posted on the JCESA website, agenda, and displayed on the front lobby window.

CALL TO ORDER

- The meeting was called to order at 6:03 p.m. – confirmed quorum by Chairman Simon.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

AGENDA ITEMS

- Review of results of the information by the Selection Committee for Directors Position:
 - Simpson mentioned the Selection Committee was formed at the April meeting consisting of members: Troxel, Treese, Jackson, and Simpson.
 - Simpson then mentioned that several applicants applied for the Director's position externally. Four were automatically disqualified for not following instructions; two others did not meet the required qualifications, which left one qualified external candidate that was interviewed along with the two candidates who applied internally.
 - Simpson explained that the Selection Committee moved forward by interviewing the two internal candidates; R. Craig Horn, and Robert Burner,

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and the one qualified external candidate Ronnie Shutts. Thereafter, the committee narrowed it down between R. Craig Horn and Robert Burner.

- The Board agreed to call in the two candidates individually – giving them the opportunity to answer within 5-minutes “Why they feel they are the best person for the job” – Burner’s name was drawn to proceed first.
- Robert Burner and R. Craig Horn each expressed in their own words why they felt they would be the best person for the job and why they should be chosen as the Director of JCESA.
- Thereafter, Board voting members Harris, Troxel, Simpson, and Jackson casted their votes for Robert Burner as the new Director of JCESA.
- Both R. Craig Horn and Robert Burner were called back into the room and Simon announced the final outcome of the votes by the Board.

COMMITTEE COMMENTS

- Dr. Treese pointed out that both candidates Horn, and Burner are highly qualified and have their areas of expertise.
- Harris liked that both candidates expressed their concerns for their staff.
- Troxel feels highly qualified candidates are being overlooked and ESA is focusing too much on college degrees being a job requirement. He suggested that in the future ESA should consider revising job descriptions to lean more towards work and leadership experience.
- Simon thanked both candidates and the Selection Committee for their time during this process.

ADJOURNMENT

- Motion to adjourn by Jackson, 2nd by Simpson - Motion carries unanimously on voice vote. Meeting adjourned at 6:41p.m.

Respectfully submitted by Debbie Lancaster, Secretary.

Approved - Elliot Simon, JCESA Chair

Date

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Income	Expenses	Full-Year Allocation	YTD Spend	Forecast
JCC - Gen. Fund \$ 2,622,847	Full-time wages \$ 1,986,221	\$ 1,986,221	\$ 1,745,915	\$ 2,006,101
JCC - Amb. Fee \$ 936,973	Part-time wages \$ 163,668	\$ 163,668	\$ 143,385	\$ 169,497
TB Assn. \$ 27,363.23	Overtime* \$ 182,027	\$ 182,027	\$ 147,726	\$ 170,028
CARES \$ 153,607.89	WC & payroll tax \$ 347,568	\$ 347,568	\$ 305,943	\$ 343,465
Sale of assets \$ 12,999.99	Fringe \$ 565,250	\$ 565,250	\$ 485,520	\$ 551,618
Other \$ 6,820.95	All other expenses \$ 451,982	\$ 451,982	\$ 337,401	\$ 456,005
Total	Total	\$ 3,696,715	\$ 3,165,890	\$ 3,696,715

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

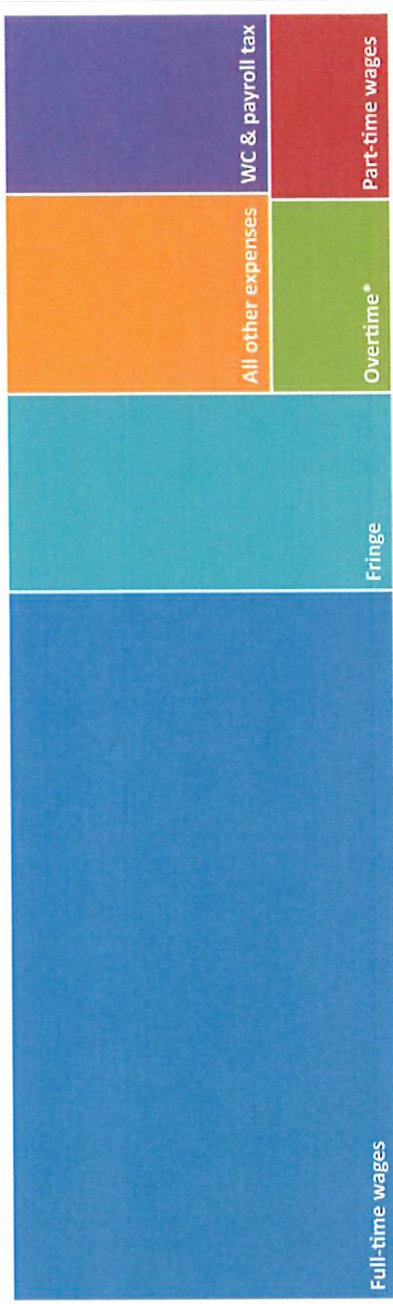
Bank Account Balances

as of: May 31, 2021

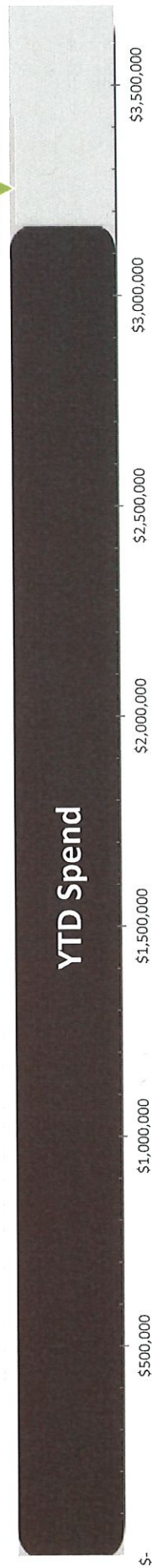
General	\$ 709,353
Payroll	\$ 23,663
Amb. Fee	\$ 624,453
Mortgage	\$ 118,253

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

YTD Spending - by Category



WE ARE HERE



88% of fiscal year complete based on 23 out of 26 pay periods finalized.

Monthly Expense Budget - FY2021 (July 2020 - June 2021)

Jefferson County Emergency Services Agency

Expenses	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		Total											
	2	2	2	2	2	2	2	2	2	2	2	3	2	2	2	2	2	2	2	2	2	2	3	3	3	26										
Actual	130,270	141,915	148,707	150,157	155,680	241,005	161,833	153,329	148,066	147,813	167,141	260,186	2,006,101	14,333	12,388	11,769	11,769	15,156	148,707	150,157	155,680	241,005	161,833	153,329	148,066	147,813	167,141	260,186	2,006,101							
Forecast	14,333	12,388	11,769	11,769	14,252	17,030	12,625	9,605	13,281	12,940	14,007	26,112	169,497	13,182	8,401	12,818	12,582	12,818	12,818	12,582	15,839	25,465	21,960	9,968	8,115	7,092	12,304	22,302	170,028							
Actual	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	13,150	13,914	13,914	13,914	13,914	13,914	13,914	13,914	13,914	13,914	13,914	12,468	12,449	13,914	23,608	177,261							
Forecast	12,140	12,237	12,964	13,069	13,942	21,753	15,391	12,917	12,468	12,449	14,323	23,608	177,261	12,140	12,237	12,964	13,069	13,942	12,964	12,468	12,449	14,323	23,608	177,261	12,468	12,449	13,914	23,608	177,261							
Subtotal	183,075	188,854	199,558	201,491	213,627	319,168	225,722	199,732	195,845	194,208	221,889	346,122	2,689,091	183,075	188,854	199,558	201,491	213,627	199,558	194,208	221,889	346,122	2,689,091	183,075	188,854	195,845	194,208	221,889	346,122	2,689,091						
Medical Ins	21,407	20,054	19,993	28,728	27,187	(2,527)	27,313	26,144	27,219	26,882	24,467	32,067	278,935	2,929	5,910	2,974	4,342	5,426	2,974	4,342	5,426	3,434	5,635	3,383	3,406	3,983	3,631	3,970	48,924	48,924						
Ancillary (dent,visn,life)	14,891	14,844	17,373	17,088	18,005	27,858	18,627	16,760	16,042	15,835	16,375	30,061	223,760	14,891	14,844	17,373	17,088	18,005	17,373	17,088	18,005	27,858	18,627	16,760	16,042	15,835	16,375	30,061	223,760							
Retirement	39,228	40,808	40,340	50,157	50,618	28,765	51,475	46,287	46,667	46,700	44,473	66,098	551,618	39,228	40,808	40,340	50,157	50,618	40,340	50,157	50,618	28,765	51,475	46,287	46,667	46,700	44,473	66,098	551,618							
Fuel	545	797	568	755	571	666	480	607	1,364	1,118	1,027	1,200	9,698	266	40	33	270	85	568	755	571	666	480	607	1,364	1,118	1,027	1,200	9,698							
Rep & Maint (Auto)	266	40	33	270	85	882	694	58	474	492	1,352	500	5,145	-	-	-	14,853	-	33	270	85	882	694	58	474	492	1,352	500	5,145							
License / Svc Contracts	-	-	-	29,899	-	-	131	875	-	-	-	3,724	19,583	-	-	-	29,899	-	-	-	-	-	131	875	-	-	-	-	3,724	19,583						
Medical Exp	-	-	-	29,899	35	105	-	469	175	(3,910)	280	350	31,492	-	-	-	29,899	35	105	175	469	175	280	350	469	(3,910)	857	4,924	1,800	23,305						
Ems Supplies	726	12,555	(3,710)	3,992	878	(1,663)	2,393	4,462	(3,910)	4,924	1,800	23,305	726	12,555	(3,710)	3,992	878	4,462	(3,910)	4,924	1,800	4,924	1,800	23,305	4,462	4,924	256	68,965	119,030							
Uniforms/Fire Gear	1,973	17,113	602	4,362	6,224	11,594	3,365	431	2,785	1,360	256	68,965	1,973	17,113	602	4,362	6,224	431	2,785	1,360	256	256	68,965	431	2,785	1,360	256	68,965	119,030							
Trav/Train (non-wage)	1,233	6,027	2,887	9,653	2,615	3,243	9,608	742	3,217	3,399	353	1,500	44,477	1,233	6,027	2,887	9,653	742	3,217	3,399	353	353	1,500	1,500	3,217	3,399	353	1,500	44,477							
Subtotal	4,744	36,532	380	63,784	10,408	14,827	16,671	7,644	4,104	7,405	8,192	78,039	252,730	4,744	36,532	380	63,784	10,408	4,104	7,405	8,192	78,039	252,730	4,744	36,532	380	63,784	10,408	14,827	16,671	7,644	4,104	7,405	8,192	78,039	252,730
Auto & Liability Ins.	5,049	5,049	5,049	5,049	5,049	5,049	5,049	5,049	5,049	5,049	5,049	5,049	60,589	2,252	2,120	2,464	2,950	3,560	2,464	2,950	3,560	3,850	3,350	3,350	2,750	2,858	2,525	3,206	3,417	35,302						
Prof Svc	1,393	-	580	485	1,381	580	4,454	1,333	240	170	2,930	18,000	31,545	1,393	-	580	485	1,381	580	485	1,381	580	4,454	1,333	240	170	2,930	3,417	35,302							
Tech Svc	1,422	1,143	2,440	1,393	784	1,988	581	598	1,984	2,012	1,705	6,374	22,424	1,422	1,143	2,440	1,393	784	1,984	2,012	1,705	1,705	6,374	22,424	1,984	2,012	1,705	6,374	22,424							
Office Exp/Equip Rent	1,749	1,734	2,102	1,705	1,960	2,502	2,910	1,735	3,680	1,701	1,851	2,118	25,746	1,749	1,734	2,102	1,705	1,960	2,102	1,701	1,851	1,851	2,118	25,746	1,984	2,012	1,705	6,374	22,424							
Utilities	67	47	65	208	65	-	-	-	-	-	-	450	902	67	47	65	208	65	-	-	-	-	-	450	902	65	-	-	450	902						
Rep & Maint (Facility)	-	0	0	-	7,463	-	-	-	-	-	-	-	7,463	-	0	0	-	7,463	-	-	-	-	-	-	-	-	-	-	-	7,463						
Audit Costs	88	-	746	-	63	134	571	125	767	58	-	3,491	6,043	88	-	746	-	63	134	571	125	767	58	-	-	-	-	3,491	6,043							
Other (Unemp./Conting)	12,020	10,093	13,446	11,790	20,325	14,102	16,915	11,590	14,578	11,515	14,741	38,899	190,015	12,020	10,093	13,446	11,790	20,325	14,102	14,578	11,515	14,741	38,899	190,015	14,578	11,515	14,741	38,899	190,015							
Equipment Dep.	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,667	13,260	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,667	13,260						
Total	240,121	277,342	254,779	328,276	296,032	377,917	311,837	266,307	262,248	260,882	290,149	530,825	3,696,715	240,121	277,342	254,779	328,276	296,032	262,248	260,882	290,149	530,825	3,696,715	240,121	277,342	254,779	328,276	296,032	377,917	311,837	266,307	262,248	260,882	290,149	530,825	3,696,715
Cumulative Expenses	240,121	517,463	772,242	1,100,518	1,396,550	1,774,467	2,086,304	2,352,611	2,614,859	2,875,741	3,165,890	3,696,715	3,696,715	240,121	517,463	772,242	1,100,518	1,396,550	2,086,304	2,352,611	2,614,859	2,875,741	3,165,890	3,696,715	240,121	517,463	772,242	1,100,518	1,396,550	1,774,467	2,086,304	2,352,611	2,614,859	2,875,741	3,165,890	3,696,715

Expenses	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		Total			
	2	2	2	2	2	2	2	2	2	2	2	3	2	2	2	2	2	2	2	2	2	2	3	3	3	26		
Full Time	85,666		66,838	114,794	120,407	131,982	205,857	133,615	133,775	132,901	135,252	154,764	132,901	133,615	133,775	132,901	135,252	154,764	132,901	135,252	154,764	237,360	237,360	1,653,211	1,653,211	219		
Part Time	87		61	20		51																						
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	9,462	9,462	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	9,702	9,976	11,377	9,702	10,640	9,966	9,702	9,976	11,377	9,702	9,976	11,377	18,158	18,158	124,977	124,977			
Subtotal	101,212		81,443	132,871	138,867	151,380	231,156	153,717	153,203	152,065	154,690	175,603	152,065	153,717	153,203	152,065	154,690	175,603	152,065	154,690	175,603	264,980	264,980	1,891,188	1,891,188			
Hosp	12,837		10,719	17,894	21,504	23,767	(2,232)	23,893	23,727	24,652	24,171	20,214	24,652	23,893	23,727	24,652	24,171	20,214	24,652	24,171	20,214	27,214	27,214	228,360	228,360			
Life	1,176		4,445	1,448	3,417	4,321	2,796	4,596	3,152	3,044	3,586	2,873	3,044	4,596	3,152	3,044	3,586	2,873	3,044	3,586	2,873	3,417	3,417	38,271	38,271			
Retirement	8,995		6,087	12,470	12,643	13,858	21,615	14,030	13,662	13,615	13,774	13,783	13,615	14,030	13,662	13,615	13,774	13,783	13,615	13,774	13,783	24,923	24,923	169,454	169,454			
Subtotal	23,008		21,250	31,812	37,564	41,946	22,179	42,518	40,541	41,311	41,531	36,870	41,311	42,518	40,541	41,311	41,531	36,870	41,311	41,531	55,554	55,554	436,084	436,084				
Fuel	545		797	568	755	571	666	480	607	1,364	1,118	1,027	1,364	480	607	1,364	1,118	1,027	1,364	1,118	1,027	1,200	1,200	9,698	9,698			
Rep & Maint (Auto)	266		40	33	270	85	882	694	58	474	492	1,352	474	694	58	474	492	1,352	474	492	1,352	500	500	5,145	5,145			
License / Svc Contracts					14,853			131	875													3,724			19,583			
Medical Exp					29,899	35	105		469	175	179	280	175		469	175	179	280	175	179	280	350	350	31,492	31,492			
Ems Supplies	726		12,555	(3,710)	3,992	878	(1,663)	2,393	4,462	(3,910)	857	4,924	(3,910)	2,393	4,462	(3,910)	857	4,924	(3,910)	857	4,924	1,800	1,800	23,305	23,305			
Uniforms/Fire Gear	1,973		17,113	602	4,362	6,224	11,594	3,365	431	2,785	1,360	256	2,785	3,365	431	2,785	1,360	256	2,785	1,360	256	68,965	68,965	119,030	119,030			
Trav/Train (non-wage)	1,233		6,027	2,887	9,653	2,615	3,243	9,608	742	3,217	3,399	353	3,217	9,608	742	3,217	3,399	353	3,217	3,399	353	1,500	1,500	44,477	44,477			
Subtotal	4,744		36,532	380	63,784	10,408	14,827	16,671	7,644	4,104	7,405	8,192	4,104	16,671	7,644	7,405	8,192	4,104	7,405	8,192	78,039	78,039	252,730	252,730				
Auto & Liability Ins.	3,789		3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	3,789	45,469	45,469			
Prof Svc	2,252		2,120	2,464	2,950	3,560	3,850	3,350	2,750	2,858	2,525	3,206	2,858	3,350	2,750	2,858	2,525	3,206	2,858	2,525	3,206	3,417	3,417	35,302	35,302			
Tech Svc	1,393			580	485	1,381	580	4,454	1,333	240	170	2,930	240	1,381	485	1,333	170	2,930	240	170	2,930	18,000	18,000	31,545	31,545			
Office Exp/Equip Rent	1,422		1,143	2,440	1,393	784	1,988	581	598	1,984	2,012	1,705	1,984	581	598	1,984	2,012	1,705	1,984	2,012	1,705	6,374	6,374	22,424	22,424			
Utilities	1,749		1,734	2,102	1,705	1,960	2,502	2,910	1,735	3,680	1,701	1,851	3,680	2,910	1,735	3,680	1,701	1,851	3,680	1,701	1,851	2,118	2,118	25,746	25,746			
Rep & Maint (Facility)	67		47	65	208	65																450	450	902	902			
Audit Costs			0	0		7,463																			7,463	7,463		
Other (Unemp./Conting)	88			746		63	134	571	125	767	58		767	571	125	767	58		767	58		3,491	3,491	6,043	6,043			
Subtotal	10,760		8,833	12,186	10,530	19,065	12,842	15,655	10,330	13,318	10,255	13,481	13,318	15,655	10,330	13,318	10,255	13,481	13,318	10,255	37,639	37,639	174,895	174,895				
Equipment Dep.	1,054		1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,054	1,667	1,667	13,260	13,260			
Total	140,778		149,113	178,303	251,799	223,853	282,058	229,615	212,772	211,853	214,935	235,200	211,853	229,615	212,772	211,853	214,935	235,200	211,853	214,935	437,878	437,878	2,768,157	2,768,157				
Cumulative Expenses	140,778		289,891	468,194	719,993	943,846	1,225,904	1,455,519	1,668,291	1,880,143	2,095,078	2,330,278	1,880,143	1,455,519	1,668,291	1,880,143	2,095,078	2,330,278	1,880,143	2,095,078	2,330,278	2,768,157	2,768,157					

Jefferson County Emergency Services Agency

Monthly Expense Budget - FY2021 (July 2020 - June 2021)

Through May

Fund: Amb. Fee

Expenses	Jul		Aug		Sep		Oct		Nov		Dec		Jan		Feb		Mar		Apr		May		Jun		Total			
	2	2	2	2	2	2	2	2	2	2	3	2	2	2	2	2	2	2	2	2	2	2	3	3	26	26		
Full Time	44,604	75,076	33,913	29,750	23,698	35,148	28,218	19,554	15,165	12,561	12,377	12,561	12,377	12,561	12,377	12,561	12,377	12,561	12,377	12,561	12,377	12,561	12,377	22,826	22,826	352,890	352,890	
Part Time	14,246	12,326	11,136	11,769	14,201	17,030	12,625	9,605	13,281	12,940	14,007	12,940	14,007	12,940	14,007	12,940	14,007	12,940	14,007	12,940	14,007	12,940	14,007	26,112	26,112	169,278	169,278	
Overtime	13,182	8,401	12,818	12,582	15,839	25,465	21,960	9,968	8,115	7,092	12,304	7,092	12,304	7,092	12,304	7,092	12,304	7,092	12,304	7,092	12,304	7,092	12,304	22,302	22,302	170,028	170,028	
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	4,452	4,452	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	53,424
FICA/Med	5,379	7,156	4,368	4,071	4,057	5,917	4,750	2,951	2,766	2,473	2,946	2,473	2,946	2,473	2,946	2,473	2,946	2,473	2,946	2,473	2,946	2,473	2,946	5,450	5,450	52,284	52,284	
Subtotal	81,862	107,411	66,687	62,624	62,247	88,013	72,005	46,529	43,779	39,518	46,086	39,518	46,086	39,518	46,086	39,518	46,086	39,518	46,086	39,518	46,086	39,518	46,086	81,142	81,142	797,904	797,904	
Hosp	8,571	9,336	2,099	7,224	3,420	(295)	3,420	2,417	2,568	2,711	4,253	2,711	4,253	2,711	4,253	2,711	4,253	2,711	4,253	2,711	4,253	2,711	4,253	4,853	4,853	50,575	50,575	
Life	1,753	1,465	1,526	924	1,105	638	940	232	362	397	758	397	758	397	758	397	758	397	758	397	758	397	758	553	553	10,653	10,653	
Retirement	5,897	8,757	4,903	4,445	4,147	6,243	4,597	3,098	2,427	2,061	2,592	2,061	2,592	2,061	2,592	2,061	2,592	2,061	2,592	2,061	2,592	2,061	2,592	5,138	5,138	54,306	54,306	
Subtotal	16,221	19,558	8,528	12,593	8,672	6,586	8,957	5,746	5,356	5,169	7,603	5,169	7,603	5,169	7,603	5,169	7,603	5,169	7,603	5,169	7,603	5,169	7,603	10,544	10,544	115,534	115,534	
Fuel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rep & Maint (Auto)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
License / Svc Contracts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Medical Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Ems Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Uniforms/Fire Gear	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Trav/Train (non-wage)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
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	1,260	1,260	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	15,120
Prof Svc	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Tech Svc	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Office Exp/Equip Rent	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rep & Maint (Facility)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Audit Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other (Cars/Gear)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subtotal	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	1,260	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	15,120	
Equipment Dep.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	99,343	128,229	76,476	76,478	72,179	95,859	82,222	53,535	50,395	45,947	54,949	45,947	54,949	45,947	54,949	45,947	54,949	45,947	54,949	45,947	54,949	45,947	54,949	92,946	92,946	928,558	928,558	
Cumulative Expenses	99,343	227,572	304,048	380,525	452,705	548,563	630,785	684,320	734,716	780,663	835,612	780,663	835,612	780,663	835,612	780,663	835,612	780,663	835,612	780,663	835,612	780,663	835,612	928,558	928,558	928,558	928,558	

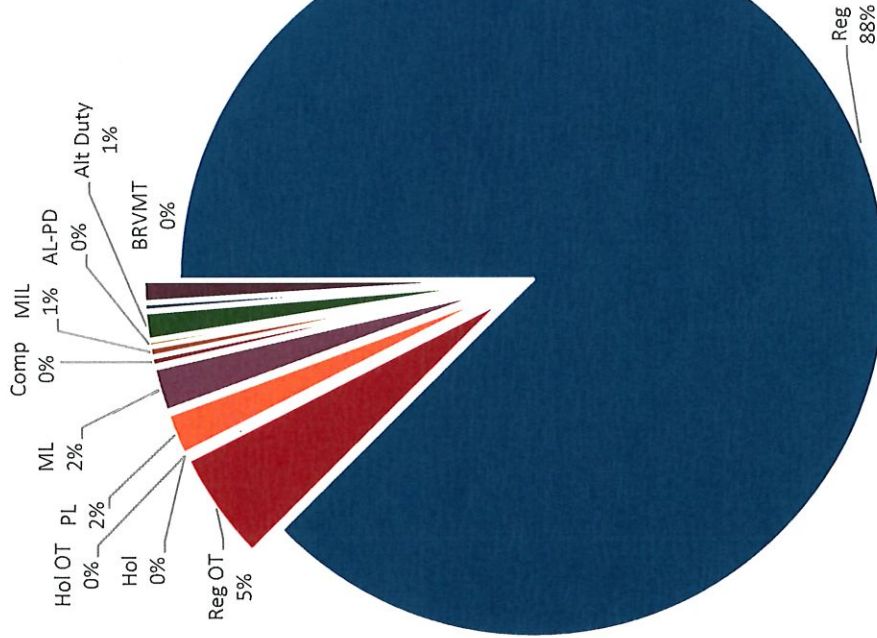
FisYr 2021
PayMo. 5

Pay Type	Hours
Reg	6,607
Reg OT	373
Hol	-
Hol OT	-
PL	141
ML	148
Comp	29
MIL	32
AL-PD	18
Alt Duty	92
BRVMT	24
UL	72

Total: 7,536
OT/Total: 4.9%

Worked: 6,980
OT/Worked: 5.3%

Hours by Type



Definitions

Reg	Regular worked hours (Straight time)
Reg OT	Regular worked OT (1.5x Reg rate)
Hol	Holiday (8hrs at Reg. rate per emp.,
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