



South Davis Metro Fire Service Area

Meeting of the Administrative Committee

255 South 100 West, Bountiful, Utah via Zoom

April 2, 2020

3:00 p.m.

COMMITTEE ATTENDANCE:

NAME	POSITION / CITY REPRESENTED
Curtis Koch	Davis County
Brant Hanson	Centerville
Ken Leetham	North Salt Lake
Gary Uresk	Woods Cross
Duane Huffman	West Bountiful
Gary Hill	Bountiful

STAFF PRESENT:

Jeff Bassett, Fire Chief

Dave Powers, Deputy Chief

Jessica Hardy, Accountant

Nikki Dandurand, Secretary

STAFF EXCUSED:

Dane Stone, Deputy Chief

APPROVAL OF MINUTES

Mr. Uresk moved to approve the minutes, Mr. Hanson seconded the motion. All vote "aye" in favor.

FY 2020 BUDGET DISCUSSION

Chief Bassett stated that in our current situation with COVID-19, our medical supplies costs are on the rise. The current FY20 budget has been restricted to critical purchases only. The current budget is still on track and is being tracked very closely. Mr. Uresk asked if any of the costs associated with COVID-19 can be reimbursed thru the federal government. Chief Bassett explained the stimulus packages have not included any reimbursement for Fire and EMS but FEMA is reporting it will be reimbursed, but we have not seen anything yet. Jessica is tracking all the expenditures so when the time is ready, we can submit for reimbursement. Mr. Leetham asked if any staff has been affected with COVID-19. Chief Bassett stated that two individuals were tested, thankfully both results were negative.

FY 2021 BUDGET DISCUSSION/BUDGET CALENDAR

Chief Bassett reviewed the purposed FY 21 budget. Items to note were increases to healthcare, Tier 2, dispatch, physician contract, building repair and utilities. Chief Bassett explained a new line item to pay Bountiful City for a dedicated mechanic who is certified to work on the department apparatus. He is purposing to repurpose the funding for the 2 emt positions which were never filled to pay for this cost. Mr. Hill was supportive of the mechanic position and felt it was a win for both organizations.

Chief Bassett discussed the step and cola for the draft budget. He explained the budget included a step for eligible employees and a 2% COLA. Mr. Huffman stated they are doing a one year deferral and staying very conservative with their budget. Mr. Uresk stated there are no salary or COLA increases in his city. Mr. Hill stated he has asked his executive team to prepare for reductions in the budget, they are moving forward with merit increases and a 2% COLA. Mr. Hanson stated they are being conservative as well. Mr. Uresk suggested no step or COLA should be included because of the unemployment rates related to Covid 19. Mr. Huffman supported that. Mr. Hill and Mr. Kotch suggested we continue with the step and maybe a COLA.

Chief Bassett explained that he felt the department is behind in the salary market and it would be prudent to support our employees in this trying and difficult environment. Each city manager continued with their efforts to curb spending in their cities. Chief Bassett would like to remain competitive with other cities; we can also take off the Tier 2 contributions. Mr. Uresk stated that since we are in such uncertain times, that there should be no action taken across the board. We can always go back later and amend, increase later than take away. Mr. Leetham suggested we defer certain items right now, not cut them completely. Mr. Koch stated he would be very hesitant to take away the step increase. The salary survey that is being conducted currently will not be accurate anymore. COLA would also be another item to include. The value of the employees is so important not to be recognized. They need to believe in the organization. He suggested we are cautious moving forward, especially line item 11. The state will not let us bill for COVID-19 currently. Mr. Hill agreed to continue with the step and COLA in the budget. Mr. Huffman stated cutting the budget is possible and public safety is not immune. We need to be aggressive now. Mr. Leetham said that COVID-19 is bad now. There will most likely be a second wave next year. This is the single most important core service we provide. We should do what we can to reinforce that message.

Chief Bassett suggested we meet again in a week and allow staff to reduce the budget in an effort to maintain the step and COLA. Mr. Leetham asked if the committee can meet again next week to provide updates to the Mayors at the Board meeting in time. A meeting was scheduled for Thursday at 2 p.m.

STATION 84 REMODEL DISCUSSION

Chief Bassett stated the GNP came in under budget. We have everything ready to go. The station will remain open.

COUNTY WIDE PARAMEDIC PROGRAM

Mr. Leetham stated it was a good meeting. The next one is April 29th.

FIRE CHIEF REPORT

Chief Bassett had nothing to report.

ADMINISTRATIVE CHAIR UPDATE

Mr. Leetham had nothing to report

ADJOURNMENT:

Mr. Leetham moved to adjourn the meeting.

Ken Leetham, Chair

Nicole Dandurand, Secretary