

Emergency Communications Executive Board

Executive Board Action 23-005

Date: February 9, 2023

Presented by: John Vaught **On behalf of:** Emergency Communications Department

Action:

1. Approve, and recommend the Monterey County Board of Supervisors approve, the Emergency Communications Department Dispatch Budget (Fund 028), which includes \$186,871 of Inform Mobile costs and a reserve contribution of \$329,000, in the amounts of:

- Revenue: \$14,968,452
- Appropriations: \$15,374,615

2. Authorize the Department of Emergency Communications to bill the dispatch costs quarterly, in advance of each quarter and Inform Mobile costs in full to actual expenses in the 4th quarter of fiscal year 2023/24.

Budget Summary

This budget funds the general operations of the Emergency Communications Department (ECD) to provide dispatch and call taking services and includes all personnel costs, services and supplies, and overhead costs charged through the County Cost Allocation Plan (COWCAP), as well as surplus revenue to fund the Department's Reserve. The budget includes costs for the Inform Mobile licenses and offsetting revenue from NGEN O&M fees for administrative services provided by the Department.

The proposed budget includes an offset of costs to user agencies using a prior year surplus of \$735,163. This surplus was authorized to be held for use in FY2022/23 by this Board, but it is anticipated that the funds will not be needed due to renegotiated contract payment timing, delays in the perimeter fence project, and personnel cost savings from vacant administrative positions.

Billing Details

This budget will be billed out in accordance with the 9-1-1 Services Agreement in the amounts shown in **Exhibit A** of this document. Costs are charged based on an equally weighted three factor allocation ratio of:

- Number of Calendar Year 2022 Incidents per agency
- Jurisdictional Population as of January 1, 2022 from the May 2, 2022 California Dept. of Finance E-1 Report
- Jurisdictional Assessed Property Value from the Monterey County FY2022-23 Tax Rate Book

Invoicing will be quarterly in advance of each quarter during the fiscal year and any costs that are billed but not expended will be credited back to the payers in FY2024/25 or otherwise used at the direction of this Board. Payments not received within 30 days of invoicing will be assessed a 5% late fee on the amount due and continue to be assessed an additional 5% every 30 days until fully paid.

Reserve

These budgeted revenues include a reserve contribution of \$329,000. With this contribution, the Department expects to end FY2023/24 with a reserve balance of \$2.4 Million. The Department’s Dispatch Reserve policy is to maintain a minimum reserve balance of 10%, and a target balance of 15% of the annual operating budget. This FY2023/24 contribution will bring the reserve to 15.6% of the operating budget.

Inform Mobile

Inform Mobile costs will be billed in full in Quarter 4 to actual costs and are budgeted to be \$186,871 in FY2023/24. Inform Mobile costs are allocated and charged by the number of mobile licenses issued to each agency using counts from the Inform database which will be pulled in early CY2024.

The Emergency Communications Department recommends that:

Executive Board approve this action and recommend the Monterey County Board of Supervisors approve funding the Department with \$2,219,413 of General Fund Contribution required for this budget to pay for Sheriff and probation workload as well as nonrecoverable costs.

Risks:

If the County does not fund its share of this budget according to the formulas in the 9-1-1 services agreement, then the Department will need to make cuts which will cause reductions in service levels, quality, and safety considerations.

Fiscal Impact:

The User Agencies will pay fees as shown on *Exhibit A* plus actual costs for Inform Mobile.

_____ **Executive Board Action** _____

Modification to requested action: Yes ___ No ___

Vote Date 2/9/2023

Motion by _____ 2nd _____

/s/ Chair _____

Yeas: _____

Nays: _____

EXHIBIT A

2023/24 Cost Per Agency (Reserve Funding of \$329,000)				
Agency	FY2022/23 Cost Per Agency	Proposed FY2023/24 Cost Per Agency	Increase (decreases) in FY23 from FY22	
Del Rey Oaks	\$ 51,494	\$ 57,765	\$	6,271
Gonzales	\$ 146,805	\$ 170,734	\$	23,929
Greenfield	\$ 287,677	\$ 331,904	\$	44,227
King City	\$ 235,460	\$ 251,096	\$	15,636
Marina	\$ 486,772	\$ 546,768	\$	59,996
Monterey	\$ 887,086	\$ 993,674	\$	106,588
Pacific Grove	\$ 404,015	\$ 450,899	\$	46,884
Salinas	\$ 2,957,774	\$ 3,273,945	\$	316,171
Sand City	\$ 37,389	\$ 44,295	\$	6,906
Seaside	\$ 623,196	\$ 740,464	\$	117,268
Soledad	\$ 331,383	\$ 391,699	\$	60,316
City of Carmel (Fire Ambulance)	\$ 24,236	\$ 26,325	\$	2,089
Big Sur Volunteer Fire Brigade	\$ 3,169	\$ 3,924	\$	755
North County Fire Protection District	\$ 54,672	\$ 62,163	\$	7,491
Monterey County Regional Fire	\$ 81,218	\$ 90,504	\$	9,286
CSU Monterey Bay	\$ 126,535	\$ 150,660	\$	24,125
Correctional Training Facility	\$ 25,713	\$ 38,973	\$	13,260
County*	\$ 4,044,860	\$ 4,578,677	\$	533,817
<i>*For Sheriff's, Crisis Team, and Probation's workload & Nonrecoverable Charges</i>				
<i>*Includes General Fund Contribution & Prop172</i>				