

710 EAST SAN AUGUSTINE STREET

DEER PARK, TEXAS 77536

## Minutes

of

A WORKSHOP MEETING OF THE DEER PARK FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT BOARD OF DIRECTORS HELD AT CITY HALL COUNCIL CHAMBERS, 710 EAST SAN AUGUSTINE STREET, DEER PARK, TEXAS, ON JUNE 14, 2021 BEGINNING AT 5:50 P.M., WITH THE FOLLOWING MEMBERS PRESENT:

SAM PIPKIN	PRESIDENT
CHARLIE JOHNSON	VICE PRESIDENT
JOE REYNOLDS	MEMBER
FLYNT BLACKWELL	MEMBER
SCOTT COMBS	MEMBER
HAL VAUGHAN	MEMBER
TOMMY ARCHER	MEMBER
DONNA TODD	TREASURER
SHANNON BENNETT	BOARD SECRETARY

1. MEETING CALLED TO ORDER – President Sam Pipkin called the meeting to order at 5:50 p.m.
2. COMMENTS FROM AUDIENCE – No comments received.
3. DISCUSSION OF ISSUES RELATING TO THE PROPOSED FY 2021-2022 BUDGET FOR THE FIRE CONTROL, PREVENTION AND EMERGENCY MEDICAL SERVICES DISTRICT – Treasurer Donna Todd advised the Board of changes to the final budget that includes a 2.1% cost of labor to the personnel side of the budget that would add \$14,300 to the expenditure side. The health insurance is currently at a 1% increase but may change.

Charlie Johnson asked, “Would the 1% add roughly about \$6,500 to \$7,000?”

Ms. Todd responded, “This would be covered by the fund balance. The 1% is already included in the budget.”

Emergency Services Director Robert Hemminger informed the Board of the base budget and the very little change from next year, there are very few program level options in the budget this year.

Hal Vaughan asked, “I noticed on the full-time salaries there is a \$70,000 increase. Is that a pay raise?”

Mr. Hemminger responded, "No. What I will say in regard to those full-time positions is that those are calculated by our payroll office. The Department did not request any increase. Those numbers are calculations based on employees in their current positions and their longevity based increases. It does seem a little off that there is that big of a difference and we will have to try and get you some answers because there are no new positions in there. In regard to the part time, as you saw in the description, that is really to allow us to stay ahead of keeping a peak truck when we have difficulty getting volunteers for critical peak hours. It is not something that is permanently scheduled. We have had a lot of mutual aid requirements this year where we had to call for outside assistance. We are just trying to be in a position to be able to curtail that a little bit and not rely so much on our neighbors."

Mr. Vaughan commented, "I was just curious if there was a pay raise that made the number jump up to that amount."

Mr. Hemminger responded, "We will get with payroll and find out if there was something that drove that number up or if our estimate for this year is under by that much. We will make sure to get you that answer before you have to vote on it and make any adjustments necessary."

Scott Combs asked, "If that changes, will the social security, TMRS, health and life insurance justify out?"

Mr. Hemminger responded, "My understanding is those numbers would get adjusted which ever direction is necessary, whether on the estimate side or on the proposed side."

President Sam Pipkin asked, "Would the same thing be related to the Fire Marshal side too? On the personnel side, it goes from \$97,000 to \$114,000."

Mr. Hemminger responded, "Again, I will have to check with payroll. We are not adding a position. The only difference and the reason the estimate for this year is lower on the part-time side is because of COVID-19. We did not fill the part-time inspection position. We were not sending Fire Inspectors out into businesses during the peak of the COVID-19 pandemic, but we are planning to fill that position in the near future."

Mr. Pipkin asked, "On the breakdown on page 19, it shows just a couple of thousand dollars of an increase. I guess the \$114,000 is a combination of all the numbers."

City Manager James Stokes commented, "On the life insurance, that may be it. Where it is estimated at \$14,500 as the new amount and the old amount was \$6,400 from last year, it may be, for example, a past employee that only had their children covered and now they have the whole family covered. How the employee elects coverage for their family can be a big driver in that, up or down."

Mr. Hemminger commented, "There was a change in that position over the past year. The Deputy Fire Marshal position is the one that is funded out of the Fire Control and you may recall Kevin Rodgers left us to become Fire Marshal for a neighboring city. We had a new hire come in, so there very well could have been a change in insurance coverage. The difference in the part-time estimate is definitely low because of not having filled that position this year, however we are expecting to fill it. That is why it's gone up to spending the whole



budgeted amount on the part time and overtime. The new Deputy Marshal is relatively new to us and we are utilizing him a little more on fire call outs and inspection call outs. Whereas the Fire Marshal, who comes by himself, is a salaried employee and it doesn't hit your budget anyways, but it hits the budget on the City side. Now, with this new employee and because we are trying to get him trained to be released on his own to handle those kinds of matters, there is a little more over time there."

Charlie Johnson asked, "Under 41170, the Health Savings Account, there is a significant decrease. Have we done away with it or is it shifting away?"

Mr. Hemminger responded, "The Health Savings Account is only allowable to an employee that has a high deductible plan. We offer both to our employees, which could be representative of a transition over from a high deductible account to a standard health coverage. The City contributes to those employees that choose a high deductible plan and makes a contribution to their Health Savings Account. It looks like we had someone transition out of that and into the standard plan. That would make health care account go up and the Health Savings Account (HSA) would go down and then they would be on their own to contribute to the Flexible Spending Account (FSA), which you would not see on here because it comes out of the employee's paycheck."

President Pipkin asked, "Did we find that COVID-19 increased the overtime?"

Mr. Hemminger responded, "There was probably some relation to COVID-19, but we had a number of other things that happened. We have had in this past year, four EMS employee out on Family Medical Leave Act (FMLA) extended leaves that required either our part-time personnel or full-time personnel to pick up slots. What we found was that because of COVID-19, our part-time personnel were not as available as they normally would be. Many of them are nurses and they were being required to work at the hospitals and some of them were restricted from working at other agencies because the hospital didn't want them to catch COVID-19 at another employer facility. We did have other hurdles to get over and because of that there was some additional overtime for our full-time Staff because we didn't have part-time personnel picking up the shifts like they were able to before."

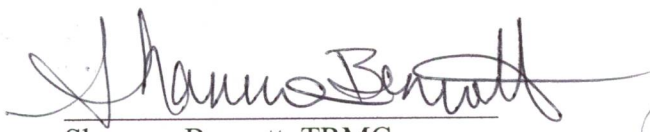
Mr. Hemminger concluded by advising the Board that there will be another opportunity to ask any questions before voting to adopt the budget.

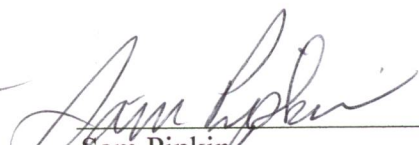
Assistant City Manager Gary Jackson reminded the Board of the meeting on July 12, 2021 at 5:45 p.m. to adopt the budget.

4. ADJOURN – President Pipkin adjourned the meeting at 6:07 p.m.

ATTEST:

APPROVED:

  
Shannon Bennett, TRMC  
Board Secretary

  
Sam Pipkin  
President