
**EMERGENCY
COMMUNICATIONS OF
SOUTHERN OREGON**



Serving Police, Fire & Medical

ECISO Mission Statement

We contribute to the safety and well-being of Southern Oregon by providing public safety communications with industry-best standards, procedures and practices.

ECISO

400 Pech Road

Central Point, OR 97502

Phone (541)774-5060

www.ecso911.com

Margie Moulin

Director

Adopted Budget Fiscal Year 2012-2013

Adopted by

Emergency Communications of Southern Oregon

Chief Executive Officers Board

March 14, 2012



Adopted Budget Document Fiscal Year 2012-2013

Presented to Budget Subcommittee/ECSO Council
February 8, 2012
February 22, 2012

Approved by Budget Subcommittee/ECSO Council
February 22, 2012

Presented to ECSO Chief Executive Council
March 14, 2012

Adopted by ECSO Chief Executive Officers Board
March 14, 2012

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BUDGET SUB-COMMITTEE

Fiscal Year 2012-2013

FY 2012-2013 Budget Sub-Committee

<i>City of Ashland</i>	Terry Holderness
<i>Jackson County Sheriff</i>	Rod Countryman
<i>Central Point Police Department</i>	Kris Allison
<i>City of Phoenix</i>	Derek Bowker
<i>Jackson County Fire District #3</i>	Dan Peterson
<i>Jackson County Fire District #6</i>	Larry Tuttle
<i>Talent Police Department</i>	Mike Moran
<i>Eagle Point Police Department</i>	Vern Thompson
<i>City of Rogue River</i>	Mark Reagles
<i>Phoenix Police Department</i>	Derek Bowker
<i>Rogue River Rural Fire Protection Agency</i>	Ben Ramsey
<i>Lake Creek Rural Fire Department</i>	Tony Paxton
<i>Medford RFPD</i>	Gordon Sletmoe
<i>Jackson County Fire District #5</i>	Dan Marshall
<i>Town of Butte Falls</i>	Jana Goodman
<i>City of Jacksonville</i>	Jim Lewis

CHIEF EXECUTIVE OFFICERS BOARD MEMBERS

Fiscal Year 2012-2013

<i>Ashland Fire and Rescue</i>	Chief John Karns
<i>City of Talent</i>	Mike Moran
<i>Medford Police</i>	Tim George
<i>Medford Fire</i>	Dave Bierwiler
<i>Jackson County</i>	Mike Winters
<i>Jackson County Fire District #3</i>	Dan Peterson
<i>Ashland Police</i>	Terry Holderness

ECSO INTERGOVERNMENTAL COUNCIL MEMBERS

Fiscal Year 2012-2013

<i>City of Talent</i>	Mike Moran
<i>Jackson County</i>	Mike Winters
<i>City of Medford</i>	Randy Sparacino
<i>City of Ashland</i>	Terry Holderness
<i>City of Central Point</i>	Kris Allison
<i>City of Phoenix</i>	Derek Bowker
<i>City of Eagle Point</i>	Vern Thompson
<i>City of Jacksonville</i>	Jim Lewis
<i>City of Rogue River</i>	Mark Reagles
<i>Town of Butte Falls</i>	Jana Goodman
<i>Jackson County Fire District #3</i>	Dan Peterson
<i>Jackson County Fire District #4</i>	Pat Keene
<i>Jackson County Fire District #5</i>	Dan Marshall
<i>Evans Valley Fire District #6</i>	Larry Tuttle
<i>Applegate Fire District #9</i>	Brett Fillis
<i>Rogue River Rural Fire District</i>	Ben Ramsey
<i>Lake Creek Rural Fire District</i>	Tony Paxton
<i>Prospect Rural Fire Protection District</i>	
<i>Greensprings Fire District</i>	Gene Davies
<i>Medford Rural Fire Protection District</i>	Gordon Sletmoe
<i>Southern Oregon University</i>	Rich Walsh

BUDGET MESSAGE

Fiscal Year 2012-2013

Emergency Communications of Southern Oregon (ECSO) is committed to financial conservative planning that demonstrates the Agency's commitment to providing quality services to citizens in need of 9-1-1 emergency services and to the public safety agencies who serve them. As required by Oregon Budget Law, the adopted budget is balanced between total resources and requirements.

In support of our adopted Strategic Goals, ECSO Management completed the APCO Project 40 (Retains). This project was formed to address the staffing crisis throughout our nation's communications centers in 2001. APCO created a task force which developed a best practices document designed to provide 9-1-1 agencies guidance and assistance in resolving staffing issues, as well as a tool kit for agencies to enter data and generate a report comparing that data to information collected in the RETAINS Next Generation study to determine appropriate staffing levels.

ECSO completed this report and presented the report to the Intergovernmental Council, Budget Committee, and CEO Board. This report recommends 3.7 additional dispatch positions, 2.25 additional supervisor positions, and 8.6 additional call taking positions. Management presented the recommended numbers as well as a budget showing what an increase in 14 positions would cost, and an additional budget requesting the 2 unfilled positions from FY 12 be reinstated. This budget recommendation was declined and the adopted budget for FY 12-13 provides for 3 fewer positions than staffing levels during the first year of consolidation.

This budget cycle ECSO and the governing boards also discussed the need for a revenue reduction fund which was presented, but declined during the budget process. ECSO has a need to build a reserve fund in case of loss of revenue, such as a reduction in 9-1-1 tax, Legislative sweep of the funds, or loss of User fees. While budgets did not allow for passage of this fund during the FY 12/13 process, further discussions are currently being held to fund this in the future.

The FY 12/13 includes the final year of the contract negotiated to combine the two PSAPs and align the salaries and benefits. The increase in the budget is largely due to the negotiated pay increases, resulting in a 5% raise for Union. Non-Union Management and administrative positions did not receive step increases or cost of living increase for this fiscal year.

During this fiscal year, Oregon Emergency Management, under the Oregon Military Department, in response to a legislative fiscal office budget note, contracted with L.R. Kimball to provide a report for Consolidation Analysis and Next Generation 9-1-1 Implementation Study.

BUDGET MESSAGE

Fiscal Year 2012-2013

Any form of mandated consolidation has the potential to create added financial burden to local jurisdictions in order to maintain local dispatching services. ECSO Management remains involved with the APCO legislative committee following any legislative action affecting 9-1-1 and will continue to be involved with the legislative committee to respond to legislative issues.

2011-2012 Accomplishments

3 of the 4 goals listed in the last fiscal year budget message completed:

- ❖ Performance Evaluations.
- ❖ Migration to Narrowbanding
- ❖ 5 Year Strategic Plan

NCMEC Partnership Application/completion of training

Annual Report/Performance measures

BUDGET MESSAGE

Fiscal Year 2012-2013

Goals for the Year and for the Future

- ❖ QA – work to improve weak areas in our performance measures
- ❖ Maintain Full Staffing
- ❖ Research and pursue alternate funding possibilities:
 - Special/Service District
 - Private/Public Partnerships
 - Sharing of Resources
- ❖ Business Continuity Plan (remaining goal from last FY)
- ❖ Complete new back up facility
- ❖ CART Team
- ❖ Continue participation in Legislative issues affecting 9-1-1 at both the state and national levels.
- ❖ Accreditation

AGENCY OVERVIEW

Fiscal Year 2012-2013

THE AGENCY

Emergency Communications of Southern Oregon (ECSO) is located in Medford Oregon and serves the population of the beautiful Rogue Valley. ECSO is a combined emergency dispatch facility and Public Safety Answering Point (PSAP) for the Jackson County Oregon 9-1-1 lines. The Center is also a regional "drop point" for emergency information that needs to be given to Jackson and Josephine counties. This may include severe storm warnings or notice of a foreign enemy attack. This information is received through the National Air Warning Alert System (NAWAS) radio channel that covers the entire United States.

9-1-1 and emergency dispatching services has a rich history in Jackson County. Prior to July 1st, 2010, there had been more than one 9-1-1 PSAP in the county, and at one point, there were four, including North Valley Communications Center (NVCC), dispatching for the cities of Central Point, Eagle Point, and Shady Cove; the City of Ashland 9-1-1, answering calls and dispatching for all units within the city limits of Ashland; the City of Medford, which later became Rogue Valley Consolidated Communications (RVCCOM), dispatching and answering calls for the largest city in Jackson County; and Southern Oregon Regional Communications (SORC), which, which started initially as a Fire Communications Center in 1973 and ultimately culminated in the drafting of an agreement allowed under O.R.S. 190.10, which, in turn, established (SORC) as a stand-alone public entity. In essence, this agreement enabled the user agencies of the Center to come together as one organizational public body providing its own control and direction of emergency communications services.

In 1994, NVCC dissolved, and the cities of Shady Cove and Eagle Point joined SORC, while the city of Central Point joined RVCCOM. In 2003, after legislators indicated they may force a single PSAP in each county in Oregon, the City of Ashland gave up their dispatch center and joined RVCCOM.

In 2008 the County broke ground on a new building, designed to house both of the remaining PSAP's in Jackson County, whether as a consolidated single center, or co-located centers.

In November of 2009, with consolidation talks well under way, SORC moved into a brand new, state of the art 16,468 sq. foot facility located at 400 Pech Road, Central Point, OR. In February, 2010, the City of Medford's 911/dispatch center moved into the facility as a co-located agency while consolidation of the two agencies was finalized.

On July 1, 2010 the City of Medford and SORC consolidated and became known as Emergency Communications of Southern Oregon (ECSO).

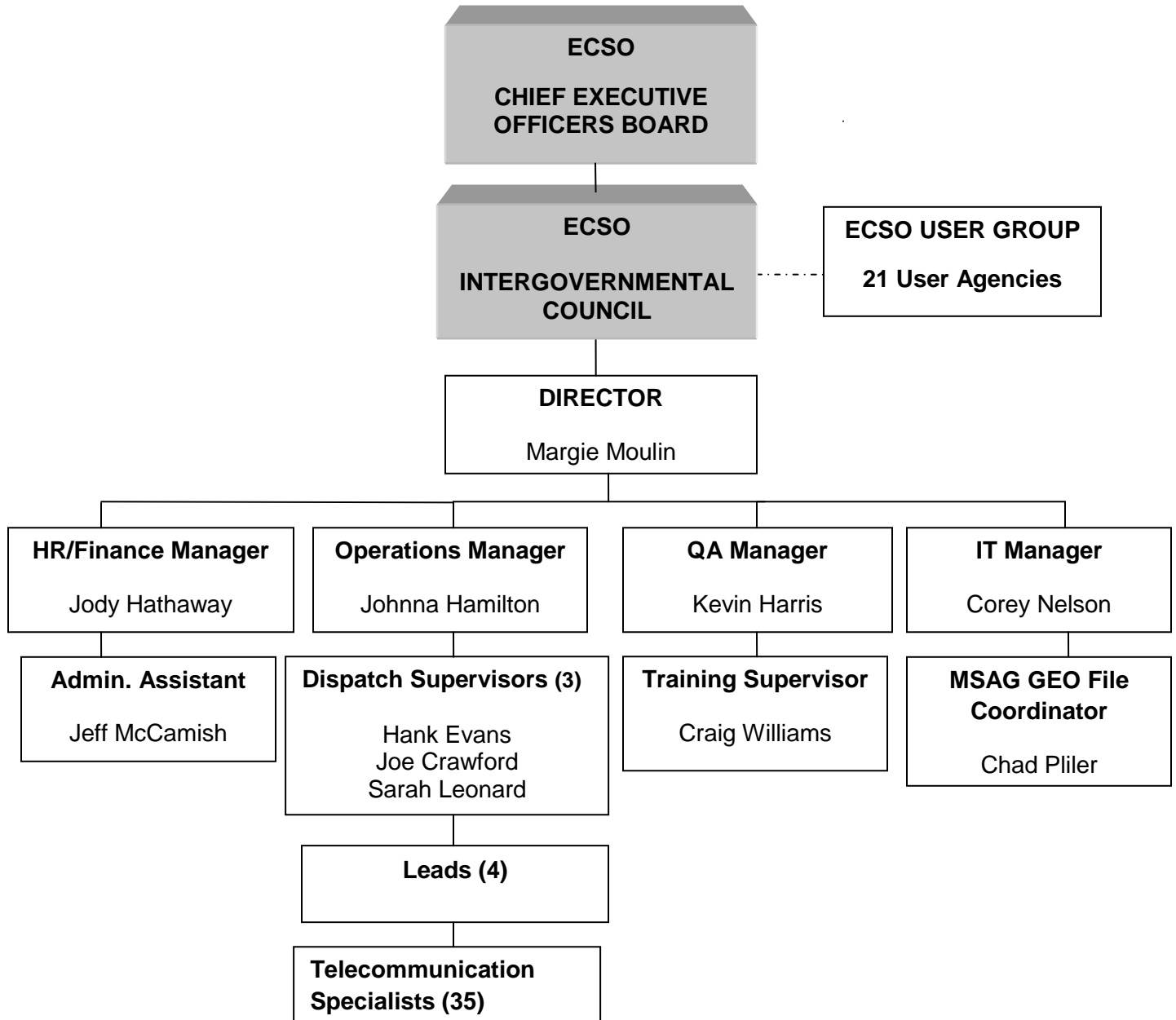
AGENCY OVERVIEW

Fiscal Year 2012-2013

EMERGENCY COMMUNICATIONS OF SOUTHERN OREGON

ORGANIZATIONAL CHART

FISCAL YEAR 2012-2013



———— Direct Authority
----- Advisory Authority

USER FEE ALLOCATION FORMULA

Fiscal Year 2012-2013

Method

User rates are based upon the total operating budget minus revenue (i.e., beginning fund balance, interest, CAD reimbursement, 911 tax distribution, etc). The balance after subtracting the revenue is then charged out to the users. The user rates are split between law and fire wherein law pays 70% of the total charge out and fire pays 30%. Their rates are then determined using “assessed valuation” and “population” base. Fifty percent (50%) of the user rates are based upon the user’s proportionate share of assessed valuation and fifty percent (50%) upon the user’s proportionate share of population base.

Example:

Operating Budget \$1,500,000
Minus Revenue -\$500,000
Charge out to users is \$1,000,000

70% Law = \$700,000
30% Fire = \$300,000

Law Agencies - \$700,000

50% assessed valuation = \$350,000 – ABC Police Dept Assessed Valuation = 4.3% = \$15,050
50% Population = \$350,000 – ABC Police Dept Population = 2.3% = \$8,050
Total ABC Police Dept Fees = \$23,100

Fire Agencies - \$300,000
50% assessed valuation = \$150,000
50% Population = \$150,000

Minimum Users

Minimum users fee calculations are at the base levels established during fiscal year 2010-2011, i.e., Tier One \$5,075.76; Tier Two \$10,530.30; these fees shall not increase by more than three percent (3%) per year

FINANCIAL SUMMARY

Fiscal Year 2012-2013

BUDGETARY ACCOUNTING BASIS

The budgetary and accounting policies contained in the proposed budget conform to generally accepted accounting principles established by the Governmental Accounting Standards Board. The accounts of ECSO are organized on the basis of funds and account groups, each of which is considered a separate budgetary and accounting entity.

Within the annual budget, ECSO funds are grouped as follows:

1. **General Fund:** This is the general operating fund of ECSO and is used to record financial transactions relating to all activities for which specific types of funds are not required;
2. **Equipment Replacement Fund:** The purpose is to accumulate needed funds for communications equipment system replacement and/or upgrades;
3. **911 Reserve Fund:** The Fund accounts for the emergency telephone tax funds collected for supporting the 911 system. A portion of these funds is transferred to the General Fund to cover 911 operating expenditures; and

The proposed budget is prepared with all governmental funds accounted for and budgeted for using the modified accrual basis of accounting. When using this method of accounting revenues are recognized when earned and expenses are recognized when incurred.

FINANCIAL SUMMARY

Fiscal Year 2012-2013

BUDGET MANAGEMENT

ECSO is required to budget all funds. The budget is prepared for each fund on the modified accrual basis of accounting. Estimated revenues and expenditures are budgeted for by fund and object. Information on the past two year's actual revenues and expenditures and current year estimates are included in the budget document.

The CEO Board legally adopts the budget by Resolution before July 1. The Resolution establishes appropriations for each fund and expenditures cannot legally exceed these appropriations. The level of control established by the Resolution for each fund is at the object group level (i.e. personal services, materials and services, capital outlay, debt service, intra fund transfers and contingency). Appropriations lapse at the end of the fiscal year.

ECSO may change the budget throughout the year by transferring appropriations between levels of control and by adopting supplement budgets as authorized by Oregon Revised Statutes. Unexpected additional resources may be added to the budget through the use of a supplemental budget. A supplemental budget requires hearings before the public, publication in newspapers and approval by the CEO Board. Expenditures appropriations may not be legally over-expended except in the case of grant receipts that could not reasonably be estimated at the time the budget was adopted and for debt service on new debt issues during the budget year. Management may transfer budget amounts between individual line items within the object group, but cannot make changes to the object group themselves, which is the legal level of control.

FINANCIAL SUMMARY

Fiscal Year 2012-2013

Funds Overview

General Fund

The General Fund supports the operating budget of ECSO. For Fiscal Year 12-13 the emergency communications contracts comprise 78% of the resources for this fund. The proposed operating budget is a 4.25% increase from FY 11-12.

Other resources for the General Fund include the beginning fund balance, RMS/CMS reimbursement from the Sheriff's Office, MSAG reimbursement, interest and miscellaneous income. The anticipated beginning fund balance of \$209,844 for FY 12-13 is a 20.3% decrease from FY 11-12. Staff will transfer \$985,000 from the 9-1-1 Reserve Fund to the General Fund specifically to support the 9-1-1 portion of the Center. This funds approximately 16.8% of the operating budget.

General Fund – Resources

Resources	FY 12-13 Adopted Budget	FY 11-12 Current Budget	% Difference
Anticipated Beginning Fund Balance	\$ 209,844.00	\$ 263,327.00	-20.3%
User Fees	\$ 4,573,197.00	\$ 4,252,562.00	7.02%
JCSO RMS Reimbursement	\$ 41,019.00	\$ 41,019.00	0
MSAG Reimbursement	\$ 41,500.00	\$ 41,500.00	0
911 Funds	\$ 985,000.00	\$ 1,010,000.00	-2.48%
Interest	\$ 750.00	\$ 1,500.00	-50%

General Fund – Expenditures

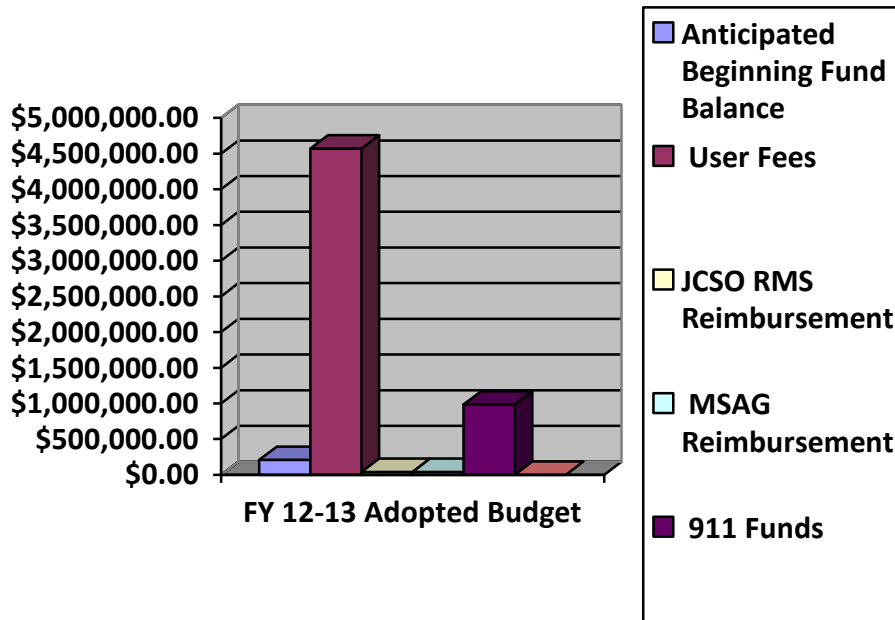
Expenditures	FY 12-13 Adopted Budget	FY 11-12 Current Budget	% Difference
Personal Services	\$ 5,022,138.00	\$ 4,809,835.00	4.42%
Materials and Services	\$ 740,768.00	\$ 713,223.00	3.72%
Contingency	\$ 100,000.00	\$ 100,000.00	0%

FINANCIAL SUMMARY

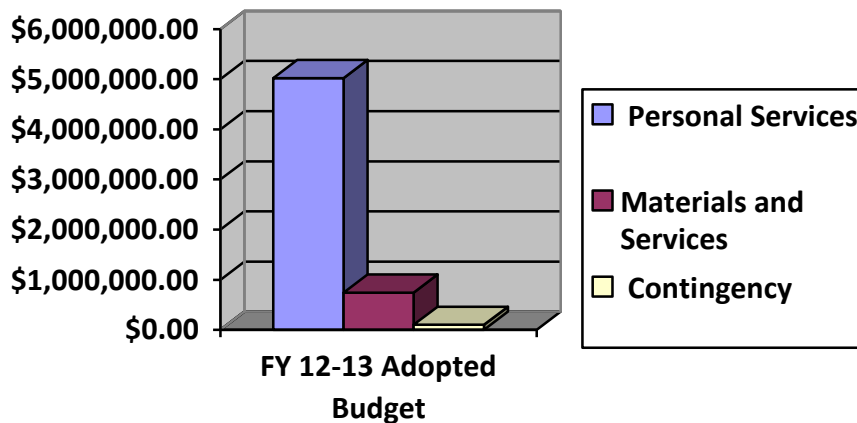
Fiscal Year 2011-2012

General Fund

Resources



Expenditures



FINANCIAL SUMMARY

Fiscal Year 2011-2012

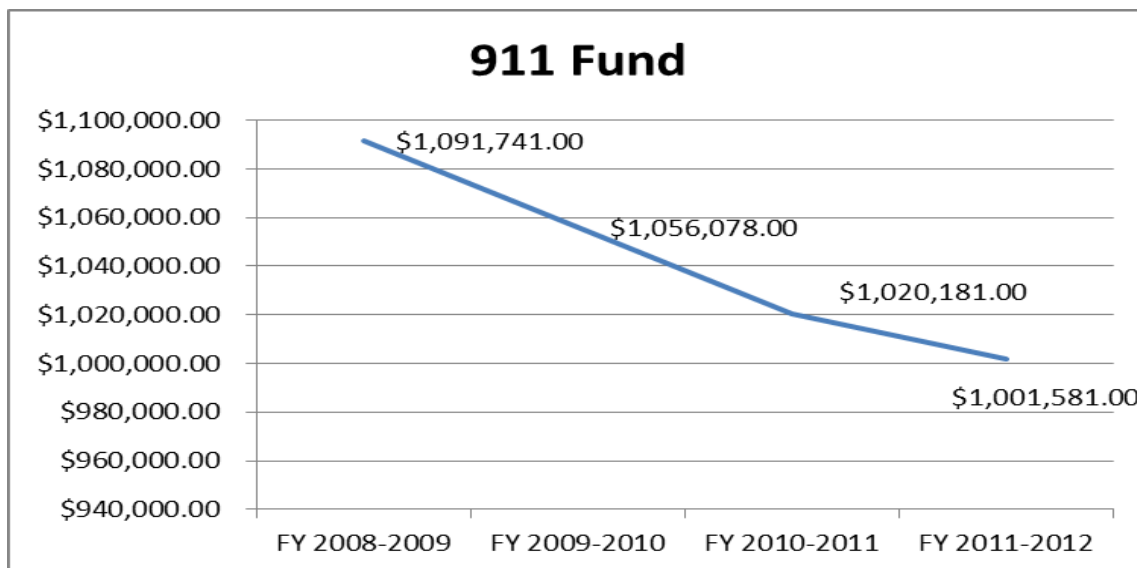
911 Reserve Fund

The 9-1-1 Reserve Fund accounts for the telephone tax or surcharge revenues that are received from the participating cities and unincorporated areas of Jackson County served by ECSO. These revenues are derived from a 75-cent surcharge on each circuit (wire line, wireless, and voice over internet protocol, or VoIP, capable of accessing the 9-1-1 system. sixty percent (or approximately 44-cents) of these collections are distributed quarterly to ECSO on behalf of cities and the County based on State DOR funding formula related to a population census by Portland State University. The 9-1-1 taxes received by the Agency are subject to variations and have declined over the last three fiscal years.

Currently the 9-1-1 tax is not collected on PrePaid Wireless phones. Oregon Emergency Management and Oregon APCO/NENA are working to begin collecting on these devices. A question has come up as to whether current OAR allows for this collection, or if new legislation must be passed. OEM and APCO/NENA are working to ensure collection of this tax in the future, ultimately creating additional 9-1-1 tax distribution revenue for ECSO.

9-1-1 revenues are budgeted for FY 2012-2013 at \$985,000. It is proposed that \$985,000 be transferred to the General Fund to support the 911 costs in the center.

911 Reserve Fund



FINANCIAL SUMMARY

Fiscal Year 2011-2012

9-1-1 RESERVE FUND #703

	12-13	11-12	10-11	09-10
	Adopted	Adopted	Actual	Actual
Resources				
Beginning Fund Balance	485	1,500	3,593	43,404
Interest	1,100	1,200	283	753
Unincorporated & Cities Expected	985,000	1,020,000		551,123
Equalization Payments	0	0	1,020,182	0
Total Resources				595,280
	986,585	1,022,700	1,024,058	
Expenditures				
Transfer to Equipment Replacement	0	0	0	0
Transfer to General Fund	985,000	1,010,000	1,023,887	591,687
Reserved for Future Exp	1,585	12,700	0	3,593
Total Expenditures	986,585	1,022,700	1,023,887	595,280

9-1-1 Reserve Fund Summary

The 9-1-1 Reserve Fund accounts for the telephone tax or surcharge revenues that are received from the participating cities and unincorporated areas of Jackson County served by ECSO. These revenues are derived from a 75-cent surcharge on any instrument or device that has access to the 9-1-1 system.

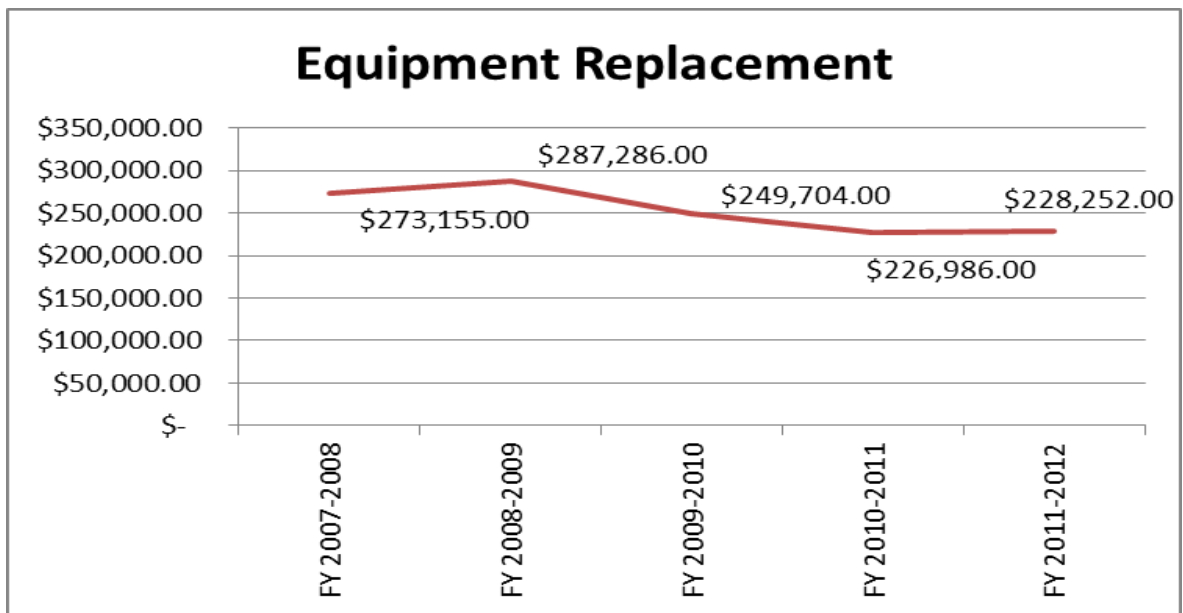
9-1-1 revenues are budgeted at \$986,585. The sum of \$985,000 will be transferred to the General Fund to support the 911 costs in the center. In the event that the pre-paid phone tax bill is passed and the money is forwarded to the appropriate PSAPs, a supplemental budget will be prepared to accept the funds.

FINANCIAL SUMMARY

Fiscal Year 2011-2012

Equipment Replacement Fund

This fund supports the replacement and upgrade of ECSO equipment. It also allows the Center to replace significant capital without increasing User fees during the fiscal year. However, funds have not been transferred into Equipment Replacement since FY 2006-2007.



FINANCIAL SUMMARY

Fiscal Year 2011-2012

EQUIPMENT REPLACEMENT FUND # 809

	12-13	11-12	10-11	09-10
	Proposed	Adopted	Actual	Actual
Resources				
Beginning Fund Balance	226,500	200,169	249,705	287,286
Transfer from General Fund				
Transfer in from 9-1-1 Reserve Fund				
Interest	1,200	850	1,111	1,456
Other (Homeland Security Grant)				
Total Resources	226,500	201,019	250,816	288,742
Expenditures				
Transfer to General Fund			23,829	39,037
Replacement of Equipment				
Reserved for Future Expenditure	226,500	201,019	226,987	210,668
Total Expenditures	226,500	201,019	226,987	249,705

Equipment Replacement and Upgrade Fund Summary

This fund supports the replacement and upgrade of ECSO equipment. It also allows the Center to replace significant capital without increasing User fees during the fiscal year.

BUDGET DETAIL

Fiscal Year 2012-2013

The total FY 2012-2013 Operating Budget is \$5,862,906. This represents a \$239,498 (4.25%) increase over the current fiscal year. The total user allocation, after the deduction of applicable revenue, is \$4,573,197. This represents a 1.08% increase over the current fiscal year. The Anticipated Beginning Fund Balance of \$209,844 is a 20.3% decrease from the current fiscal year. The 9-1-1 Fund revenue is anticipated to be \$985,000 which is a 2.48% decrease.

The Agency evaluates staffing, the structure of the organization and the need for changes. With the adoption of the new year's budget, the staffing level is formally authorized by the Intergovernmental Council and the CEO Board. The following is a list of authorized FTE included in the FY 2012-2013 Budget:

Non Represented Positions	Adopted FY 12-13	Current FY 11-12	Change from Prior Fiscal Year	FY 12-13 Monthly Salary Range
Director	1	1		\$8,125 - \$10,370 per Month
Operations Manager	1	1		\$7,387 - \$9,428 per Month
QA/Training Manager	1	1		\$7,387 - \$9,428 per Month
HR/Finance Manager	1	1		\$7,387 - \$9,428 per Month
IT Manager	1	1		\$7,387 - \$9,428 per Month
Dispatch Supervisor	4	4		\$5,668 - \$7,234 per Month
GIS Tech MSAG Coordinator	1	1		\$5,143 - \$6,649 per Month
Administrative Assistant	1	1		\$3,351 - \$4,277 per Month
Represented Positions				
Dispatchers	39	39		\$3,165 - \$4,723 per Month Plus up to 8% DPSST Certification and 5% Incentive for Lead for those that are Eligible
TOTAL FTE	50	50		

BUDGET DETAIL

Fiscal Year 2012-2013

DIVISIONS

Administrative Division

The Administrative Division consists of the Director, HR/Finance Manager and the Administrative Assistant. This Division is responsible for maintaining the Agency infrastructure, including payroll, accounting, insurance, legal counsel and human resources, as well as the more strategic issues which may include legislative initiatives and strategic planning. Capital Expenditures are carried under this division.

Operations Division

The Operations Division consists of the Operations Manager, QA Manager, Training Supervisor, three Dispatch Supervisors, IT Manager, MSAG Geo File Coordinator and 39 Telecommunication Specialists. This Division is responsible for 911call taking and dispatching for 21 public safety agencies. The MSAG/GEO File Coordinator is responsible for maintaining the CAD data, the countywide MSAG and Geo File and the mapping data. The QA Manager and Training Supervisor are responsible for developing, implementing and maintaining quality training programs and conducting systemic cause analyses. The IT Manager is responsible for all technical services for the agency, oversees the MSAG/Geo File position, and may assist User agencies with mobile data terminals, or other technical services.

Technical Division

The Technical Division has no assigned personnel. The Division expenditures are related to the maintenance of eight mountain top radio sites, base stations, microwave backbone and the electronics and hardware associated with 16 consoles (13 with radio and phone, 3 additional with radio only) and miscellaneous equipment. The Agency contracts with Day Wireless to maintain the radio infrastructure, and the telephone equipment is supported by the telephone company under contract with Oregon Emergency Management, 9-1-1 program, supported primarily by the 9-1-1 tax distribution.

Personal Services – General Fund

The fiscal year 2012-2013 total budget proposed for personal services is \$5,022,138 an increase of \$558,034 or 11.6% from last year. Reasons revolve around Union wage increases and continued rise in health care.

BUDGET DETAIL

Fiscal Year 2012-2013

Staffing:

As with any entity the cost of personnel takes the lion's share of the budget and we are no exception. Personnel costs are 85.7% of the budget. This budget reflects compensation agreed upon by ECSO and Teamsters Local #223 in the July 1, 2010 – June 30, 2013 collective bargaining agreement which is a 5% wage increase – CPI-W of 3% plus an additional 2%. Management and non-union personnel salaries and Step increases have been frozen at the FY 2011-2012 wages, a savings of \$46,529.00.

Medical:

Oregon Teamsters Trust's insurance premiums rates run January through December of each year. The Board of Trustees agreed to keep the contribution rates unchanged for 2012. We anticipate an 8% increase in December of 2012. For fiscal year 2012-2013 ECSO pays 97% of the premium and the employee pays 7%.

HRA VEBA:

The monthly HRA VEBA contribution for both Union and non-union personnel is 1.2% of the employee's base salary.

Retirement Benefits

All employees participate in the Hartford Deferred Compensation Plan; ECSO contributes 10% of the base salary for Union personnel and 12% of the base salary for Management and Non-Union personnel.

Materials and Services – General Fund

The fiscal year 2012-2013 total proposed budget amount for this category is \$740,768, an increase of \$27,545. This category funds the maintenance of buildings and grounds, rent, the voice, data and radio infrastructures, the computer aided dispatch system, legal fees, maintaining business machine and computer system networks, hardware and software as well as utilities costs, liability insurance, etc. The following are notable changes to the lines items in this category:

Computer Aided Dispatch System:

The Tiburon Cad system was upgraded to Command CAD in May of 2011. This was accomplished by a Federal Earmark obtained by the City of Medford. There still remains a debt service payment of \$129,422 per year for the next two years for the CAD system that existed prior to Command CAD. Jackson County Sheriff's Office pays \$41,016 per year towards this debt for the RMS/CMS system. The maintenance for Command CAD is less expensive resulting in a savings of \$36,698 for this fiscal year. Beginning Fiscal Year 2014-2015 the Agency will have paid the debt service in full resulting in an annual savings of \$129,442.

BUDGET DETAIL

Fiscal Year 2012-2013

Legal:

The funds in this category are for legal oversight of contracts, intergovernmental agreements, collective bargaining, and unforeseen labor issues. Beginning November of 2012 negotiations will begin for a new collective bargaining agreement. Staff has increased the funds in this line item by \$12,500 in anticipation of more legal involvement.

Liability Insurance:

ECSO is insured through Special Districts Association. ECSO qualified for a Best Practices Credit of \$2,314 as well as a Longevity Credit (\$2,495.50) and Rate Lock Agreement (not to exceed 5% annual rate increase). Staff has budgeted \$35,609 for liability insurance.

Minor Equipment:

Our IT Manager has created a five year plan for replacement and/or upgrade of current computer hardware and software systems. The funds in this category are to cover the purchase of Firewalls, Anti-Virus software, an email archive system and replacement PC's. Other expenditures covered in this line item are dispatch chairs and headsets. The funds budgeted in this line item are \$53,000, an increase of \$33,500 for this fiscal year.

Contingency:

Oregon Budget Law allows a maximum operating contingency of 15% of the appropriated budget to be spent in case of unforeseen situations. For the proposed FY 2012-2013 budget this would equal \$879,435. Staff has proposed \$100,000 or 1.7% of the General Fund.

The following pages show in detail the line items for each division.

BUDGET DETAIL
Fiscal Year 2012-2013

Administrative Division

Line #	Line Item Description	FY 12-13	FY 11-12	FY 10-11
		Adopted	Adopted	Actual
5011	Non-Union Wages	\$ 237,672.00	\$237,672.00	\$ 223,598
5014	Vacation Payout - Non-Union	\$ 9,142.00	\$ 9,142.00	
5021	Union Wage		\$ -	
5022	Overtime		\$ -	
5023	Holiday Overtime		\$ -	
5024	Vacation Payout - Union		\$ -	
5025	Lead Pay - Union		\$ -	
5026	FTO Pay - Union		\$ -	
5027	Incentive Pay - Union		\$ -	
5121	FICA	\$ 18,182.00	\$ 18,182.00	\$ 20,484
5122	State Unemployment Tax	\$ 2,277.00	\$ 1,785.00	
5123	Workers Comp Insurance	\$ 1,750.00	\$ 1,500.00	\$ 1,331
5125	Worker's Benefit Fund Assessment	\$ 500.00	\$ -	\$ -
5141	Deferred Compensation	\$ 28,521.00	\$ 28,521.00	\$ 26,580
5142	Medical Insurance	\$ 46,563.00	\$ 42,557.00	\$ 43,152
5143	Life Insurance	\$ 325.00	\$ 369.00	\$ 314
5144	Long Term Disability Insurance	\$ 1,425.00	\$ 1,783.00	\$ 977
5145	VEBA Account	\$ 2,853.00	\$ 2,853.00	\$ 2,658
5146	EAP	\$ 2,100.00	\$ 2,100.00	\$ 2,010
5211	Transportation	\$ 4,100.00	\$ 4,100.00	\$ 740
5212	Accommodations & Per Diem	\$ 4,775.00	\$ 4,775.00	\$ 2,811
5214	Training - Registration & Tuition	\$ 2,630.00	\$ 2,380.00	\$ 2,568
5215	Subscriptions & Materials	\$ 250.00	\$ 250.00	\$ 55
5216	Membership & Dues	\$ 1,240.00	\$ 1,500.00	\$ 1,183
5321	Advertising & Promotion	\$ 2,750.00	\$ 3,500.00	\$ 1,348
5322	Copier Expense - Supplies	\$ 1,000.00	\$ 2,000.00	\$ 1,422
5323	Postage	\$ 1,800.00	\$ 2,500.00	\$ 895
5324	Office Supplies	\$ 3,500.00	\$ 3,500.00	\$ 2,428
5325	Printing	\$ 2,000.00	\$ 3,500.00	\$ 198
5326	Minor Equipment	\$ 3,500.00	\$ 2,000.00	\$ 2,014
5327	Hiring Expenses	\$ 1,600.00	\$ 2,000.00	\$ 1,505
5331	Phone - Long Distance	\$ 310.00	\$ 700.00	\$ 93
5332	Phone - Language Line		\$ -	
5333	Phone Hot Lines- Radio Lines		\$ -	

5334	Phone - Admin Lines	\$ 6,900.00	\$ 8,475.00	\$ 8,900
5341	Insurance - Liability/Building	\$ 35,609.00	\$ 33,978.00	\$ 30,889
5401	CAD Lease		\$ -	
5402	CAD Operations		\$ -	
5404	CAD Supplies		\$ -	
5421	Property Maintenance - Jackson County	\$ 28,700.00	\$ 31,252.00	\$ 26,489
5422	Janitorial - Vista Building	\$ 29,277.00	\$ 31,600.00	\$ 31,118
5423	Rental & Lease (Mtn Top Sites)		\$ -	
5424	Diesel ECSO	\$ 2,000.00	\$ 1,500.00	\$ -
5425	Electricity - Mtn Tops		\$ -	
5426	Pacific Power - Center	\$ 57,000.00	\$ 48,500.00	\$ 46,927
5427	Center Lease - Jackson County Airport Authority	\$ 35,000.00	\$ 33,215.00	\$ 29,828
5428	Avista - Center	\$ 12,000.00	\$ 14,576.00	\$ 9,822
5429	Water, Sewer, Street Fees, et,	\$ 6,400.00	\$ 7,970.00	\$ 7,204
5430	Rogue Disposal	\$ 3,950.00	\$ 8,719.00	\$ 3,196
5431	Janitorial Supplies - Vista & Aramark	\$ 9,800.00	\$ 6,408.00	\$ 6,572
5432	Center - Inspections & Testing	\$ 7,966.00	\$ 4,355.00	\$ 2,191
5433	Center Supplies - Lights, batteries, etc.	\$ 1,000.00	\$ 1,000.00	\$ -
5434	Landscaping - Vista Building	\$ 6,720.00	\$ 7,500.00	\$ 6,438
5521	Equipment Maintenance Contracts - UPS		\$ -	
5522	Radio Repair & Maintenance		\$ -	
5611	Legal	\$ 32,500.00	\$ 20,000.00	\$ 28,578
5612	Auditing	\$ 9,500.00	\$ 10,000.00	\$ 8,750
5613	Technical Assistance		\$ -	
5614	Licensing Fees	\$ 4,767.00	\$ 6,500.00	\$ 4,747
5615	Consulting	\$ 1,000.00	\$ 1,000.00	\$ 100
5671	Equipment Reserve Transfer		\$ -	
5672	Capital Expenditure		\$ -	
5841	Contingency Fund	\$ 100,000.00	\$100,000.00	\$ 100,000
5842	Contingency Reserve Fund			
6999	Bank Fees	\$ 1,290.00	\$ 350.00	\$ 174
Total		\$ 772,144.00	\$ 756,067	\$ 690,287

BUDGET DETAIL
Fiscal Year 2012-2013

Operations Division

Line #	Line Item Description	FY 12-13	FY 11-12	FY 10-11
		Proposed	Adopted	Actual
5011	Non-Union Wages	\$ 644,568.00	\$642,012.00	\$ 598,893
5014	Vacation Payout - Non-Union	\$ 24,792.00	\$ 4,693.00	
5021	Union Wage	\$ 2,146,332.00	\$1,995,461.80	\$ 1,772,823
5022	Overtime	\$ 225,000.00	\$ 225,000.00	\$ 241,964
5023	Holiday Overtime	\$ 105,540.00	\$ 105,540.00	\$ 73,216
5024	Vacation Payout - Union	\$ 82,553.00	\$ 76,751.00	\$ 48,912
5025	Lead Pay - Union	\$ 11,335.00	\$ 10,740.00	\$ 8,543
5026	FTO Pay - Union	\$ 5,500.00	\$ 5,500.00	\$ 4,335
5027	Incentive Pay - Union	\$ 56,675.00	\$ 47,651.00	\$ 90,302
5121	FICA	\$ 252,626.00	\$ 239,701.18	\$ 216,957
5122	State Unemployment Tax	\$ 35,673.00	\$ 27,952.00	\$ 574,061
5123	Workers Comp Insurance	\$ 5,400.00	\$ 5,400.00	\$ 5,695
5125	Worker's Benefit Fund Assessment	\$ 3,500.00		
5141	Deferred Compensation	\$ 291,981.00	\$ 276,589.00	\$ 258,370
5142	Medical Insurance	\$ 729,487.00	\$ 736,251.00	\$ 677,856
5143	Life Insurance	\$ 5,375.00	\$ 5,351.00	\$ 5,742
5144	Long Term Disability Insurance	\$ 12,420.00	\$ 15,502.00	\$ 11,324
5145	VEBA Account	\$ 34,171.00	\$ 25,376.00	\$ 30,494
5146	EAP		\$ -	
5211	Transportation	\$ 7,500.00	\$ 6,500.00	\$ 3,518
5212	Accommodations & Per Diem	\$ 6,750.00	\$ 5,000.00	\$ 3,956
5214	Training - Registration & Tuition	\$ 17,019.00	\$ 17,019.00	\$ 16,939
5215	Subscriptions & Materials	\$ 500.00	\$ 500.00	\$ 290
5216	Membership & Dues	\$ 1,800.00	\$ 2,500.00	\$ 1,080
5321	Advertising & Promotion		\$ -	
5322	Copier Expense - Supplies	\$ 2,256.00	\$ 1,500.00	\$ -
5323	Postage		\$ -	
5324	Office Supplies	\$ 3,500.00	\$ 3,500.00	\$ 2,835
5325	Printing		\$ -	
5326	Minor Equipment	\$ 42,000.00	\$ 10,000.00	\$ 9,996
5327	Hiring Expenses		\$ -	
5331	Phone - Long Distance	\$ 310.00	\$ 610.00	\$ 384
5332	Phone - Language Line	\$ 5,010.00	\$ 4,580.00	\$ 4,713
5333	Phone Hot Lines- Radio Lines	\$ 3,612.00	\$ 2,940.00	\$ 1,967
5334	Phone - Admin Lines	\$ 14,500.00	\$ 13,750.00	\$ 12,575
5341	Insurance - Liability/Building		\$ -	

5401	CAD Lease	\$ 129,442.00	\$ 129,442.00	\$ 129,442
5402	CAD Operations	\$ 85,205.00	\$ 121,903.00	\$ 216,290
5404	CAD Supplies	\$ 6,000.00	\$ 5,000.00	\$ 5,237
5421	Property Maintenance - Jackson County		\$ -	
5422	Janitorial - Vista Building		\$ -	
5423	Rental & Lease (Mtn Top Sites)		\$ -	
5424	Propane - Building & Mtn Tops		\$ -	
5425	Electricity - Mtn Tops		\$ -	
5426	Pacific Power - Center		\$ -	
5427	Center Lease - Jackson County Airport Authority		\$ -	
5428	Avista - Center		\$ -	
5429	Water, Sewer, Street Fees, et,		\$ -	
5430	Rogue Disposal		\$ -	
5431	Janitorial Supplies - Vista & Aramark		\$ -	
5432	Center - Inspections & Testing		\$ -	
5433	Center Supplies - Lights, batteries, etc.		\$ -	
5434	Landscaping - Vista Building		\$ -	
5521	Equipment Maintenance Contracts	\$ 13,919.00	\$ 1,500.00	\$ 1,531
5522	Radio Repair & Maintenance		\$ -	
5611	Legal		\$ -	
5612	Auditing		\$ -	
5613	Technical Assistance		\$ -	
5614	Licensing Fees	\$ 5,000.00	\$ 8,500.00	\$ 7,614
5615	Consulting		\$ -	
5671	Equipment Reserve Transfer		\$ -	
5672	Capital Expenditure		\$ -	
5841	Contingency Fund		\$ -	
5842	Contingency Reserve Fund			
6999	Bank Fees		\$ -	
Total		\$ 5,017,251	\$ 4,800,215	\$ 5,037,854

BUDGET DETAIL
Fiscal Year 2012-2013

Technical Division

Line #	Line Item Description	FY 12-13	FY 11-12	FY 10-11
		Proposed	Adopted	Actual
5011	Non-Union Wages		\$ -	
5014	Vacation Payout - Non-Union		\$ -	
5021	Union Wage		\$ -	
5022	Overtime		\$ -	
5023	Holiday Overtime		\$ -	
5024	Vacation Payout - Union		\$ -	
5025	Lead Pay - Union		\$ -	
5026	FTO Pay - Union		\$ -	
5027	Incentive Pay - Union		\$ -	
5121	FICA		\$ -	
5122	State Unemployment Tax		\$ -	
5123	Workers Comp Insurance		\$ -	
5125	Worker's Benefit Fund Assessment			
5141	Deferred Compensation		\$ -	
5142	Medical Insurance		\$ -	
5143	Life Insurance		\$ -	
5144	Long Term Disability Insurance		\$ -	
5145	VEBA Account		\$ -	
5146	EAP		\$ -	
5211	Transportation		\$ -	
5212	Accommodations & Per Diem		\$ -	
5214	Training - Registration & Tuition		\$ -	
5215	Subscriptions & Materials		\$ -	
5216	Membership & Dues		\$ -	
5321	Advertising & Promotion		\$ -	
5322	Copier Expense - Supplies		\$ -	
5323	Postage		\$ -	
5324	Office Supplies		\$ -	
5325	Printing		\$ -	
5326	Minor Equipment	\$ 7,500	\$ 7,500	\$ 6,541
5327	Hiring Expenses		\$ -	
5331	Phone - Long Distance		\$ -	
5332	Phone - Language Line		\$ -	
5333	Phone Hot Lines- Radio Lines		\$ -	
5334	Phone - Admin Lines		\$ -	
5341	Insurance - Liability/Building		\$ -	

5401	CAD Lease		\$ -	
5402	CAD Operations		\$ -	
5404	CAD Supplies		\$ -	
5421	Property Maintenance - UPS & Generator	\$ 6,575	\$ 1,000	\$ 799
5422	Janitorial - Vista Building		\$ -	
5423	Rental & Lease (Mtn Top Sites)	\$ 1,500	\$ 2,125	\$ 1,306
5424	Propane - Building & Mtn Tops	\$ 4,800	\$ 4,800	\$ 2,798
5425	Electricity - Mtn Tops	\$ 3,524	\$ 2,489	\$ 3,140
5426	Pacific Power - Center		\$ -	
5427	Center Lease - Jackson County Airport Authority		\$ -	
5428	Avista - Center		\$ -	
5429	Water, Sewer, Street Fees, et,		\$ -	
5430	Rogue Disposal		\$ -	
5431	Janitorial Supplies - Vista & Aramark		\$ -	
5432	Center - Inspections & Testing		\$ -	
5433	Center Supplies - Lights, batteries, etc.		\$ -	
5434	Landscaping - Vista Building		\$ -	
5521	Equipment Maintenance Contracts		\$ -	
5522	Radio Repair & Maintenance	\$ 47,612	\$ 47,212	\$ 42,430
5611	Legal		\$ -	
5612	Auditing		\$ -	
5613	Technical Assistance	\$ 2,000	\$ 2,000	\$ 1,400
5614	Licensing Fees		\$ -	
5615	Consulting		\$ -	
5671	Equipment Reserve Transfer	\$ -	\$ -	\$ -
5672	Capital Expenditure		\$ -	
5841	Contingency Fund		\$ -	
5842	Contingency Reserve Fund			
6999	Bank Fees		\$ -	
Total		\$ 73,511	\$ 67,126	\$ 58,414

BUDGET DETAIL

Fiscal Year 2012-2013

Total - All Divisions

Line #	Line Item Description	FY 12-13	FY 11-12	FY 10-11
		Proposed	Adopted	Actual
5011	Non-Union Wages	\$ 882,240	\$ 879,684	\$ 822,491
5014	Vacation Payout - Non-Union	\$ 33,934	\$ 33,835	\$ -
5021	Union Wage	\$ 2,146,332	\$ 1,995,462	\$ 1,772,823
5022	Overtime	\$ 225,000	\$ 225,000	\$ 241,964
5023	Holiday Overtime	\$ 105,540	\$ 105,540	\$ 73,216
5024	Vacation Payout - Union	\$ 82,553	\$ 76,751	\$ 48,912
5025	Lead Pay - Union	\$ 11,335	\$ 10,740	\$ 8,543
5026	FTO Pay - Union	\$ 5,500	\$ 5,500	\$ 4,335
5027	Incentive Pay - Union	\$ 56,675	\$ 47,651	\$ 90,302
5121	FICA	\$ 270,808	\$ 257,883	\$ 237,441
5122	State Unemployment Tax	\$ 37,950	\$ 29,737	\$ 574,061
5123	Workers Comp Insurance	\$ 7,150	\$ 6,900	\$ 7,026
5125	Worker's Benefit Fund Assessment	\$ 4,000		
5141	Deferred Compensation	\$ 320,502	\$ 305,110	\$ 284,950
5142	Medical Insurance	\$ 776,050	\$ 778,808	\$ 721,008
5143	Life Insurance	\$ 5,700	\$ 5,720	\$ 6,056
5144	Long Term Disability Insurance	\$ 13,845	\$ 17,285	\$ 12,301
5145	VEBA Account	\$ 37,024	\$ 28,229	\$ 33,152
5146	EAP	\$ 2,100	\$ 2,100	\$ 2,010
5211	Transportation	\$ 11,600	\$ 10,600	\$ 4,258
5212	Accommodations & Per Diem	\$ 11,525	\$ 9,775	\$ 6,767
5214	Training - Registration & Tuition	\$ 19,649	\$ 19,399	\$ 19,507
5215	Subscriptions & Materials	\$ 750	\$ 750	\$ 345
5216	Membership & Dues	\$ 3,040	\$ 4,000	\$ 2,263
5321	Advertising & Promotion	\$ 2,750	\$ 3,500	\$ 1,348
5322	Copier Expense - Supplies	\$ 3,256	\$ 3,500	\$ 1,422
5323	Postage	\$ 1,800	\$ 2,500	\$ 895
5324	Office Supplies	\$ 7,000	\$ 7,000	\$ 5,263
5325	Printing	\$ 2,000	\$ 3,500	\$ 198
5326	Minor Equipment	\$ 53,000	\$ 19,500	\$ 18,551
5327	Hiring Expenses	\$ 1,600	\$ 2,000	\$ 1,505
5331	Phone - Long Distance	\$ 620	\$ 1,310	\$ 477
5332	Phone - Language Line	\$ 5,010	\$ 4,580	\$ 4,713
5333	Phone Hot Lines- Radio Lines	\$ 3,612	\$ 2,940	\$ 1,967
5334	Phone - Admin Lines	\$ 21,400	\$ 22,225	\$ 21,475

5341	Insurance - Liability/Building	\$ 35,609	\$ 33,978	\$ 30,889
5401	CAD Lease	\$ 129,442	\$ 129,442	\$ 129,442
5402	CAD Operations	\$ 85,205	\$ 121,903	\$ 216,290
5404	CAD Supplies	\$ 6,000	\$ 5,000	\$ 5,237
5421	Property Maintenance - Jackson County	\$ 35,275	\$ 32,252	\$ 27,288
5422	Janitorial - Vista Building	\$ 29,277	\$ 31,600	\$ 31,118
5423	Rental & Lease (Mtn Top Sites)	\$ 1,500	\$ 2,125	\$ 1,306
5424	Propane - Building & Mtn Tops	\$ 6,800	\$ 6,300	\$ 2,798
5425	Electricity - Mtn Tops	\$ 3,524	\$ 2,489	\$ 3,140
5426	Pacific Power - Center	\$ 57,000	\$ 48,500	\$ 46,927
5427	Center Lease - Jackson County Airport Authority	\$ 35,000	\$ 33,215	\$ 29,828
5428	Avista - Center	\$ 12,000	\$ 14,576	\$ 9,822
5429	Water, Sewer, Street Fees, et,	\$ 6,400	\$ 7,970	\$ 7,204
5430	Rogue Disposal	\$ 3,950	\$ 8,719	\$ 3,196
5431	Janitorial Supplies - Vista & Aramark	\$ 9,800	\$ 6,408	\$ 6,572
5432	Center - Inspections & Testing	\$ 7,966	\$ 4,355	\$ 2,191
5433	Center Supplies - Lights, batteries, etc.	\$ 1,000	\$ 1,000	\$ -
5434	Landscaping - Vista Building	\$ 6,720	\$ 7,500	\$ 6,438
5521	Equipment Maintenance Contracts	\$ 13,919	\$ 1,500	\$ 1,531
5522	Radio Repair & Maintenance	\$ 47,612	\$ 47,212	\$ 42,430
5611	Legal	\$ 32,500	\$ 20,000	\$ 28,578
5612	Auditing	\$ 9,500	\$ 10,000	\$ 8,750
5613	Technical Assistance	\$ 2,000	\$ 2,000	\$ 1,400
5614	Licensing Fees	\$ 9,767	\$ 15,000	\$ 12,361
5615	Consulting	\$ 1,000	\$ 1,000	\$ 100
5671	Equipment Reserve Transfer	\$ -	\$ -	\$ -
5672	Capital Expenditure	\$ -	\$ -	\$ -
5841	Contingency Fund	\$ 100,000	\$ 100,000	\$ 100,000
5842	Contingency Reserve Fund	\$ -	\$ -	\$ -
6999	Bank Fees	\$ 1,290	\$ 350	\$ 174
Total		\$ 5,862,906	\$ 5,623,408	\$ 5,786,555

Emergency Communications of Southern Oregon User Rates Fiscal Year 2012-2013

Rates

	FY 2012-2013 Adopted Budget	FY 2011-2012 Adopted Budget	Changes
Minimum User Agencies:			
BLM	\$ 5,384.88	\$ 5,228.03	3%
Butte Falls PD	\$ 5,384.88	\$ 5,228.03	3%
Butte Falls Fire	\$ 2,692.44	\$ 2,614.02	3%
Crater Lake Nat'l Park	\$ 11,171.60	\$ 10,846.21	3%
Lake Creek Rural Fire	\$ 5,384.88	\$ 5,228.03	3%
ODF	\$ 5,384.88	\$ 5,228.03	3%
Prospect Fire	\$ 5,384.88	\$ 5,228.03	3%
Greensprings	\$ 5,384.88	\$ 5,228.03	3%
SOU	\$ 11,171.60	\$ 10,846.21	3%
Jackson County Airport Authority	\$ 11,171.60	\$ 10,846.21	3%
Public Works	\$ 5,384.88	\$ 5,228.03	3%
Jackson County Services	\$ 5,384.88	\$ 5,228.03	3%
U.S. Forest Services	\$ 5,384.88	\$ 5,228.03	3%
	<hr/>	<hr/>	
	\$ 84,671.16	\$ 82,204.92	
Tax Base Users:			
Eagle Point Police	\$ 117,449.40	\$ 109,889.52	6.88%
Jackson County Fire District #1	\$ 51,812.60	\$ 47,817.55	8.35%
Jackson County Fire District #3	\$ 342,097.01	\$ 317,309.69	7.81%
Jackson County Fire District #4	\$ 38,108.33	\$ 35,501.20	7.34%
Jackson County Fire District #5	\$ 127,911.06	\$ 117,787.60	8.59%
Evans Valley Fire District #6	\$ 19,282.53	\$ 17,790.51	8.39%
Jackson County Fire District #9	\$ 38,517.02	\$ 35,348.39	8.96%
Jackson County Sheriff	\$ 1,030,202.65	\$ 968,808.77	6.34%
Jacksonville Fire	\$ 23,820.93	\$ 21,763.23	9.45%
Jacksonville Police	\$ 54,881.31	\$ 48,980.93	12.05%
Phoenix Police	\$ 61,879.29	\$ 58,629.50	5.54%
Rogue River Police	\$ 29,811.23	\$ 27,061.70	10.16%
Talent Police	\$ 77,717.68	\$ 75,121.21	3.46%
Central Point Police	\$ 231,992.73	\$ 212,826.05	9.01%
Medford Police	\$ 1,179,161.86	\$ 1,076,472.53	9.54%
Ashland Police	\$ 358,871.93	\$ 337,800.12	6.24%
Medford Fire	\$ 542,338.20	\$ 506,482.14	7.08%
Ashland Fire	\$ 162,670.07	\$ 149,738.42	8.64%