



Charlottesville-UVA-Albemarle County Emergency Communications Center



To: Regional ECC Calls For Service and Funding Model Review Committee

From: Josh Powell, ECC Management Analyst II

Date: October 12, 2020

Subject: Staff Report for October 15, 2020 Committee Meeting

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I. Introduction

This document provides context for the funding methodology presently and previously employed by the Charlottesville-UVA-Albemarle County Emergency Communications Center. No recommendations have been requested by or presented to the Committee at this time.

II. Current Funding Model

Overview

ECC Operational Budget is funded by the three participants (County, City, and University) in direct proportion to the total calls for service recorded for their respective response agencies (police, fire, and rescue).

Capital Improvement Projects (CIPs) are funded in the same manner, based on the current funding shares at the time of the ECC Management Board’s approval of the project.

The Regional Radio System (800Mhz Project) is funded proportional to the number of radio subscribers/users. Uniquely, this includes funding from community partners *other* than the three Participants of the 1984 agreement, including PVCC, CHO, ACPS, ACRJ, RWSA, CAT, and others.



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Supporting Documents

1. Agreement Addendum #2, dated January 1, 2013 (source: public record):

a. Operating Costs. Beginning with the fiscal year commencing July 1, 2013, the Management Board shall submit the annual budget request for the Center to each Participant by January 15th of each year in a format generally in accordance with the Uniform Financial Reporting System of the Auditor of Public Accounts for the Commonwealth of Virginia. Operating costs will be allocated among the Participants in direct proportion to their respective shares of the percentage of the numbers of calls for service received by the Center. In preparing for the budget for each year, the Management Board shall obtain the actual number of calls received by the Center for the immediately preceding 12 month period of October 1 through September 30. The Management Board shall use such actual call numbers to recompute the allocation formula for each next ensuing fiscal year. The recomputation shall be made as soon after January 1 as possible to make accurate figures available to the Participants for their annual budget. A hypothetical example of the Funding Formula calculated under this section if it had applied to fiscal year 2012-2013 is attached hereto as Exhibit A. The budget shares for the Participants under the formula calculated under this section are set forth on Exhibit B attached hereto.

b. Capital Improvements Costs. Non-recurring capital items for the Center shall be submitted to each Participant as part of its Capital Improvement Plan (CIP). Capital items include (i) land acquisition, and construction of new facilities; (ii) renovations or additions to existing facilities; (iii) major studies such as facility or systems assessments, engineering or feasibility studies related to facility or system needs; and (iv) equipment requirements. Funding for capital items shall be subject to approval by the Participants. The cost for capital items for the Center shall be allocated among the Participants according to their percentage of actual calls to the Center as determined in section IV(a) above for the fiscal year such capital items are approved by a Participant; provided, however, that each Participant's percentage of cost for a capital item shall not be recomputed each year, but shall remain constant for such capital item. By way of example, the Computer Aided Dispatch System (CADS) is a capital item. The cost allocation of the CADS project is based on the cost allocation among the Participants in effect at the time that project was approved by the Participants and shall remain constant throughout such project, notwithstanding the recalculation of allocations for operating costs pursuant to section IV(a) above.

c. 800 MHz System. Notwithstanding paragraphs a and b above, the capital and operational cost allocation of the 800 MHz Public Safety Project (the 800 MHz System) was established by an Agreement dated June 27, 2003 among the Participants, with the cost allocation based on the number of radios used in the 800 MHz System by the Participants and certain third party users. The capital cost allocation of the 800 MHz System shall remain fixed pursuant to the terms of the Agreement dated June 27, 2003. The operational cost of the 800 MHz System shall continue to be recomputed each year allocating the cost to the Participants equal to the percentage of the number of radios used by each Participant in the 800 MHz System. Unless otherwise agreed to, the capital and operational cost for any communications system



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which replaces the 800 MHz System will also be allocated among the Participants equal to the percentage of the number of radios used by each Participant in such replacement system.

d. Fund Balance. The Center may retain a year-end fund balance not to exceed twenty-five percent (25%) of the Center's total annual operating budget. The Management Board will, after each fiscal year audit, return to each Participant its share of any carryover funds in excess of those amounts necessary to fund the reserve fund. The return of such funds to each Participant will be prorated using the allocation formula calculated pursuant to section IV(a) above for such fiscal year. In lieu of returning such funds, the Management Board may formally request alternative uses for such carryover funds, subject to the approval of the Participants.

2. ECC Board Minutes – 9/12/12 (source: public record):

ECC Funding Formula

Tom Hanson advised the Board that last year when Mr. Watts was chair the Board asked him to get with the three jurisdictional finance departments to work on a primary funding formula. Tom has worked with Leslie Beauregard, Melissa Clarke and Lori Allshouse on this project and is presenting their recommendations today. Tom explained that up until now, we have had six individual funding formulas to develop the annual ECC budget. The proposed change is based on workload and actual calls for service. Also, in the current formula UVA did not participate in the County and City Fire budgets or the 911 telephone budget. This proposal brings that inline to where those percentages are shared. This will also cut the number of budgets that we currently have from nine to three (main budget, 800 MHz budget and Office of Emergency Management budget). The data used for calculation will be based on the previous year's calls for service from October 1st through September 30th.

Chris Brown advised the Board that in 1984 when the Board was established the formula was established. He reviewed the agreement and Virginia State Code and has determined that the Agreement will have to be amended, the Board of Supervisors and City Council will have to do an Ordinance to be approved and UVA's Board of Visitors will have to adopt a Resolution. Since this Agreement was done in 1984, there have been other statutes that have changed and he would like direction from the Board as to whether they would like him to update the Agreement to bring it in line with all statues currently in place. Mr. Watts asked if Mr. Brown could clean the whole agreement up and provide the Ordinances for both jurisdictions. He added that timing would be prudent to get them on the Board of Supervisors & City Council agendas. Mr. Brown said the he would draft the new agreement for this Board's next meeting and circulate the Ordinances & Resolutions to the three jurisdictions. **Mr. Watts the made motion that the ECC Management Board direct staff to update the ECC Management Board agreement funding formula and bring it in line with the statute and requests that City Council, Board of Supervisors & UVA's Board of Visitor's adopt Ordinances and Resolutions necessary to update the funding formula as called for by the Agreement. Chief Gibson seconded the motion and it passed unanimously.**



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3. 2012 Memo to the ECC Board re: Proposed Funding Formula

(source: Board meeting materials, 7/12/12)

To: ECC Management Board
From: Tom Hanson, Executive Director
Date: September 7, 2012
Subject: Proposed Funding Formula

I have been working with Lori Allshouse, Leslie Beauregard and Melissa Clarke with the county city and university concerning a new updated funding formula for the ECC. The new formula is based on actual calls dispatched for Police, Fire and EMS for a 12 month period.

If approved by the Management Board this would go into effect with the FY-2014 budget cycle.

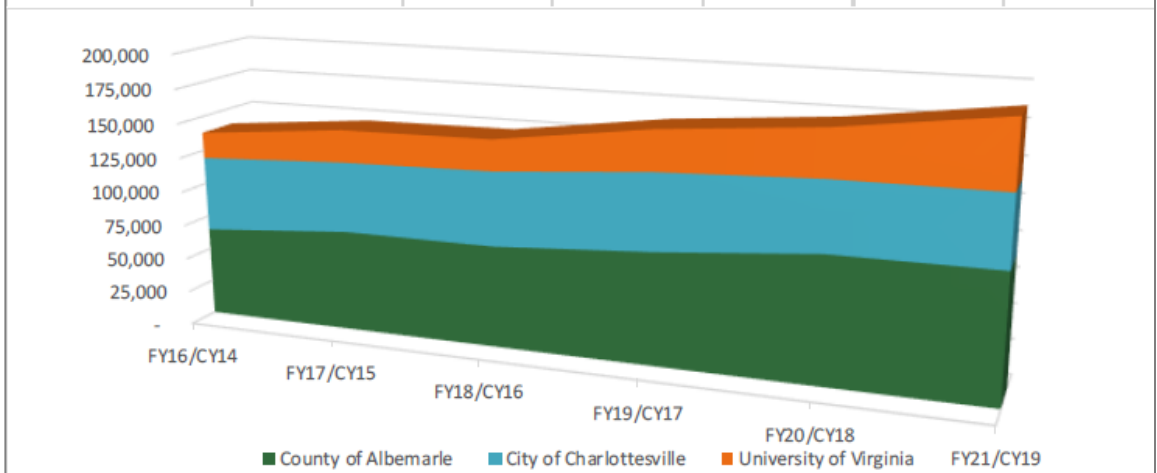
The committee recommends the board's approval to move forward and also recommends that the percentage in effect at the time joint projects are started will be the percentage used for that specific project by each jurisdiction.

4. Current and Recent Funding Shares

(source: FY2021 Budget Request, presented to Board on 2/18/2020)

CFS Count	FY16/CY14	FY17/CY15	FY18/CY16	FY19/CY17	FY20/CY18	FY21/CY19
County of Albemarle	64,822	73,262	73,421	80,593	90,569	90,901
City of Charlottesville	54,467	51,193	53,460	54,870	49,450	49,738
University of Virginia	18,849	23,499	22,441	28,859	33,303	47,333
Totals	138,138	147,954	149,322	164,322	173,322	187,972

Partner Shares	FY16	FY17	FY18	FY19	FY20	FY21
County of Albemarle	46.9255%	49.5167%	49.1696%	49.0458%	52.2548%	48.3588%
City of Charlottesville	39.4294%	34.6006%	35.8018%	33.3918%	28.5307%	26.4603%
University of Virginia	13.6451%	15.8826%	15.0286%	17.5625%	19.2145%	25.1809%





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5. Call for Service Detail (1/1/19 – 12/31/19)

The top call types for each of the ECC's partner agencies during calendar year 2019 are listed below. This provides additional detail and insight into the drivers of FY2021 budget shares. There is notable variance in predominant call types, most particularly for police agencies, reflective of operational and service population differences.

Police

Agency / Call Type	Count	% of total agency calls for year
ACPD		
Extra Patrol	22,406	30%
Traffic Stop	14,487	19%
Suspicious Activity	3,320	4%
Warrant Service	2,682	4%
Alarm PD	2,493	3%
Animal Complaint/Investigation	1,977	3%
MVC No Injuries No Hazard	1,949	3%
Traffic Hazard	1,949	3%
Disorder	1,887	2%
Disabled Vehicle	1,878	2%
All Other Call Types	20,820	27%
Total	75,848	100%
UPD		
Building Check	19,795	42%
Foot Patrol	10,698	23%
Extra Patrol	7,877	17%
Assist Agency	1,606	3%
Traffic Stop	1,458	3%
Suspicious Activity	814	2%
Assist Citizen	512	1%
Warrant Service	453	1%
Lost/Found Property	363	1%
Parking Violation	361	1%
All Other Call Types	3,396	7%
Total	47,333	100%
CPD		
Suspicious Activity	2,955	8%
Disorder	2,405	6%
Traffic Stop	2,342	6%
Extra Patrol	2,282	6%
Warrant Service	2,103	6%
Assist Citizen	1,628	4%
Parking Violation	1,604	4%
Alarm PD	1,322	4%
MVC No Injuries No Hazard	1,321	4%
Larceny	1,210	3%
All Other Call Types	18,513	49%
Total	37,685	100%

Fire/Rescue

Agency / Call Type	Count	% of total agency calls for year
ACFR		
Sick Person Amb	1,275	8%
Breathing Problems	1,156	8%
Chest Pain	1,132	8%
Fall Amb	1,119	7%
Fire Alarm	1,044	7%
Assist Agency	670	4%
MVC Minor/Unknown Injuries F/R	652	4%
Public Service	551	4%
Sick Person Tr	448	3%
Tree Down	411	3%
All Other Call Types	6,595	44%
Total	15,053	100%
CFD		
Assist Agency	1,517	13%
Sick Person Amb	1,076	9%
Chest Pain	820	7%
Breathing Problems	778	6%
Fall Amb	686	6%
Fire Alarm	520	4%
Public Service	408	3%
Unknown Problem	405	3%
Seizure Med	377	3%
MVC Minor/Unknown Injuries F/R	369	3%
All Other Call Types	5,097	42%
Total	12,053	100%



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III. Original Funding Formula

Attachment A to the 1984 Agreement

ATTACHMENT A			
APPORTIONMENT FORMULA			
I.	<u>POPULATION</u>	<u>%</u>	<u>FACTOR FOR RATE/100 M POP.</u>
Albemarle	55,783	46	1.79
Charlottesville	39,916	33	2.5
University of Va.	<u>25,500</u>	<u>21</u>	3.9
	121,199	100 %	
II.	<u>INDEX CRIME (Annual)</u>	<u>%</u>	<u>RATE PER 100 M POPULATIC</u>
Albemarle	1,550	24	$1550 \times 1.79 = 2,775 \div 16,564 = 16.8\%$
Charlottesville	3,865	60	$3865 \times 2.5 = 9,663 \div 16,564 = 58.3\%$
University of Va.	<u>1,058</u>	<u>16</u>	$1058 \times 3.9 = 4,126 \div 16,564 = 24.9\%$
	6,473	100.0	16,564 100.0%
III.	<u>CALLS FOR SERVICE (Annual)</u>	<u>%</u>	
Albemarle	10,351	21.1	
Charlottesville	33,207	67.7	
University of Va.	<u>5,486</u>	<u>11.2</u>	
	49,044	100.0%	
IV.	COST APPORTIONMENT (PERCENT OF TOTAL)		
	(% Population + % Crime Index Rate/100 M + % Calls For Service) \div 3		
Albemarle	$(46\% + 16.8\% + 21.1\%) \div 3 = 28.0\%$		
Charlottesville	$(33\% + 58.3\% + 67.7\%) \div 3 = 53.0\%$		
University of Va.	$(21\% + 24.9\% + 11.2\%) \div 3 = 19.0\%$		



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IV. Sources

Minutes, meeting materials, and complete scans of the 1984 agreement and subsequent amendments are available on the ECC website at: <https://www.albemarle.org/government/emergency-communications-center/emergency-communications-center-management-board>