

DRAFT MINUTES  
SPECIAL CALLED MEETING  
REVENUE STUDY COMMITTEE  
W. HAROLD PATE BUILDING  
1725 REYNOLDS STREET  
2<sup>ND</sup> FLOOR CONFERENCE ROOM 224  
WEDNESDAY, JUNE 17, 2020 AT 9:00 AM

PRESENT: Audrey Gibbons, Committee Chairwoman  
Ed Farley, Committee Vice Chairman  
Paul Schofield, Committee Member  
Lashonda Billue, Committee Member

ALSO PRESENT: Dana Pontello, Assistant to the County Manager  
Matthew Kent, Public Communications Manager  
Judy Dunnagan, Finance Manager  
Alan Ours, County Manager  
Anna Trapp, Public Information Officer

NOT PRESENT: Ron Farquhar, Committee Member

1. Audrey Gibbons called the meeting to order at 9:00AM.
2. Minutes from May 8<sup>th</sup> meeting were approved. Ed Farley motioned, Paul Schofield seconded, and minutes were passed unanimously.
3. Lashonda Billue begins her presentation on Glynn County Fire and EMS Services. Main focus, for the Glynn Fire and EMS Service to offer better service with the least amount of impact on the taxpayer. Three main goals:
  - a. First main goal: Increase the revenue for the Glynn County Fire and EMS through fees that follow the trend of the Medicare rise.
    - i. Right now, there are services we do not charge fees for such as the advanced life support for non-emergency, the basic life support for non-emergency services, and paramedic intercepts. After working with Chief Jordan, Lashonda is proposing we go with rates that are comparable to other close counties such as Liberty, Camden, and Chatham. The average rate for the advanced life support for non-emergency and the basic life support for non-emergency services following the Medicare rates would be \$450. Currently it is undetermined for the paramedic intercepts but she and Chief Jordan will be looking at that in the future, but for right now it would stay at \$0.
    - ii. Fire department fees, false alarms, proposing that most of the rates stay the same. It is set at the currently at \$300. The first and second is no charge but the changes will come in at the third false alarm where they are looking at increasing the rates from \$25 and \$250 rates to \$50 and

- \$350 and how that works is for each false alarm after the third false alarm, your fee would increase by \$50 up to a maximum up to \$350.
- iii. Emergency Incident Response, currently set at \$0, with insurance it is difficult to charge the insurance company as well as the private companies that are already charging the insurance companies for the motor vehicle crash cost recovery as well as hazardous materials recovery. Right now, Lashonda and Chief Jordan are proposing to keep everything the same when it comes to the actual cost and allow the private companies to continue to bill the insurance companies.
  - b. The second main goal relates to service calls, and decreasing the number of service calls for lift assistant from assisted living facilities and nursing homes, not including independent living. With the service calls, as Chief Jordan mentioned in the past, the fire department/EMS is receiving phone calls from facilities calling asking if EMS services could come in and take a person from one place to the next place as they have the trained staff and the skills to do it. Lashonda and Chief Jordan are working on ideas to decrease the number of calls, currently 312 calls. When EMS is doing those types of service calls they are taken away from doing other calls that could be life threatening or emergency calls. Lashonda and Chief Jordan are proposing \$200 fee for each service call that is just a service call from a facility or a nursing home that is for a lift assist. The \$200 will be invoiced to the facility and not the individual. They are also proposing letters be sent out to the individual facilities so they are made aware of the changes and the changes to be implemented as of September 1, 2020.
  - c. The third main goal is to look at other billing company options that can bill both EMS services and fire department fees. The current company only bills EMS services, so fire departments fees are not being billed. There are currently zero fees being charged for any fire services, inspections, or plan reviews. ImageTrend billing can bill both EMS services and fire department fees in addition to being able to provide more feedback and analytical specific reports for the billing.
  - d. A collection agency was brought in six months ago to help collect past due collections, but they have only been actively collecting for the last 3 months. That is also a potential revenue collector to get the past due all paid up.
4. Paul began his presentation. Paul met with Pamela Thompson, Ellis Carter, Stephanie Leif, and Trina Rankin regarding fees charged in those departments. Paul and Ron will present more of a presentation next month, but to give everyone an update on where they are at...
- a. In terms of the Building Inspections department, the fees that are brought in from that department are required by statute to remain in that department and fund what happens within that department, so raising funds there will not go towards the General Fund. However, that department is in need of some new software in terms of internal auditing and that is typically not a covered cost, so

that might have to come out of the General Fund. Building inspection fees where they don't change the existing fee structure but alter it to deter people who are taking advantage of the county. They would create a tier system for those who need to go out and get reinspection's frequently to discourage people using the county as a free service to get the permits they need. In the process of looking at that in more detail.

- b. The Zoning Department has been steady in terms of revenue. One thing being looked at is having a tiered structure in terms of what you're doing. For example, if you are just adding an addition to your home the fee might not be as large as if you are putting in a 200-house subdivision. Right now, the thought is there is not enough of a difference between those two amounts and the cost should be greater for people who are doing more complicated projects.
  - c. For Occupational Tax and Licensing, it was suggested that compared to surrounding counties and the city, Glynn County is on the low side for what they are charging for an alcohol license. Paul and Ron will likely suggest increasing that fee. Talked about increasing it in conjunction with the city. If that is feasible or not they are not sure yet. More to come at the next meeting.
5. July 15<sup>th</sup> will be the next meeting
  6. Expected to present the ENTIRE presentation, with everyone's PowerPoint in it to the Board of Commission by August 18<sup>th</sup>. Tentative goal.

There being no further business, the meeting was adjourned at 9:20 AM.

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Audrey Gibbons, Chairman

Attest:

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Dana Pontello, Assistant to County Manager

**\*\*Notice of Possible Quorum\*\* - A quorum of Commissioners may attend this meeting**