



**NORTH DAVIS FIRE DISTRICT
BOARD OF TRUSTEES**
Station 41, 381 North 3150 West
West Point City, UT 84015
(801)525-2850 ext. 101

Nike Peterson Chair
Scott Wiggill, Vice-Chair
Mark Shepherd, Member
Howard Madsen, Member
Gary Petersen, Member
Brian Vincent, Member
Annette Judd, Member
Nancy Smalling, Member
Vern Phipps, Member

Mark Becraft, Fire Chief
Theron Williams, Deputy Fire Chief

NOTICE & AGENDA
Thursday, August 18, 2022
6:00 PM Work Session / 6:30 PM Board Meeting

The public may attend the meetings in person or via Zoom. The Board of Trustees will accept citizen comments at the designated time via Zoom, email, or in person. Citizen comments emailed should be emailed to the District Clerk (mrogers@northdavisfire.org) no later than 5:00 PM on the day of the meeting. The email subject line must state "Citizen Comment – 8/18/2022 Board of Trustees Meeting" and the email body must include the citizen's first and last name, address, and a succinct statement.

Join NDFD Board of Trustee Meetings via Zoom: Connect Via Zoom: <https://us02web.zoom.us/j/8542645394>
Connect Via Telephone: 1-346-248-7799 Webinar ID:854 2645 3594

Board of Trustee Work Session – 6:00 PM

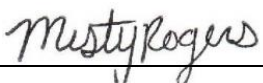
If the Work Session is not completed prior to the scheduled board meeting, the Work Session will continue until all items have been discussed; or be discussed during the scheduled board meeting.

1. Discussion of the North Davis Fire District Fleet and Capital Expense Plan

Board of Trustee Meeting – 6:30 PM or Immediately Following the Work Session

1. Call to Order
2. Invocation or Inspirational Thought
 - a. Please contact the District Clerk to request permission to offer the invocation or inspirational thought
3. Pledge of Allegiance
4. Citizen Comment
 - a. If you wish to make comment to the Board, please use the podium and clearly state your name, and address, keeping your comments to a maximum of 3 minutes. Public comment is a time for the Board to receive new information and perspectives. The Board may not respond to the public comments during the comment period.
5. Consideration of Approval of Minutes from May 19th and Jun 16th Board of Trustees Meetings
6. Consideration of Approval of the North Davis Fire District Bills for June 2022 and July 2022
7. Consideration of Approval of the North Davis Fire District Financial Report
8. Discussion & Consideration of Resolution 2022R-08, Amending North Davis Fire District Personnel Policy for Non-Dot Drug and Alcohol Testing
9. Fire Chiefs Report
10. Other
11. Motion to Adjourn

Dated and posted this 15th day of August 2022



Misty Rogers, District Clerk

Tentative Upcoming Agenda Items

(Dates, Times, and Agenda Items Are Subject to Change)

September 15, 2022

6:00 PM – Board of Trustee Work Session

6:30 PM – Regular Board of Trustee Meeting / Local Building Authority Meeting

1. Call to Order
2. Citizen Comment
3. Consideration of Approval of Minutes
4. Consideration of Approval of Bills
5. Consideration of Approval of Financial Report
6. Fire Chiefs Report

October 20, 2022

6:00 PM - Board of Trustee Work Session

6:30 PM - Regular Board of Trustee Meeting / Local Building Authority Meeting

1. Call to Order
2. Citizen Comment
3. Consideration of Approval of Minutes
4. Consideration of Approval of Bills
5. Consideration of Approval of Financial Report
6. Fire Chiefs Report

November 17, 2022

6:00 PM - Board of Trustee Work Session

6:30 PM - Regular Board of Trustee Meeting / Local Building Authority Meeting

1. Call to Order
2. Citizen Comment
3. Consideration of Approval of Minutes
4. Consideration of Approval of Bills
5. Consideration of Approval of Financial Report
6. Presentation of the FY2020/2021 Audit for the North Davis Fire District
7. Discussion of Date for Board of Trustee Planning Workshop
8. Discussion of NDFD Board of Trustee Meeting Schedule for Calendar Year 2022
9. Fire Chiefs Report

North Davis Fire District Fleet & Capital Expense Plan - FY2022/2023

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Trailers													
Year	Make/Model	Current Status	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
1989	Wells Fargo (523777)	Haz-Mat Trailer - Regional	sold										
2008	Clown Trailer (523776)	Pub Ed											
2010	Haulmark Trailer (523404)	Rehab - Regional	sold										
2016	Grey Trailer (217772)	Utility											
2022	Carhauler Tilt												

Engine / Ladder Trucks Rotation													
Year	Make/Model	Current Status	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
2017	America La France (refurb 2003) - Ladder Truck												
2007	Spartan Aerial (Crimson) - Ladder Truck							SALE					
FY2027	Projected Lease Purchase Truck 42							\$ 1,700,000					
2009	Spartan Pumper												
2015	Pierce Pumper/Transport (RE)												SALE
FY2032	Projected Lease Purchase Transport Engine												\$ 900,000
FY2022	Lease Purchase Engine 42		\$ 95,000	\$ -									
	Estimated Cost		\$ 95,000					\$ 1,700,000					\$ 900,000

PMA Unit - 6 Year Rotation													
Year	Make/Model	Current Status	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
FY2022	PMA Unit Purchase		\$ 172,355								Reserve PMA		
FY2030	Projected PMA Unit Purchase										\$ 220,000		
	Estimated Cost		\$ 172,355								\$ 220,000		

Ambulances - 20 Year Rotation													
Year	Make/Model	Current Status	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
2006	Wheeled Coach F-350				SALE								
FY2024	Projected Ambulance Purchase				\$ 275,000								
2011	Wheeled Coach F-350								SALE				
FY2028	Projected Ambulance Purchase								\$ 300,000				
2013	Wheeled Coach F-350												SALE
FY2032	Projected Ambulance Purchase												\$ 325,000
2017	Dodge Remount (2006)												
2017	Wheeled Coach F-350												
	Estimated Cost		\$ -	\$ -	\$ 275,000	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ 325,000

Trucks													
Year	Make/Model	Current Status	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
1994	Ford (Utility Truck/Plow)						SALE						

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2010	Ford F550 - Brush 42												
2015	Ford F550 - Brush 41												
2013	Ford - F150 (Reserve Vehicle)												
2016	GMC Silverado (BC Vehicle)				Reserve PM								
2014	Chev Silverado (Operations Vehicle)												
<i>Estimated Cost</i>													

Chief Truck (401) - 10 Year Replacement for Diesel Trucks													
Year	Make/Model	Current Status	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
2017	GMC Silverado (Diesel) - 401				BC41								
FY2024	Purchase 401 - Diesel				\$ 85,811								
<i>Estimated Cost</i>					\$ 85,811								

Deputy Chief Truck (402) - 10 Year Replacement for Diesel Trucks													
Year	Make/Model	Current Status	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
2019	Chev Silverado 2500						ROTATE PM						
FY2026	Purchase 402 - Diesel						\$ 89,278						
<i>Estimated Cost</i>							\$ 89,278						

VEHICLE UPGRADES - Special Ops Region 1													
			FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
Purchase of Special Ops 42 (Region 1)			\$ 23,500										
<i>Estimated Cost</i>			\$ 23,500										

Gain on Sale of Assets Projection - Special Ops Region 1													
Year	Make/Model	Current Status	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
Sale of Region 1 Haz-Mat and MCI Ztrailers (must be used for Special Ops Vehicle)			\$ 11,000	\$ -									
<i>Estimated Revenue</i>			\$ 11,000	\$ -									

Capital Expenditures	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
Zoll Defibrillator Program (5-year program)	\$ 30,000	\$ 30,000	\$ 30,000								
Zoll Defibrillator Rotation				\$ 42,448	\$ 43,297	\$ 44,163	\$ 45,046	\$ 45,947	\$ 46,866	\$ 47,803	\$ 48,759
Zoll Defibrillator for PM Unit	\$ 35,000										
Vent for PM Unit	\$ 18,531										
Vent for PM Unit Rotation						\$ 20,000					\$ 22,000
NFPA/OSHA Compliant Multi-Use Helmet											
Integrated Radio Comms											
MOPA Server Participation		\$ 30,000									
SCBA Masks, Packs, Bottles - PM Unit											
SCBA Packs					\$ 375,000						
UCA Communication Radios (purchase 3 per year)	\$ 15,000	\$ 15,300	\$ 16,236	\$ 16,561	\$ 16,561	\$ 16,561	\$ 16,561	\$ 16,561	\$ 16,561	\$ 16,561	\$ 16,561
UCA Communication Pagers (purchase 3 per year)			\$ 5,100	\$ 5,202	\$ 5,306	\$ 5,412	\$ 5,520	\$ 5,631	\$ 5,743	\$ 5,858	\$ 5,975

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UCA Station Alerting System Upgrade (\$100,000 per station)/VHF redundancy		\$ 79,399										
Lucas 3 Chest Compression System	\$ 16,552			\$ 17,380			\$ 18,249		\$ 19,161			
Station Parking Lot Resurface & Paint	\$ 8,348			\$ 9,000			\$ 9,270		\$ 9,548			
Station Carpet Replacement	\$ 31,215											\$ 45,000
Station Telephone System Upgrade	\$ 70,000											
Station Audio Visual System		\$ 15,000										
Website Development		\$ 15,000										
Vehicle Exhaust Upgrade - Station 41			← \$ 80,000									
Capital Expenditure Estimated Cost	\$ 224,647	\$ 184,699	\$ 131,336	\$ 465,590	\$ 65,164	\$ 86,136	\$ 94,646	\$ 68,139	\$ 69,170	\$ 98,932	\$ 138,296	
Estimated Cost	\$ 515,502	\$ 184,699	\$ 492,147	\$ 465,590	\$ 154,442	\$ 1,786,136	\$ 394,646	\$ 68,139	\$ 289,170	\$ 98,932	\$ 1,363,296	

Lease Obligations	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
Lease Obligation (2009 Crimson) Final Payment 9/21/2021	\$ 69,990										
Projected Lease Purchase Engine 42 (est. cost \$800,000)	\$ 22,117	\$ 77,581	\$ 75,576	\$ 75,576	\$ 75,576	\$ 75,576	\$ 75,576	\$ 75,576	\$ 75,576	\$ 75,576	\$ 75,576
Lease Obligation (2015 RE41) Final Payment 8/2024	\$ 66,979	\$ 66,979	\$ 66,968								
Projected Lease Purchase Truck 42 (estimated \$1,700,000)						\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000
Estimated Cost	\$ 159,086	\$ 144,560	\$ 142,544	\$ 75,576	\$ 75,576	\$ 165,576	\$ 165,576	\$ 165,576	\$ 165,576	\$ 165,576	\$ 165,576

Debt Service Payment	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
Debt Service Payment - (New Bond) - 30 years	\$ 341,713	\$ 485,594	\$ 528,394	\$ 524,194	\$ 524,794	\$ 524,994	\$ 524,794	\$ 529,197	\$ 527,994	\$ 526,394	\$ 524,394
Estimated Cost	\$ 341,713	\$ 485,594	\$ 528,394	\$ 524,194	\$ 524,794	\$ 524,994	\$ 524,794	\$ 529,197	\$ 527,994	\$ 526,394	\$ 524,394

Estimated Total Expense by Fiscal Year	\$ 1,016,300	\$ 814,853	\$ 1,163,085	\$ 1,065,360	\$ 754,812	\$ 2,476,706	\$ 1,085,016	\$ 762,912	\$ 982,740	\$ 790,902	\$ 2,053,266
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Estimated Contributions and Uses of Committed Funds											
Fiscal Year	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
Balance at Beginning of Fiscal Year	\$ 730,128	\$ 488,317	\$ 305,082	\$ (5,539)	\$ (224,189)	\$ (132,784)	\$ 20,416	\$ (174,128)	\$ (43,138)	\$ (112,524)	\$ 7,982
Anticipated Interest Income (0.3%)	\$ 2,190	\$ 1,465	\$ 1,525	\$ (28)	\$ (1,121)	\$ (664)	\$ 102	\$ (871)	\$ (216)	\$ (563)	\$ 40
Anticipated Income						\$ 40,000					
Contribution of Impact Fees (use for debt service)											
Committed Funds Contribution (Fleet & Capital Expenses)	\$ 237,000	\$ -	\$ 180,000	\$ 246,968	\$ 246,968	\$ 200,000	\$ 200,000	\$ 200,000	\$ 220,000	\$ 220,000	\$ 220,000
Committed Funds for Lease Obligations	\$ 159,086	\$ 144,559	\$ 142,544	\$ 75,576	\$ 75,576	\$ 165,576	\$ 165,576	\$ 165,576	\$ 165,576	\$ 165,576	\$ 165,576
Committed Funds for Debt Service	\$ 341,713	\$ 485,594	\$ 528,394	\$ 524,194	\$ 524,794	\$ 524,994	\$ 524,794	\$ 529,197	\$ 527,994	\$ 526,394	\$ 524,394
Loan Proceeds						\$ 1,700,000					
Region 1 Grant Proceeds	\$ 23,500										
Region 1 Sale Proceeds	\$ 11,000										
Expense for Purchase of Capital / Fleet / Debt Service	\$ (1,016,300)	\$ (814,853)	\$ (1,163,085)	\$ (1,065,360)	\$ (754,812)	\$ (2,476,706)	\$ (1,085,016)	\$ (762,912)	\$ (982,740)	\$ (790,902)	\$ (2,053,266)
Estimated Balance at end of Fiscal Year	\$ 488,317	\$ 305,082	\$ (5,539)	\$ (224,189)	\$ (132,784)	\$ 20,416	\$ (174,128)	\$ (43,138)	\$ (112,524)	\$ 7,982	\$ (1,135,274)

(updated 7/26/2022) Draft

DEBT SERVICE BONDING	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY2030	FY2031	FY2032
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New Station - Debt Service for Station 42	\$ 9,650,000								
Revenue Bond - Debt Service for Station 41	\$ 1,244,540								
Fees	\$ 215,561								
	\$ 11,110,101								

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Brian Vincent, Member
Annette Judd, Member
Nancy Smalling, Member
Vern Phipps, Member*

*Mark Becraft, Fire Chief
Theron Williams, Deputy Fire Chief*

**BOARD OF TRUSTEE MEETING
May 19, 2022**

Members of the public had the opportunity to attend the meetings in person or via Zoom.

Board of Trustee Work Session – 6:00 PM

If the Work Session is not completed before the scheduled board meeting, the Work Session will continue until all items have been discussed; or be discussed during the scheduled board meeting.

Board Members Present – Chair Nike Peterson, Howard Madsen, Brian Vincent, Annette Judd, Vern Phipps, and Mark Shepherd (via telephone)

Board Members Excused – Gary Petersen, Nancy Smalling, and Vice-Chair Scott Wiggill

Staff Present - Fire Chief Mark Becraft, Deputy Fire Chief Theron Williams, Misty Rogers, and Nicole Nelson

Visitors – None

1. Presentation and Discussion of the North Davis Fire District FY2022-2023 Tentative Budget and FY2021-2022 Amended Budget

Ms. Nelson stated that the FY2022-2023 budget presented to the Board of Trustees included an increase in contributions to “Other Government” for Redevelopment Agency (RDA) contributions, and an increase from \$85,008 to \$120,000 for dispatch fees. In the future, charges for dispatch services will increase as a fee will be assessed using a per call rate.

Chair N. Peterson expressed her appreciation to the Clearfield City Council and City Officials for allowing NDFD to ease into the increased charges for dispatch services.

Ms. Nelson then stated that the FY2021-2022 Amended Budget includes the following:

- In and out items such as property tax and RDA revenues and expenditures.
- Grant revenue in the amount of \$23,500 from Homeland Security for the purchase of a box truck that will be used for county emergency services. The purchase of the truck was 100% funded by the grant. However, NDFD has agreed to sell two trailers and use the revenues to enhance the box truck.
- Incident Fire Recovery revenue has been reduced to \$50,000.
- Fee in Lieu and Property Tax revenue increased to what has been collected to date. NDFD will continue to collect Fee in Lieu and Property Tax revenue in June, July, and August which will be accrued in FY2021-2022.
- Clothing Allowance has increased to allow for the uniform purchase for newly hired employees.

- Subscriptions & Membership have increased to pay for subscriptions to Zoom which has been used for the Board of Trustee meetings, DocuSign, etc.
- Vehicle Maintenance has increased by \$75,000 to allow for the emergency repairs to NDFD apparatus and vehicles and rising fuel costs.
- Collection Contract expenditures has increased for costs.
- NDFD revenue has increased approximately \$495,000, and with the proposed changes the district will return an estimated \$465,000 to fund balance.

Ms. Nelson stated that this amendment will occur in May, however there could be another amendment in June as we near the end of FY2021-2022.

Chief Becraft stated that staffing dynamics with NDFD were changing rapidly. Currently, NDFD is down three Captains, two were retiring and one was out due to an injury. Employees will continue to work a significant amount of overtime to ensure the community is covered.

Deputy Chief Williams stated that NDFD is utilizing social media to reach out to the community and recruit firefighters. He then stated that part-time employees provide coverage when they can, however it is challenging to provide the coverage that the district needs with the current amount of full-time and part-time staff. Industry wide, there is a significant need for more Fire and EMS personnel.

Chief Becraft informed the Board of Trustees that the Human Resource position has been noticed and administration is hopeful that the position will be filled within the next few weeks.

Board Member Vincent motioned to adjourn the work session. Board Member Judd seconded the motion. The motion passed.

Board of Trustee Meeting – 6:30 PM or Immediately Following the Work Session

Board Members Present – Chair Nike Peterson, Howard Madsen, Brian Vincent, Annette Judd, Vern Phipps, and Mark Shepherd (via telephone)

Board Members Excused – Gary Petersen, Nancy Smalling, and Vice-Chair Scott Wiggill

Staff Present - Fire Chief Mark Becraft, Deputy Fire Chief Theron Williams, Misty Rogers, and Nicole Nelson

Visitors – None

1. Call to Order
2. Invocation or Inspirational Thought – *Chair N. Peterson opted to forego the invocation or inspirational thought.*
3. Pledge of Allegiance
4. Citizen Comment – *No comment*
5. Consideration of Approval of Minutes from April 14, 2022, Board of Trustee Meeting

Board Member Shepherd motioned to approve Minutes from the April 14, 2022, Board of Trustee Meeting. Board Member Madsen seconded the motion. The motion passed

6. Consideration of Approval of the North Davis Fire District Bills for April 2022

Board Member Vincent motioned to approve North Davis Fire District Bills for April 2022. Board Member Madsen seconded the motion. The motion passed

7. Consideration of Approval of the North Davis Fire District Financial Report

Board Member Judd motioned to approve North Davis Fire District Financial Report. Board Member Vincent seconded the motion. The motion passed

8. Discussion & Consideration of Resolution 2022R-03, Amending the FY2021-2022 Budget for North Davis Fire District.

a. Public Hearing – No comment (*no public in attendance in person or electronically*)

Board Member Vincent motioned to close the public hearing. Board Member Madsen seconded the motion. The motion passed.

b. Action

Board Member Phipps motioned to approve Resolution 2022R-03, Amending the FY2021-2022 Budget for North Davis Fire District. Board Member Judd seconded the motion. The motion passed.

Roll Call Vote:

Chair N. Peterson (non-voting)
Board Member Vincent – Aye
Board Member Shepherd – Aye
Board Member G. Petersen (excused)
Board Member Phipps - Aye

Vice-Chair Wiggill – (excused)
Board Member Madsen – Aye
Board Member Judd – Aye
Board Member Smalling – (excused)

9. Discussion & Consideration Resolution 2022R-02, of Adopting the FY2022-2023 Tentative Budget for North Davis Fire District.

a. Public Hearing – No comment (*no public in attendance in person or electronically*)

Board Member Judd motioned to close the public hearing. Board Member Vincent seconded the motion. The motion passed.

b. Action

Board Member Vincent motioned to approve Resolution 2022R-02, Adoption of the FY2022-2023 Tentative Budget for North Davis Fire District. Board Member Judd seconded the motion. The motion passed.

Roll Call Vote:

Chair N. Peterson (non-voting)
Board Member Vincent – Aye
Board Member Shepherd – Aye
Board Member G. Petersen (excused)
Board Member Phipps - Aye

Vice-Chair Wiggill – (excused)
Board Member Madsen - Aye
Board Member Judd – Aye
Board Member Smalling – (excused)

10. Scheduling of Public Hearing Dates for the Following Items:

- a. Consideration of Adopting a Property Tax Rate for the North Davis Fire District
- b. Consideration of Adopting the North Davis Fire District FY2022-2023 Final Budget

Board Member Judd motioned to hold public hearings for the consideration of Adopting a Property Tax Rate Adoption of the North Davis Fire District Final Budget for FY2022-2023 would be held on June 16, 2022, at 6:30 PM. Board Member Phipps seconded the motion. The motion passed

11. Discussion & Consideration of Resolution 2022R-04, an Interlocal Agreement for “ALS” and “BLS” Agencies Throughout Davis County for the Billing and Collection of Fees for Advanced Life Support Services

Board Member Madsen motioned to approve Resolution 2022R-04, an Interlocal Agreement for “ALS” and “BLS” Agencies Throughout Davis County for the Billing and Collection of Fees for Advanced Life Support Service. Board Member Judd seconded the motion. The motion passed.

Roll Call Vote:

Chair N. Peterson (non-voting)	Vice-Chair Wiggill – (excused)
Board Member Vincent – Aye	Board Member Madsen - Aye
Board Member Shepherd – Aye	Board Member Judd – Aye
Board Member G. Petersen (excused)	Board Member Smalling – (excused)
Board Member Phipps - Aye	

12. Fire Chiefs Report – Thanked the Board of Trustees for their support.

13. Member City Updates - None

14. Motion to Adjourn

Board Member Madsen motioned to adjourn. Board Member Vincent seconded the motion. The motion passed.

Dated this 18th day of August 2022.

Nike Peterson, Chair

ATTEST:

Misty Rogers, District Clerk



**NORTH DAVIS FIRE DISTRICT
BOARD OF TRUSTEES**

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West Point City, UT 84015
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Brian Vincent, Member
Annette Judd, Member
Nancy Smalling, Member
Vern Phipps, Member*

*Mark Becraft, Fire Chief
Theron Williams, Deputy Fire Chief*

**BOARD OF TRUSTEE MEETING
June 16, 2022**

Members of the public had the opportunity to attend the meetings in person or via Zoom.

Board of Trustee Work Session – 6:00 PM

If the Work Session is not completed before the scheduled board meeting, the Work Session will continue until all items have been discussed; or discussed during the scheduled board meeting.

Board Members Present – Chair Nike Peterson, Vice-Chair Wiggill, Howard Madsen, Brian Vincent, Annette Judd, Vern Phipps, Mark Shepherd, Nancy Smalling (electronically), and Gary Petersen

Staff Present - Fire Chief Mark Becraft, Deputy Fire Chief Theron Williams, Misty Rogers, Treasurer Nicole Nelson, and Attorney Andy Blackburn

Visitors –

1. Review and Discuss NDFD Fraud Risk Assessment

Ms. Nelson stated that the Utah State Auditor requires that each entity complete a Fraud Risk Assessment annually. She provided the Board of Trustees with the results of the assessment. NDFD strives to maintain separation of duties and comply with audit requirements. The functions of the Board of Trustees and utilizing a third-party treasurer and their services assist with meeting auditing requirements. Elected officials are required to complete specific training within their four-year term, sign statements of ethical behavior, and conflict of interest forms. Ms. Nelson stated that the audit committee requirement has been met by reporting to the finance committee which includes the chair, vice-chair, treasurer, and members of administration. The information is then provided in a public meeting to the Board of Trustees. Chair N. Peterson stated that she would feel more comfortable not counting all points possible because a formal audit committee had not been established. Board Member G. Petersen agreed. Chief Becraft stated that administration would work with the district attorney to propose an amendment to the district policies and include committees. Ms. Nelson stated that without counting the points for having a formal audit committee the NDFD Fraud Risk Assessment is low.

2. Presentation and Discussion of the North Davis Fire District FY2022-2023 Final Budget

Chief Becraft reminded the board that NDFD does not receive any sales tax revenue. The district receives some revenue for inspection and plan review fees, ambulance and fire recovery services, impact fees (which are one-time money and are restricted for their use), but the main source of revenue for NDFD is property taxes. Ms. Nelson explained how the certified tax rate is calculated each year. In 2021, the districts tax rate was 0.001540 and as values of homes increased the property tax rate for the district decreased to 0.001235 for 2022. This is to keep the district receiving the same amount of property tax revenue as in the prior year in addition to new growth. Ms. Nelson stated that Davis County only projected 2.6% growth for the district, this

is much lower than growth projected in other areas of the county. She then stated that the district will receive \$4,583,808 in property tax revenue in 2022; approximately \$120,000 of that is for new growth.

Ms. Nelson then explained that at the end of the FY2021-2022 budget the district will be returning a significant amount of money to the fund balance. As of mid-June, NDFD has collected nearly \$700,000 more in property tax revenue than what the certified tax rate guaranteed. Ms. Nelson stated that administration has questioned Davis County and the State Tax Commission about the high collection. The explanation provided to the district is as follows; \$160,000 was generated as a one-time money and is collected the first year an RDA is created. After the first year, the district will not receive the full amount until the RDA expires. Personal property tax revenue and motor vehicle tax is not factored into the certified tax rate. It is estimated that in 2022 personal property tax will generate \$150,000 and motor vehicle tax will produce \$200,000. Ms. Nelson stated that even though the NDFD has collected significantly more property tax revenue, it should be considered one time money and the budget more than the revenue indicated with the certified tax rate.

Chief Becraft and Ms. Nelson presented the FY2022-2023 Budget to the Board of Trustees. They both expressed concerns with how inflationary costs are and will impact the district. NDFD will continue to budget responsibility however, budgeting will continue to get tighter and tighter. The 3-year projections used by the district had been helpful, however with the significant increase in inflation the 3-year projection is no longer accurate. Last year, the Board of Trustees promised the community that they would not raise property taxes in Fiscal Year 2022-2023; the district will continue to operate conservatively. However, in the coming years the district will likely need to consider holding or increasing the property tax rate.

Chief Becraft stated that repairs not finished up in FY2021-2022 will finished up in FY2022-2023. Vehicle maintenance funds not expended in FY2021-2022 will need to be allocated in FY2022-2023 to pay for the repairs.

Board Member Vincent motioned to adjourn the work session. Board Member Shepherd seconded the motion. The motion passed.

Board of Trustee Meeting – 6:30 PM or Immediately Following the Work Session

Board Members Present – Chair Nike Peterson, Vice-Chair Wiggill, Howard Madsen, Brian Vincent, Annette Judd, Vern Phipps, Mark Shepherd, Nancy Smalling (via telephone), and Gary Petersen

Board Members Excused – Howard Madsen

Staff Present - Fire Chief Mark Becraft, Deputy Fire Chief Theron Williams, Misty Rogers, Nicole Nelson, and Andy Blackburn

Visitors – Firefighters’ Basset, Garlich, Iarossi, Rampton, Belliston, and Christensen,

1. Call to Order
2. Invocation or Inspirational Thought – *Gary Petersen*
3. Pledge of Allegiance
4. Citizen Comment – *No comment provided in person or electronically*

5. Consideration of Approval of Minutes from May 19, 2022, Board of Trustee Meeting.

Board Member G. Petersen motioned to table the approval of the Minutes from the May 19, 2022, Board of Trustee Meeting. Vice-Chair Wiggill seconded the motion. The motion passed

6. Consideration of Approval of the North Davis Fire District Bills for May 2022

Board Member Shepherd motioned to approve North Davis Fire District Bills for May 2022. Board Member Judd seconded the motion. The motion passed

7. Consideration of Approval of the North Davis Fire District Financial Report

Chief Becraft stated that due to extensive vehicle repairs, some repairs may occur in FY2022-2023. This would require that funds not used in FY2021-2022 for vehicle repairs be allocated into the FY2022-2023 Budget.

Chief Becraft and Ms. Nelson agreed that the Capital Improvement Plan (CIP) will be presented to and discussed by the Board of Trustees within the next few months.

Board Member Vincent motioned to approve North Davis Fire District Financial Report. Board Member Shepherd seconded the motion. The motion passed

8. Discussion & Consideration of Resolution 2022R-04, Adoption of the FY2023 Property Tax Rate for the North Davis Fire District

Ms. Nelson stated with accepting the certified tax rate it is recommended that the board forego allocating \$30,000 into the Capital Projects fund in FY2023. However, the board should reassess after the audit. The final budget for FY2022-2023 indicates an appropriation of \$903 at the end of the fiscal year.

a. Public Hearing – *No comment provided in person or electronically*

Board Member Shepherd motioned to close the public hearing. Board Member Vincent seconded the motion. The motion passed.

b. Action

Board Member G. Petersen motioned to approve Resolution 2022R-04, Adoption of the FY2023 Property Tax Rate of 0.001235 for the North Davis Fire District. Vice-Chair Wiggill seconded the motion. The motion passed.

Roll Call Vote:

Chair N. Peterson (non-voting)	Vice-Chair Wiggill - Aye
Board Member Vincent – Aye	Board Member Madsen – Excused
Board Member Shepherd – Aye	Board Member Judd – Aye
Board Member G. Petersen - Aye	Board Member Smalling – Aye
Board Member Phipps - Aye	

9. Discussion & Consideration of Resolution 2022R-05, Adoption of the North Davis Fire District Final Budget for FY2022-2023

- a. Public Hearing – *No comment provided in person or electronically*

Board Member Judd motioned to close the public hearing. Board Member Phipps seconded the motion. The motion passed.

- b. Action

Board Member Phipps motioned to approve Resolution 2022R-05, Adoption of the North Davis Fire District Final Budget for FY2022-2023. Board Member Vincent seconded the motion. The motion passed.

Roll Call Vote:

Chair N. Peterson (non-voting)
Board Member Vincent – Aye
Board Member Shepherd – Aye
Board Member G. Petersen - Aye
Board Member Phipps – Aye

Vice-Chair Wiggill - Aye
Board Member Madsen – (excused)
Board Member Judd – Aye
Board Member Smalling – Aye

10. Discussion & Consideration of Resolution 2022R-06, Adoption of the North Davis Fire District Wage Study Effective for FY2023

Chief Becraft informed the Board of Trustees that this same wage study had recently been requested by other entities.

Board Member G. Petersen motioned to approve Resolution 2022R-06, Adoption of the North Davis Fire District Wage Study Effective for FY2023 Board Member Shepherd seconded the motion. The motion passed.

Roll Call Vote:

Chair N. Peterson (non-voting)
Board Member Vincent – Aye
Board Member Shepherd – Aye
Board Member G. Petersen - Aye
Board Member Phipps - Aye

Vice-Chair Wiggill - Aye
Board Member Madsen – (excused)
Board Member Judd – Aye
Board Member Smalling – Aye

11. Discussion & Consideration of Resolution 2022R-07, Amending North Davis Fire District Personnel Policy and Procedure Manual Concerning Leave Policies, and Adopting Juneteenth as a Holiday

Vice-Chair Wiggill motioned to approve Resolution 2022R-07, Amending North Davis Fire District Personnel Policy and Procedure Manual Concerning Leave Policies, and Adopting Juneteenth as a Holiday. Board Member Judd seconded the motion. The motion passed.

Roll Call Vote:

Chair N. Peterson (non-voting)
Board Member Vincent – Aye

Vice-Chair Wiggill - Aye
Board Member Madsen – (excused)

Board Member Shepherd – Aye
Board Member G. Petersen - Aye
Board Member Phipps - Aye

Board Member Judd – Aye
Board Member Smalling – Aye

12. Fire Chiefs Report

Chief Becraft

- NDFD is currently down 2 captains and 2 full-time firefighter positions. The district recently hired 2 full-time firefighters and we are continuing to look for good applicants and lateral candidates to join NDFD on a part-time basis.
- Station 42 will be demolished within the next few weeks.
- Engine 42 (the new engine) has been sent back to Wisconsin for needed repairs caused by the hailstorm it encountered while in transit to Utah. It is anticipated that the new engine will be received by NDFD near the end of August.
- The box truck that NDFD purchased with grant money from region 1 has been received and the Region1 trailers are in the process of being sold. The money received from the sale of the two trailers must be used to enhance the Region 1 box truck purchased by NDFD.
- NDFD will hold a badge pinning for all new and promoted employees in the fall. This will include the promotion of the NDFD paramedic students.
- NDFD has switched to the State Fueling Network; switching back to the State of Utah Fueling System will hopefully save the district money.
- While reviewing AT&T bills, it was determined that by changing and updating devices the district would reduce annual costs nearly \$5,000. Administration worked with AT&T to make the necessary changes to our service.
- In the future, the NDFD drug policy will be presented to the Board of Trustees to review and amend to include medical cannabis and to comply with state law.

13. Member City Updates - None

14. Motion to Adjourn

Board Member Wiggill motioned to adjourn. Board Member G. Petersen seconded the motion. The motion passed.

Dated this 18th day of August 2022.

Nike Peterson, Chair

ATTEST:

Misty Rogers, District Clerk

North Davis Fire District
Custom Transaction Detail Report
June 2022

Date	Type	Name	Memo	Account	Amount
06/01/2022	Deposit		UT Medicaid	1-30100 · Ambulance	16,567.38
06/01/2022	Deposit		Lockox	1-30100 · Ambulance	114.18
06/01/2022	Deposit		Lockbox	1-30100 · Ambulance	280.00
06/03/2022	Deposit		Lockbox	1-30100 · Ambulance	1,544.79
06/06/2022	Deposit		Lockbox	1-30100 · Ambulance	5,976.68
06/07/2022	Deposit		UT Medicaid	1-30100 · Ambulance	6,046.65
06/07/2022	Deposit		Lockbox	1-30100 · Ambulance	75.00
06/08/2022	Deposit		Noridian	1-30100 · Ambulance	2,832.51
06/08/2022	Deposit		Lockbox	1-30100 · Ambulance	134.09
06/09/2022	Deposit		Noridian	1-30100 · Ambulance	2,276.30
06/09/2022	Deposit		Lockbox	1-30100 · Ambulance	280.00
06/10/2022	Deposit		Lockbox	1-30100 · Ambulance	3,309.24
06/13/2022	Deposit		Noridian	1-30100 · Ambulance	1,789.30
06/13/2022	Deposit		Lockbox	1-30100 · Ambulance	441.89
06/13/2022	Deposit		Lockbox	1-30100 · Ambulance	4,278.72
06/14/2022	Deposit		UT Medicaid	1-30100 · Ambulance	993.93
06/16/2022	Deposit		Noridian	1-30100 · Ambulance	754.41
06/17/2022	Deposit		Lockbox	1-30100 · Ambulance	25.00
06/17/2022	Deposit		Noridian	1-30100 · Ambulance	989.37
06/21/2022	Deposit		Lockbox	1-30100 · Ambulance	2,993.90
06/21/2022	Deposit		Lockbox	1-30100 · Ambulance	4,782.71
06/22/2022	Deposit		Lockbox	1-30100 · Ambulance	1,979.09
06/23/2022	Deposit		Lockbox	1-30100 · Ambulance	150.00
06/23/2022	Deposit		Lockbox	1-30100 · Ambulance	2,573.64
06/24/2022	Deposit		Lockbox	1-30100 · Ambulance	218.84
06/27/2022	Deposit		Lockbox	1-30100 · Ambulance	50.00
06/27/2022	Deposit		Lockbox	1-30100 · Ambulance	81.32
06/30/2022	Deposit		Lockbox	1-30100 · Ambulance	207.76
06/30/2022	Deposit		Lockbox	1-30100 · Ambulance	407.19
06/30/2022	Deposit		Interest	1-36100 · Interest Income-General Fund	4,036.74
06/07/2022	Sales Receipt	Austin Sackett	1771 N Main Street, Sunset - Dragon Dynamite	1-38100 · Permit Fees	320.00
06/07/2022	Sales Receipt	Austin Sackett	866 Antelope, Clearfield - Dragon Dynamite	1-38100 · Permit Fees	320.00
06/01/2022	Sales Receipt	Clearfield City	1074 W 200 N (Woods Court 10) Permit # RESC	1-34100 · Impact Fees	181.13
06/01/2022	Sales Receipt	Clearfield City	Service Fee Impact Fees	1-34100 · Impact Fees	-30.00

North Davis Fire District Custom Transaction Detail Report

June 2022

06/01/2022	Sales Receipt	Clearfield City	1000 W 245 N (Woods Court 1) Permit # RES011-34100 · Impact Fees	181.13
06/01/2022	Sales Receipt	Clearfield City	Service Fee Impact Fees 1-34100 · Impact Fees	-30.00
06/01/2022	Sales Receipt	Clearfield City	746 W 250 N (Hamblin Esates 4) Permit # RES011-34100 · Impact Fees	181.13
06/01/2022	Sales Receipt	Clearfield City	Service Fee Impact Fees 1-34100 · Impact Fees	-30.00
06/01/2022	Sales Receipt	Clearfield City	753 W 250 N (Hamblin Estates 18) Permit # RES011-34100 · Impact Fees	181.13
06/01/2022	Sales Receipt	Clearfield City	Service Fee Impact Fees 1-34100 · Impact Fees	-30.00
06/01/2022	Sales Receipt	Clearfield City	1048 W 200 N (Woods Court 12) Permit # RES011-34100 · Impact Fees	181.13
06/01/2022	Sales Receipt	Clearfield City	Service Fee Impact Fees 1-34100 · Impact Fees	-30.00
06/01/2022	Sales Receipt	Clearfield City	Second Street Apartments Permit # RES022206 1-34100 · Impact Fees	21,037.78
06/01/2022	Sales Receipt	Clearfield City	Service Fee Impact Fees 1-34100 · Impact Fees	-30.00
06/01/2022	Sales Receipt	Clearfield City	240 N 700 W (Hamblin Estates 3) RES04220731 1-34100 · Impact Fees	181.13
06/01/2022	Sales Receipt	Clearfield City	Service Fee Impact Fees 1-34100 · Impact Fees	-30.00
06/16/2022	Sales Receipt	Clearfield City	233 MN 750 W Hamblin Estates Lot 8 (RES04220731) 1-34100 · Impact Fees	181.13
06/16/2022	Sales Receipt	Clearfield City	Service Fee 1-34100 · Impact Fees	-30.00
06/16/2022	Sales Receipt	Clearfield City	209 N 750 W Hamblin Estates Lot 10 (RES04220731) 1-34100 · Impact Fees	181.13
06/16/2022	Sales Receipt	Clearfield City	Service Fee 1-34100 · Impact Fees	-30.00
06/16/2022	Sales Receipt	Clearfield City	1045 W 200 N Woods Court Lot 3 RES0522075 1-34100 · Impact Fees	181.13
06/16/2022	Sales Receipt	Clearfield City	Service Fee 1-34100 · Impact Fees	-30.00
06/16/2022	Sales Receipt	Clearfield City	179 S 50 W Weaver Lot 2 (RES04220731) 1-34100 · Impact Fees	181.13
06/16/2022	Sales Receipt	Clearfield City	Service Fee 1-34100 · Impact Fees	-30.00
06/16/2022	Sales Receipt	Clearfield City	189 S 50 W Weaver Lot 1 (RES04220734) 1-34100 · Impact Fees	181.13
06/16/2022	Sales Receipt	Clearfield City	Service Fee 1-34100 · Impact Fees	-30.00
06/16/2022	Sales Receipt	Clearfield City	178 S 50 W Weaver Lot 8 (RES04220732) 1-34100 · Impact Fees	181.13
06/16/2022	Sales Receipt	Clearfield City	Service Fee 1-34100 · Impact Fees	-30.00
06/16/2022	Sales Receipt	Clearfield City	188 S 50 W Weaver Lot 9 (RES04220733) 1-34100 · Impact Fees	181.13
06/16/2022	Sales Receipt	Clearfield City	Service Fee 1-34100 · Impact Fees	-30.00
06/16/2022	Sales Receipt	Clearfield City	1056 W 200 N Woods Court 11 (RES03220725) 1-34100 · Impact Fees	181.13
06/16/2022	Sales Receipt	Clearfield City	Service Fee 1-34100 · Impact Fees	-30.00
06/03/2022	Sales Receipt	Davis County Treasurer	2021 Addl Tax - May 2022 1-32200 · Property Taxes	102.38
06/03/2022	Sales Receipt	Davis County Treasurer	2022 Insf Funds - May 2022 1-32200 · Property Taxes	1.92
06/03/2022	Sales Receipt	Davis County Treasurer	2017 Interest - May 2022 1-32200 · Property Taxes	7.48
06/03/2022	Sales Receipt	Davis County Treasurer	2018 Intererst - May 2022 1-32200 · Property Taxes	9.42
06/03/2022	Sales Receipt	Davis County Treasurer	2019 Interest - May 2022 1-32200 · Property Taxes	7.53
06/03/2022	Sales Receipt	Davis County Treasurer	2020 Interest - May 2022 1-32200 · Property Taxes	7.49
06/03/2022	Sales Receipt	Davis County Treasurer	2021 Interest - May 2022 1-32200 · Property Taxes	40.34

North Davis Fire District Custom Transaction Detail Report June 2022

06/03/2022	Sales Receipt	Davis County Treasurer	2022 Interest - May 2022	1-32200 · Property Taxes	17.81
06/03/2022	Sales Receipt	Davis County Treasurer	2017 Penalty - May 2022	1-32200 · Property Taxes	0.86
06/03/2022	Sales Receipt	Davis County Treasurer	2018 Penalty - May 2022	1-32200 · Property Taxes	1.10
06/03/2022	Sales Receipt	Davis County Treasurer	2019 Penalty - May 2022	1-32200 · Property Taxes	1.79
06/03/2022	Sales Receipt	Davis County Treasurer	2020 Penalty - May 2022	1-32200 · Property Taxes	1.18
06/03/2022	Sales Receipt	Davis County Treasurer	2021 Penalty - May 2022	1-32200 · Property Taxes	28.58
06/03/2022	Sales Receipt	Davis County Treasurer	2022 Penalty - May 2022	1-32200 · Property Taxes	9.19
06/03/2022	Sales Receipt	Davis County Treasurer	2021 PFEE - May 2022	1-32100 · Fee in Lieu	-22.64
06/03/2022	Sales Receipt	Davis County Treasurer	2022 PFEE - May 2022	1-32100 · Fee in Lieu	20,960.03
06/03/2022	Sales Receipt	Davis County Treasurer	2019 PTax - May 2022	1-32200 · Property Taxes	64.30
06/03/2022	Sales Receipt	Davis County Treasurer	2020 PTax - May 2022	1-32200 · Property Taxes	293.17
06/03/2022	Sales Receipt	Davis County Treasurer	2021 PTax - May 2022	1-32200 · Property Taxes	717.75
06/03/2022	Sales Receipt	Davis County Treasurer	2022 PTax - May 2022	1-32200 · Property Taxes	251,729.38
06/03/2022	Sales Receipt	Davis County Treasurer	2017 Tax - May 2022	1-32200 · Property Taxes	25.42
06/03/2022	Sales Receipt	Davis County Treasurer	2018 Tax - May 2022	1-32200 · Property Taxes	109.90
06/03/2022	Sales Receipt	Davis County Treasurer	2019 Tax - May 2022	1-32200 · Property Taxes	87.07
06/03/2022	Sales Receipt	Davis County Treasurer	2020 Tax - May 2022	1-32200 · Property Taxes	-132.97
06/03/2022	Sales Receipt	Davis County Treasurer	2021 Tax - May 2022	1-32200 · Property Taxes	1,793.95
06/03/2022	Sales Receipt	Davis County Treasurer	2022 Rollback	1-32200 · Property Taxes	3,700.27
06/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1155774	1-30150 · Fire / Incident Recovery	507.00
06/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1069603	1-30150 · Fire / Incident Recovery	579.00
06/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1155770	1-30150 · Fire / Incident Recovery	507.00
06/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1155781	1-30150 · Fire / Incident Recovery	507.00
06/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1050769	1-30150 · Fire / Incident Recovery	567.52
06/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1050861	1-30150 · Fire / Incident Recovery	591.17
06/07/2022	Sales Receipt	Fire Recovery USA		Fire Recovery	-651.73
06/06/2022	Sales Receipt	Fireworks Frenzy LLC	Firework Set-up Display	1-38100 · Permit Fees	320.00
06/09/2022	Sales Receipt	Let Them Be Kids	Daycare Inspetion	1-35100 · Inspection Fees	75.00
06/29/2022	Sales Receipt	Little Rascals	Daycare Inspection	1-35100 · Inspection Fees	75.00
06/02/2022	Sales Receipt	Maria Perez	Daycare Inspection	1-35100 · Inspection Fees	30.00
06/21/2022	Sales Receipt	Phantom Fireworks	Firework Set-up Display 1080 W 300 N, Clearfie	1-38100 · Permit Fees	320.00
06/22/2022	Sales Receipt	Phlebotomy Training Specialist	Business Inspection 397 State St, Suite 101	1-35100 · Inspection Fees	75.00
06/27/2022	Sales Receipt	Rachel Thompson	Daycare Inspection 2542 W 6500 N, West Point	1-35100 · Inspection Fees	30.00
06/27/2022	Sales Receipt	SMITHS	Firework Set-up Display - Smith's Store # 140 (S1-	1-38100 · Permit Fees	320.00
06/16/2022	Sales Receipt	Soccer Post	Businees Inspection	1-35100 · Inspection Fees	75.00

North Davis Fire District

Custom Transaction Detail Report

June 2022

06/16/2022	Sales Receipt	Taco's Daddy LLC	Food Truck Inspection	1-35100 · Inspection Fees	25.00
06/13/2022	Sales Receipt	Thatcher Brook Rehabilitation	Annual Inspection	1-35100 · Inspection Fees	150.00
06/10/2022	Sales Receipt	TNT Auction	Fireworks display/setup for 4th of July and/or Jul 1	1-38100 · Permit Fees	320.00
06/16/2022	Sales Receipt	TNT Fireworks	Firework Set-up Display 217 N 2000 W	1-38100 · Permit Fees	320.00
06/21/2022	Sales Receipt	TNT Fireworks	Firework Set-up Display - South Clearfield Elem	1-38100 · Permit Fees	320.00
06/15/2022	Sales Receipt	Upstream Resale	Business License Inspection	1-35100 · Inspection Fees	75.00
06/01/2022	Sales Receipt	West Point City	5035 W 1100 N (201 Sunview) Permit # 5744	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	4264 W 1100 S (521 Harvest Fields) Permit # 571	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	1040 S 4250 W (717 Harvest Fields) Permit # 571	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	4218 W 1100 S (518 Harvest Fields) Permit # 571	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	1123 S 4150 W (511 Harvest Fields) Permit #571	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	4305 W 920 S (604 Harvest Fields) Permit # 571	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	1177 S 4150 W (412 Harvest Fields) Permit #581	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	4429 W 75 N (115 Dahlia) Permit # 5801	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	1039 S 4250 W (724 Harvest Fields) Permit # 581	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	1145 S 4150 W (510 Harvest Fields) Permit # 581	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	4190 W 1100 S (516 Harvest Fields) Permit # 581	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	4263 W 1100 S (502 Harvest Fields) Permit # 581	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	1010 S 4250 W (719 Harvest Fields) Permit # 581	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	4447 W 75 N (114 Dahlia) Permit # 5817	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	1092 S 4425 W (219 Harvest Fields) Permit # 581	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	4320 W 150 N (217 Dahlia) Permit # 5820	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	4323 W 150 N (214 Dahlia) Permit # 5821	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	4349 W 150 N (215 Dahlia) Permit # 5822	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	5073 W 1100 N (203 Sunview) Permit # 5824	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	4281 W 75 N (201 Dahlia) Permit # 5825	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	96 N 4325 W (221 Dahlia) Permit # 5826	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	160 N 4325 W (218 Dahlia) Permit # 2827	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	1178 S 4475 W (207 Harvest Fields) Permit # 581	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	4405 W 1175 S (211 Harvest Fields) Permit # 581	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	1037 S 4200 W (710 Harvest Fields) Permit # 581	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	3777 W 200 N (217 Bluff View) Permit # 5855	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	3779 W 200 N (218 Bluff View) Permit # 5856	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	3771 W 200 N (219 Bluff View) Permit # 5657	1-34100 · Impact Fees	181.30
06/01/2022	Sales Receipt	West Point City	3769 W 200 N (220 Bluff View) Permit # 5658	1-34100 · Impact Fees	181.30

North Davis Fire District Custom Transaction Detail Report June 2022

06/01/2022	Sales Receipt	West Point City	Impact Fees	1-34100 · Impact Fees	-870.00
06/21/2022	Sales Receipt	West Point City	1007 S 4200 W (708 Harvest Fields) # 5791	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	1009 S 4250 W (722 Harvest Fields) # 5799	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4206 W 1100 S (517 Harvest Fields) # 5804	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	1024 S 4250 W (718 Harvest Fields) # 5809	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4252 W 975 S (702 Harvest Fields) # 5810	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4817 W 50 S (213 Wildfire) # 5819	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4304 W 75 N (213 Dahlia) # 5828	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	146 N 4325 W (219 Dahlia) #5829	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4222 W 975 S (704 Harvest Fields) # 5833	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	1023 S 4250 W (220 Dahlia) # 5834	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	120 N 4325 W (219 Dahlia) # 5835	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	1008 S 4200 W (727 Harvest) # 5837	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	1022 S 4200 W (726 Harvest) # 5838	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4325 W 75 N (203 Dahlia) #5846	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4396 W 75 N (209 Dahlia) # 5846	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4301 W 75 N (202 Dahlia) # 5848	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4178 W 1100 S (515 Harvest Fields) # 5849	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4365 W 75 N (205 Dahlia) # 5850	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4343 W 75 N (204 Dahlia) # 5851	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4336 W 75 N (212 Dahlia) # 5852	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4352 W 75 N (211 Dahlia) # 5853	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	4387 W 75 N (206 Dahlia) # 5854	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	184 N 3830 W (213 Bluff View) # 5864	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	168 N 3830 W (214 Bluff View) # 5865	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	3793 W 200 N (215 Bluff View) # 5866	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	3791 W 200 N (216 Bluff View) # 5867	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	46 S 4950 W (220 Wildfire) # 5870	1-34100 · Impact Fees	181.30
06/21/2022	Sales Receipt	West Point City	Service Fee	1-34100 · Impact Fees	-810.00
06/22/2022	Sales Receipt	Winco Fireworks	Firework Set-up Display - Ouside Facility	1-38100 · Permit Fees	320.00

June 2022 Revenue

383,446.69

06/24/2022	Bill	A-1 Uniforms	Uniform Purchase 2 pair black duty pants	1-40300 · Clothing Allowance	-87.76
06/01/2022	Bill	Ace Disposal	Station 42 - June 2022	1-43200 · Utilities (Gas,Power,Phones)	-139.63
06/29/2022	Bill	AFLAC	June 2022	1-41410 · AFLAC Cancer Policy	-1,024.24

North Davis Fire District Custom Transaction Detail Report June 2022

06/01/2022	Bill	Airgas Intermountain Inc	Oxygen	1-41800 · Medical Supplies Expenses	-71.78
06/13/2022	Bill	Airgas Intermountain Inc	Oxygen	1-41800 · Medical Supplies Expenses	-31.44
06/27/2022	Bill	Airgas Intermountain Inc	Oxygen	1-41800 · Medical Supplies Expenses	-41.92
06/30/2022	Bill	Airgas Intermountain Inc	Oxygen	1-41800 · Medical Supplies Expenses	-169.10
06/20/2022	Bill	AT&T	May 21-June 20, 2022	1-43200 · Utilities (Gas,Power,Phones)	-3,012.70
06/16/2022	Bill	Bell Janitorial Supply	Toilet Paper	1-41200 · Equipment Maintenance & Supply	-323.88
06/07/2022	Bill	Blalock and Partners	May Services	4-46330 · Professional Fees	-7,607.47
06/30/2022	Bill	Blalock and Partners	Station 42 Construction	4-46330 · Professional Fees	-15,327.10
06/01/2022	Bill	Blomquist Hale Consulting Group, Inc	June 2022	1-41000 · EA Assistance Program	-225.00
06/30/2022	Bill	Blueline Services	New Hires	1-42435 · Background Checks	-77.00
06/30/2022	Bill	Blueline Services	Random, New Hires, Testing	1-42440 · Blueline Drug Testin	-210.00
06/01/2022	Bill	Boundtree Medical Supplies	Smart Capnoline Plus Non Intubated, Oral Nasa	1-41845 · Airway, Advanced	-198.80
06/17/2022	Bill	Bridgerland Technical College	Paramedic Education Cost	1-43000 · Travel and Training	-285.00
06/10/2022	Bill	Burrows Supply Inc.	Station 41 Air Conditioner	1-41200 · Equipment Maintenance & Supply	-4,128.00
06/09/2022	Bill	Charlie's Service Center	2017 Ford Ambulance - Brakes, Wheel Bearing	1-43300 · Vehicle Maintenance	-1,411.03
06/09/2022	Bill	Charlie's Service Center	2013 Ford Ambulance - Diagnosis and Added Fr	1-43300 · Vehicle Maintenance	-293.63
06/10/2022	Bill	Charlie's Service Center	19 Silverado Oil Change	1-43300 · Vehicle Maintenance	-270.80
06/13/2022	Bill	Charlie's Service Center	1994 Ford F350 - Starter Test	1-43300 · Vehicle Maintenance	-110.50
06/17/2022	Bill	Charlie's Service Center	2007 Spartan - AC Service	1-43300 · Vehicle Maintenance	-188.24
06/30/2022	Bill	Child Richards (CPA)	June Treasurer/Accountant Duties	1-42410 · Accountant Fees	-2,000.00
06/06/2022	Bill	Clearfield City Corp	4/20/22-5/17/22	1-43200 · Utilities (Gas,Power,Phones)	-278.36
06/30/2022	Bill	Clearfield City Corp	5/17/2022-6/21/2022	1-43200 · Utilities (Gas,Power,Phones)	-278.36
06/15/2022	Bill	Comcast Business	Ethernet	1-43200 · Utilities (Gas,Power,Phones)	-513.06
06/01/2022	Bill	Davis County Fire Officers Association	2022 Training Dues	1-43000 · Travel and Training	-816.00
06/30/2022	Bill	Department of Health	4th Quarter FY2022	1-40510 · Health Care Finance Assessment	-14,510.55
06/10/2022	Bill	Dominion Energy	Station 41 5/12/22-6/10/22	1-43200 · Utilities (Gas,Power,Phones)	-74.93
06/13/2022	Bill	Dominion Energy	Freeport Center Location	4-46320 · Soft Costs	-33.63
06/08/2022	Bill	Eagle Engraving, Inc.	Retirement Plaque - Montgomery	1-42700 · Special Department Allowance	-384.95
06/01/2022	Bill	ETS	Support	1-42400 · Professional Services	-1,455.33
06/09/2022	Bill	ETS	Station 41 Upgrade	1-40700 · Computer Maintenance & Supply	-1,105.00
06/09/2022	Bill	ETS	Upgrade Station 41 - Locks	3-44200 · Equipment	-8,550.00
06/09/2022	Bill	ETS	Business Licenses	1-40700 · Computer Maintenance & Supply	-946.50
06/09/2022	Bill	ETS	Migration, Router, Server, and Supplies for Upgr	3-44200 · Equipment	-8,265.00
06/09/2022	Bill	ETS	Migration, Router, Server, and Supplies for Upgr	1-40700 · Computer Maintenance & Supply	-8,265.00
06/29/2022	Bill	ETS	IT / Phone Upgrade	3-44200 · Equipment	-3,500.00

North Davis Fire District Custom Transaction Detail Report June 2022

06/29/2022	Bill	ETS	SYsetm SUpport	1-42400 · Professional Services	-5,537.49
06/01/2022	Bill	Henry Schein	Ondensation	1-41880 · Misc	-39.00
06/01/2022	Bill	Henry Schein	Atropine Sulf Inj 10ml Syringe 0.1mg/mL	1-41800 · Medical Supplies Expenses	-227.48
06/01/2022	Bill	Henry Schein	Mucosal Atomization Device, MAD	1-41820 · Consumables	-32.45
06/01/2022	Bill	Henry Schein	Alcohol Prep Pads Sterile Large	1-41820 · Consumables	-6.20
06/01/2022	Bill	Henry Schein	Bandage stat strips sheer	1-41820 · Consumables	-7.10
06/24/2022	Bill	Henry Schein	M-LNCS PDTX Pedi Sensor 18"	1-41865 · Zoll	-238.66
06/24/2022	Bill	Henry Schein	DCI-DC-3 Adult Sensor	1-41800 · Medical Supplies Expenses	-596.66
06/30/2022	Bill	Henry Schein	Electrode Foam White Sensor	1-41800 · Medical Supplies Expenses	-60.00
06/30/2022	Bill	Henry Schein	Sterile water for irrigation	1-41820 · Consumables	-28.10
06/29/2022	Bill	IMS ALLIANCE	Partags (35)	1-40300 · Clothing Allowance	-62.00
06/02/2022	Bill	Intermountain WorkMed	Fit for Duty Test	1-41400 · Insurance (Health)	-98.00
06/30/2022	Bill	Iris Medical Inc	June 2022	1-40520 · IRIS Medical	-3,305.01
06/29/2022	Bill	Izan Padilla	Stain Remover & Nozzle	1-43300 · Vehicle Maintenance	-21.87
06/21/2022	Bill	Jason Oliver *	Reimbursement from Lowes Purchase for NDFC	1-41200 · Equipment Maintenance & Supply	-76.98
06/30/2022	Bill	Jason Oliver *	Key Faubs for Interfacilities	1-41200 · Equipment Maintenance & Supply	-31.53
06/03/2022	Bill	LN Curtis and Sons	XF1 headset boom mic, 2ls overmolde	1-42005 · Safety Equipment	-689.18
06/03/2022	Bill	LN Curtis and Sons	Red Helmet	1-42005 · Safety Equipment	-344.58
06/08/2022	Bill	LN Curtis and Sons	Compressor Block Service	1-42000 · Misc. Equipment	-632.00
06/07/2022	Bill	Lowes	Janitorial	1-41200 · Equipment Maintenance & Supply	-21.82
06/28/2022	Bill	Lowes	CLR and Armoral Cleaner	1-43300 · Vehicle Maintenance	-44.93
06/01/2022	Bill	M&E Construction Services	Station 41 Pest Control	1-41200 · Equipment Maintenance & Supply	-225.00
06/06/2022	Bill	Olympus Insurance Agency	Adding Box Truck	1-41700 · Liability Insurance (Risk Manag	-105.00
06/17/2022	Bill	O'Reilly Auto Parts	Fuel Filter 401	1-43300 · Vehicle Maintenance	-33.59
06/17/2022	Bill	O'Reilly Auto Parts	Air Filter 401	1-43300 · Vehicle Maintenance	-29.89
06/21/2022	Bill	PEHP Group Insurance	June 2022	1-41430 · Life Insurance	-285.94
06/21/2022	Bill	PEHP Group Insurance	June 2022	1-41400 · Insurance (Health)	0.36
06/21/2022	Bill	PEHP Long Term Disability	6/5/2022-6/18/2022	1-41420 · Disability Insurance	-13.11
06/21/2022	Bill	PEHP Long Term Disability	6/19/2022-7/2/2022	1-41400 · Insurance (Health)	-13.11
06/09/2022	Bill	Perks Auto Repair Inc	Repair to 2011 Ford F350	1-43300 · Vehicle Maintenance	-936.80
06/09/2022	Bill	Pitney Bowes	Machine Ink	1-42700 · Special Department Allowance	-84.99
06/27/2022	Bill	Precision Power Inc.	Station 41 Generator Maintenance	1-41200 · Equipment Maintenance & Supply	-1,124.00
06/03/2022	Bill	Rasmussen & Associates, PC	May 2022	1-42480 · Payroll Administration	-829.00
06/30/2022	Bill	Rasmussen & Associates, PC	Payroll Administration - June 2022	1-42480 · Payroll Administration	-782.00
06/08/2022	Bill	Rocky Mountain Power	Freeport Station	4-46320 · Soft Costs	-277.96

North Davis Fire District Custom Transaction Detail Report June 2022

06/14/2022	Bill	Rocky Mountain Power	Station 41 5/12/22-6/13/22	1-43200 · Utilities (Gas,Power,Phones)	-658.81
06/30/2022	Bill	Rocky Mountain Power	Temp Station 6/7/22-7/7/22	4-46320 · Soft Costs	-436.51
06/17/2022	Bill	Ryan Christensen	Cake and Ice Cream for Crew	1-42700 · Special Department Allowance	-36.03
06/13/2022	Bill	Sam's Club	Celebration	1-42700 · Special Department Allowance	-491.43
06/15/2022	Bill	Sam's Club	Janitorial Supplies	1-41200 · Equipment Maintenance & Supply	-94.96
06/25/2022	Bill	Sam's Club	Taffy	1-42700 · Special Department Allowance	-394.90
06/19/2022	Bill	Sean Stephens	Part for Pressure Washer	1-41200 · Equipment Maintenance & Supply	-155.00
06/07/2022	Bill	Siddons-Martin Emergency Group	PM service, trans service, repairs to struct, rear	1-43300 · Vehicle Maintenance	-29,535.15
06/30/2022	Bill	Structure Computer Consulting Inc	IT Service	1-40750 · IT Maintenance	-1,000.00
06/30/2022	Bill	Structure Computer Consulting Inc	Troubleshoot Issues	1-41990 · Other Misc Charges	-402.50
06/01/2022	Bill	Symbol Arts	Name Plate	1-40300 · Clothing Allowance	-20.00
06/01/2022	Bill	Syracuse City Fire	Paramedic Service	1-42300 · Paramedics	-245.67
06/24/2022	Bill	Teleflex	EZ-IO 45MM Needle Set and Stabilizer	1-41800 · Medical Supplies Expenses	-677.50
06/17/2022	Bill	Utah Valley University	Williams, Theron	1-41940 · Recert of AMETs	-5.00
06/30/2022	Bill	West Point City (2)	June 2022	1-43200 · Utilities (Gas,Power,Phones)	-113.00
06/30/2022	Bill	Wex Bank	07 Spartan	1-43300 · Vehicle Maintenance	-1,179.73
06/30/2022	Bill	Wex Bank	09 Spartan	1-43300 · Vehicle Maintenance	-304.95
06/30/2022	Bill	Wex Bank	10 F350	1-43300 · Vehicle Maintenance	-19.13
06/30/2022	Bill	Wex Bank	11 Wheeled Coach	1-43300 · Vehicle Maintenance	-194.77
06/30/2022	Bill	Wex Bank	13 Wheeled Coach	1-43300 · Vehicle Maintenance	-320.98
06/30/2022	Bill	Wex Bank	13 F150	1-43300 · Vehicle Maintenance	-535.71
06/30/2022	Bill	Wex Bank	14 Silverado	1-43300 · Vehicle Maintenance	-235.77
06/30/2022	Bill	Wex Bank	RE41	1-43300 · Vehicle Maintenance	-929.49
06/30/2022	Bill	Wex Bank	15 F550	1-43300 · Vehicle Maintenance	-141.48
06/30/2022	Bill	Wex Bank	16 Silverado	1-43300 · Vehicle Maintenance	-310.11
06/30/2022	Bill	Wex Bank	17 Wheeled Coach	1-43300 · Vehicle Maintenance	-871.41
06/30/2022	Bill	Wex Bank	17 Dodge Remount	1-43300 · Vehicle Maintenance	-1,054.30
06/30/2022	Bill	Wex Bank	19 Silverado	1-43300 · Vehicle Maintenance	-463.24
06/30/2022	Bill	Wex Bank	17 Silverado	1-43300 · Vehicle Maintenance	-236.98
06/09/2022	Check	Annette M Judd	Board Payroll 6/9/2022	1-40110 · Board of Directors Payroll	-1,000.00
06/09/2022	Check	Brian Vincent	Board Payroll 6/9/2022	1-40110 · Board of Directors Payroll	-1,000.00
06/09/2022	Check	D Howar Madsen	Board Payroll 6/9/2022	1-40110 · Board of Directors Payroll	-1,000.00
06/09/2022	Check	Gary Petersen	Board Payroll 6/9/2022	1-40110 · Board of Directors Payroll	-1,000.00
06/09/2022	Check	IRS Deposit	Board Payroll 6/9/2022	1-41300 · FICA	-726.74
06/10/2022	Check	IRS Deposit	Payroll Date 6/10/2022	1-41300 · FICA	-5,777.28

North Davis Fire District Custom Transaction Detail Report June 2022

06/24/2022	Check	IRS Deposit	Payroll Date 6/24/2022	1-41300 · FICA	-6,773.08
06/09/2022	Check	Mark Shepherd	Board Payroll 6/9/2022	1-40110 · Board of Directors Payroll	-1,000.00
06/09/2022	Check	Nancy Smalling	Board Payroll 6/9/2022	1-40110 · Board of Directors Payroll	-1,000.00
06/09/2022	Check	Nike Peterson	Board Payroll 6/9/2022	1-40110 · Board of Directors Payroll	-1,250.00
06/10/2022	Check	Payroll	Payroll Date 6/10/2022	1-41115 · Salary	-11,559.20
06/10/2022	Check	Payroll	Payroll Date 6/10/2022	1-41111 · Auto Overtime	-6,305.77
06/10/2022	Check	Payroll	Payroll Date 6/10/2022	1-41110 · Full Time Employee Wages	-50,505.79
06/10/2022	Check	Payroll	Payroll Date 6/10/2022	1-41120 · Part-Time Employee Wages	-5,342.58
06/10/2022	Check	Payroll	Payroll Date 6/10/2022	1-41116 · Sick Leave	-2,106.89
06/10/2022	Check	Payroll	Payroll Date 6/10/2022	1-41110 · Full Time Employee Wages	-718.70
06/10/2022	Check	Payroll	Payroll Date 6/10/2022	1-41117 · Vacation Leave	-5,217.60
06/10/2022	Check	Payroll	Payroll Date 6/10/2022	1-41430 · Life Insurance	313.98
06/10/2022	Check	Payroll	Payroll Date 6/10/2022	1-43200 · Utilities (Gas,Power,Phones)	12.75
06/24/2022	Check	Payroll	Payroll Date 6/24/2022	1-41115 · Salary	-11,559.20
06/24/2022	Check	Payroll	Payroll Date 6/24/2022	1-41111 · Auto Overtime	-7,705.10
06/24/2022	Check	Payroll	Payroll Date 6/24/2022	1-41110 · Full Time Employee Wages	-52,695.34
06/24/2022	Check	Payroll	Payroll Date 6/24/2022	1-41120 · Part-Time Employee Wages	-5,441.96
06/24/2022	Check	Payroll	Payroll Date 6/24/2022	1-41116 · Sick Leave	-187.92
06/24/2022	Check	Payroll	Payroll Date 6/24/2022	1-41110 · Full Time Employee Wages	-526.90
06/24/2022	Check	Payroll	Payroll Date 6/24/2022	1-41117 · Vacation Leave	-16,656.82
06/24/2022	Check	Payroll	Payroll Date 6/24/2022	1-43200 · Utilities (Gas,Power,Phones)	12.75
06/24/2022	Check	PEHP Flex	Payroll Date 6/24/2022	1-41400 · Insurance (Health)	-27.50
06/09/2022	Check	Scott Wiggill	Board Payroll 6/9/2022	1-40110 · Board of Directors Payroll	-1,250.00
06/10/2022	Check	Utah Retirement Systems	Payroll Date 6/10/2022	1-42500 · Retirement	-14,022.69
06/24/2022	Check	Utah Retirement Systems	Payroll Date 6/24/2022	1-42500 · Retirement	-14,057.37
06/09/2022	Check	Vern Phipps	Board Payroll 6/9/2022	1-40110 · Board of Directors Payroll	-1,000.00
06/03/2022	Check	Zions First National Bank	Credit Card Machine Replacement	1-41200 · Equipment Maintenance & Supply	-469.82
06/21/2022	Check		Service Charge	1-40200 · Bank Charges	-371.77
06/07/2022	Credit Card Charge	Amazon	Solenoid	1-43300 · Vehicle Maintenance	-79.99
06/14/2022	Credit Card Charge	Amazon	Toner	1-40700 · Computer Maintenance & Supply	-219.99
06/15/2022	Credit Card Charge	Amazon	Miracle Gro - Station 41	1-41200 · Equipment Maintenance & Supply	-21.48
06/16/2022	Credit Card Charge	Amazon	Med Term Book for Ebarb	1-43000 · Travel and Training	-85.99
06/08/2022	Credit Card Charge	Apple.com	Storage	1-42800 · Subscriptions, Memberships	-9.99
06/21/2022	Credit Card Charge	Crown Promotions	New Hire	1-40300 · Clothing Allowance	-94.38
06/24/2022	Credit Card Charge	Crown Promotions	New Hire	1-40300 · Clothing Allowance	-77.22

North Davis Fire District Custom Transaction Detail Report June 2022

06/03/2022	Credit Card Charge	Delta Airlines	Baggage Fee (King, Williams, Becraft)	1-43000 · Travel and Training	-90.00
06/11/2022	Credit Card Charge	Google Keeper	Password keeper (annual charge)	1-42800 · Subscriptions, Memberships	-10.70
06/30/2022	Credit Card Charge	Hug-Hes Cafe	Captain Testing	1-42700 · Special Department Allowance	-84.89
06/01/2022	Credit Card Charge	Intuit	Quickbooks	1-42400 · Professional Services	-1,097.90
06/29/2022	Credit Card Charge	Jimmy John's	Food for Captain Testing Panelists	1-42700 · Special Department Allowance	-9.94
06/29/2022	Credit Card Charge	Jimmy John's	Food for Captain Testing Panelists	1-42700 · Special Department Allowance	-52.23
06/08/2022	Credit Card Charge	Lowe's	BTN Hdcp's	1-41200 · Equipment Maintenance & Supply	-2.20
06/02/2022	Credit Card Charge	Maverik	Fuel for Gas Cans	1-43300 · Vehicle Maintenance	-30.42
06/07/2022	Credit Card Charge	Pirtek	Nozzle	1-41200 · Equipment Maintenance & Supply	-34.03
06/09/2022	Credit Card Charge	Pitney Bowes	Ink for Postage Machine	1-42200 · Office supply & expenses	-84.99
06/13/2022	Credit Card Charge	Ram Mounts	Mounts for Rigs	1-43300 · Vehicle Maintenance	-299.93
06/21/2022	Credit Card Charge	Sisters Bloom Floral	Planter for Funeral	1-42700 · Special Department Allowance	-80.00
06/28/2022	Credit Card Charge	SMITHS	Drinks for Captain Testing	1-42700 · Special Department Allowance	-39.80
06/10/2022	Credit Card Charge	Smith's #272	stamps	1-42200 · Office supply & expenses	-34.80
06/10/2022	Credit Card Charge	Smith's #272	stamps	1-42200 · Office supply & expenses	-197.07
06/10/2022	Credit Card Charge	Smith's #272	stamps	1-42200 · Office supply & expenses	197.07
06/10/2022	Credit Card Charge	Utah Department of Public Safety	Medic Cert - Shelton	1-41940 · Recert of AMETs	-30.00
06/24/2022	Credit Card Charge	Worldwide Environmental Products Inc	Emissions Testing A41	1-43300 · Vehicle Maintenance	-39.50
06/24/2022	Credit Card Charge	Worldwide Environmental Products Inc	Emissions Testing Spartan	1-43300 · Vehicle Maintenance	-39.50
06/24/2022	Credit Card Charge	Worldwide Environmental Products Inc	Emissions Testing Brush 41	1-43300 · Vehicle Maintenance	-39.50
06/24/2022	Credit Card Charge	Worldwide Environmental Products Inc	Emissions Testing E42	1-43300 · Vehicle Maintenance	-39.50
06/24/2022	Credit Card Charge	Worldwide Environmental Products Inc	Emissions Testing BR42	1-43300 · Vehicle Maintenance	-39.50
06/24/2022	Credit Card Charge	Worldwide Environmental Products Inc	Emissions Testing 411	1-43300 · Vehicle Maintenance	-39.50
06/24/2022	Credit Card Charge	Worldwide Environmental Products Inc	Emissions Testing A423	1-43300 · Vehicle Maintenance	-39.50
06/24/2022	Credit Card Charge	Worldwide Environmental Products Inc	Emissions Testing RE41	1-43300 · Vehicle Maintenance	-39.50
06/10/2022	Credit Card Charge	Young Chevrolet	Repair Engine Leak - 17 Chev	1-43300 · Vehicle Maintenance	-366.08
June 2022 Expenditures					-375,286.76

North Davis Fire District
Custom Transaction Detail Report
 July 2022

Date	Type	Name	Memo	Account	Amount
07/01/2022	Deposit		Lockbox	1-30100 · Ambulance	60.00
07/05/2022	Deposit		Lockbox	1-30100 · Ambulance	5,023.48
07/06/2022	Deposit		UT Medicaid	1-30100 · Ambulance	28,565.90
07/08/2022	Deposit		Noridian	1-30100 · Ambulance	526.59
07/08/2022	Deposit		Lockbox	1-30100 · Ambulance	285.00
07/11/2022	Deposit		Noridian	1-30100 · Ambulance	3,004.32
07/11/2022	Deposit		Lockbox	1-30100 · Ambulance	94.93
07/12/2022	Deposit		UT Medicaid	1-30100 · Ambulance	11,650.50
07/12/2022	Deposit		Lockbox	1-30100 · Ambulance	4,036.45
07/12/2022	Deposit		Noridian	1-30100 · Ambulance	4,676.48
07/13/2022	Deposit		Noridian	1-30100 · Ambulance	1,244.03
07/13/2022	Deposit		Lockbox	1-30100 · Ambulance	446.09
07/14/2022	Deposit		Noridian	1-30100 · Ambulance	1,540.94
07/14/2022	Deposit		Lockbox	1-30100 · Ambulance	280.00
07/14/2022	Deposit		Lockbox	1-30100 · Ambulance	1,436.35
07/15/2022	Deposit		Noridian	1-30100 · Ambulance	1,756.82
07/15/2022	Deposit		Lockbox	1-30100 · Ambulance	410.75
07/18/2022	Deposit		Noridian	1-30100 · Ambulance	2,868.02
07/18/2022	Deposit		Lockbox	1-30100 · Ambulance	3,639.63
07/19/2022	Deposit		UT Medicaid	1-30100 · Ambulance	16,225.14
07/19/2022	Deposit		Lockbox	1-30100 · Ambulance	6,114.95
07/20/2022	Deposit		Noridian	1-30100 · Ambulance	2,517.13
07/20/2022	Deposit		Lockbox	1-30100 · Ambulance	6,091.40
07/21/2022	Deposit		Noridian	1-30100 · Ambulance	1,344.34
07/22/2022	Deposit		Noridian	1-30100 · Ambulance	1,973.25
07/22/2022	Deposit		Lockbox	1-30100 · Ambulance	470.65
07/25/2022	Deposit		Noridian	1-30100 · Ambulance	646.13
07/25/2022	Deposit		Lockbox	1-30100 · Ambulance	4,728.11
07/27/2022	Deposit		Noridian	1-30100 · Ambulance	1,030.96
07/27/2022	Deposit		Lockbox	1-30100 · Ambulance	3,374.05
07/27/2022	Deposit		Lockbox	1-30100 · Ambulance	4,340.23
07/27/2022	Deposit		UT Medicaid	1-30100 · Ambulance	1,207.28
07/28/2022	Deposit		Noridian	1-30100 · Ambulance	1,403.93

North Davis Fire District Custom Transaction Detail Report July 2022

07/28/2022	Deposit		Lockbox	1-30100 · Ambulance	7,453.09
07/28/2022	Deposit		Lockbox	1-30100 · Ambulance	8,979.55
07/29/2022	Deposit		Lockbox	1-30100 · Ambulance	1,960.18
07/31/2022	Deposit		Interest	1-36100 · Interest Income-General Fund	5,528.57
07/05/2022	Sales Receipt	Davis County Treasurer	2012 Interest (6/1/2022-7/1/2022)	1-32200 · Property Taxes	0.05
07/05/2022	Sales Receipt	Davis County Treasurer	2021 Interest (6/1/2022-7/1/2022)	1-32200 · Property Taxes	71.76
07/05/2022	Sales Receipt	Davis County Treasurer	2022 Interest (6/1/2022-7/1/2022)	1-32200 · Property Taxes	3.78
07/05/2022	Sales Receipt	Davis County Treasurer	2021 Penalty (6/1/2022-7/1/2022)	1-32200 · Property Taxes	14.58
07/05/2022	Sales Receipt	Davis County Treasurer	2022 Penalty (6/1/2022-7/1/2022)	1-32200 · Property Taxes	47.56
07/05/2022	Sales Receipt	Davis County Treasurer	2021 PFEE (6/1/2022-7/1/2022)	1-32100 · Fee in Lieu	-25.72
07/05/2022	Sales Receipt	Davis County Treasurer	2022 PFEE (6/1/2022-7/1/2022)	1-32100 · Fee in Lieu	28,650.36
07/05/2022	Sales Receipt	Davis County Treasurer	2019 PTax (6/1/2022-7/1/2022)	1-32200 · Property Taxes	4.96
07/05/2022	Sales Receipt	Davis County Treasurer	2020 PTax (6/1/2022-7/1/2022)	1-32200 · Property Taxes	62.22
07/05/2022	Sales Receipt	Davis County Treasurer	2021 PTax (6/1/2022-7/1/2022)	1-32200 · Property Taxes	2,714.67
07/05/2022	Sales Receipt	Davis County Treasurer	2022 PTax (6/1/2022-7/1/2022)	1-32200 · Property Taxes	34,362.86
07/05/2022	Sales Receipt	Davis County Treasurer	2022 Rollback (6/1/2022-7/1/2022)	1-32200 · Property Taxes	2,086.51
07/05/2022	Sales Receipt	Davis County Treasurer	2021 Tax (6/1/2022-7/1/2022)	1-32200 · Property Taxes	592.59
07/05/2022	Sales Receipt	Grandma & Grandpa's Place	Daycare Inspection	1-35100 · Inspection Fees	30.00
07/07/2022	Sales Receipt	CTA Commuity Supports	Fire Inspectin 1190 E 1450 S, Clearfield	1-35100 · Inspection Fees	75.00
07/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1096425	1-30150 · Fire / Incident Recovery	250.00
07/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1163176	1-30150 · Fire / Incident Recovery	537.00
07/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1138787	1-30150 · Fire / Incident Recovery	507.00
07/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1100423	1-30150 · Fire / Incident Recovery	486.72
07/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1121712	1-30150 · Fire / Incident Recovery	804.29
07/07/2022	Sales Receipt	Fire Recovery USA	Reference # 1038581	1-30150 · Fire / Incident Recovery	579.00
07/07/2022	Sales Receipt	Fire Recovery USA	Reference # 950310	1-30150 · Fire / Incident Recovery	501.00
07/07/2022	Sales Receipt	Fire Recovery USA		Fire Recovery	-733.00
07/11/2022	Sales Receipt	Darkside Machine and Chassis	Inspection - Business Inspection	1-35100 · Inspection Fees	75.00
07/13/2022	Sales Receipt	Frontier Fire	Plan Review for Lifetime D10 Fire Sprinkler Revi	1-38200 · Plan Review Fees	250.00
07/18/2022	Sales Receipt	Clearfield City	1660 S 1000 E - Indigo 1660 A (RES05220769)	1-34100 · Impact Fees	1,887.74
07/18/2022	Sales Receipt	Clearfield City	Service Fee	1-34100 · Impact Fees	-30.00
07/18/2022	Sales Receipt	Clearfield City	1660 S 1000 E - Indigo 1660 B (RES06220776)	1-34100 · Impact Fees	1,573.12
07/18/2022	Sales Receipt	Clearfield City	Service FEe	1-34100 · Impact Fees	-30.00
07/18/2022	Sales Receipt	Clearfield City	1660 S 1000 E - Indigo 1660 C (RES05220777)	1-34100 · Impact Fees	1,573.12

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07/18/2022	Sales Receipt	Clearfield City	Service Fee	1-34100 · Impact Fees	-30.00
07/18/2022	Sales Receipt	Clearfield City	1660 S 1000 E - Indigo 1660 F (RES05220780)	1-34100 · Impact Fees	2,562.63
07/18/2022	Sales Receipt	Clearfield City	Service Fee	1-34100 · Impact Fees	-30.00
07/18/2022	Sales Receipt	Clearfield City	995 W 1525 S - Wilcox Homes 105 (RES05220780)	1-34100 · Impact Fees	181.13
07/18/2022	Sales Receipt	Clearfield City	Service Fee	1-34100 · Impact Fees	-30.00
07/18/2022	Sales Receipt	Clearfield City	994 W 1525 S - Wilcox Homes 116 (RES05220780)	1-34100 · Impact Fees	181.13
07/18/2022	Sales Receipt	Clearfield City	Service Fee	1-34100 · Impact Fees	-30.00
07/18/2022	Sales Receipt	Larsen Beverage Company	Pepsi Machin Commission	1-37100 · Miscellaneous Service Revenues	39.35
07/18/2022	Sales Receipt	Sunset City	1350 N 250 W, Permit # 22-006-22-018	1-34100 · Impact Fees	2,354.69
07/18/2022	Sales Receipt	Sunset City	Service Fee	1-34100 · Impact Fees	-390.00
07/26/2022	Sales Receipt	FIREFLY FIRE LLC	Plan Review for Rancho Market (580 State St) Permit # 58200	1-38200 · Plan Review Fees	150.00
07/26/2022	Sales Receipt	West Point City	993 S 4250 W (4271 W 1050 S) Permit # 5836	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	4236 W 975 S (1134 S 4650 S) Permit # 5862	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	991 S 4200 W (707 Harves Fieldst) Permit # 5863	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	4186 W 975 S (706 Harvest Fields) Permit # 5864	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	1069 N 3800 W (207 Bennett Century Farm) Permit # 5865	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	4331 W 475 S (403 Craythorne Homestead) Permit # 5866	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	485 S 4375 W (404 Craythorne Homestead) Permit # 5867	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	3659 W 200 N (129 Bluff View) Permit # 5880	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	35653 W 200 N (130 Bluff View) Permit # 5881	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	3649 W 200 N (131 Bluff View) Permit # 5882	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	3645 W 200 N (132 Bluff View) Permit # 5883	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	1096 S 4475 W (202 Harvest Field) Permit # 5884	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	1077 S 4150 W (513 Harvest Fields) Permit # 5885	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	157 N 3830 W (301 Bluff View) Permit # 5886	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	159 N 3830 W (302 Bluff View) Permit # 5887	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	155 N 3830 W (303 Bluff View) Permit # 5888	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	153 N 3830 W (304 Bluff View) Permit # 5889	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	66 N 4681 W (303 Wildfire) Permit # 5894	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	1038 S 4200 W (725 Harvest Fields) Permit # 5895	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	139 N 3830 W (305 Bluff View) Permit # 5897	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	137 N 3830 W (306 Bluff View) Permit # 5898	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	133 N 3830 W (307 Bluff View) Permit # 5899	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	135 N 3830 W (308 Bluff View) Permit # 5900	1-34100 · Impact Fees	181.13

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07/26/2022	Sales Receipt	West Point City	4271 W 1050 S (716 Harvest Fields) Permit # 5	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	1134 S 4650 W (136 Seasons at Simpson) Pern	1-34100 · Impact Fees	181.13
07/26/2022	Sales Receipt	West Point City	Service Fee	1-34100 · Impact Fees	-720.00
07/26/2022	Sales Receipt	West Point City	Overpayment in April & May	1-34100 · Impact Fees	-9.52
07/27/2022	Sales Receipt	Dallas Green *	Equipment Maintenance: Return of 1 Fertilizer	1-41200 · Equipment Maintenance & Supply	42.89
07/27/2022	Sales Receipt	Nipko	Daycare Inspection - Tiffany Nipko	1-35100 · Inspection Fees	30.00
Revenue July 2022					232,687.94
07/01/2022	Bill	Ace Disposal	June 2022	1-43200 · Utilities (Gas,Power,Phones)	-120.00
07/01/2022	Bill	Ace Disposal	June 2022 Fuel Surcharge	1-43200 · Utilities (Gas,Power,Phones)	-21.50
07/01/2022	Bill	Andrew H. Blackburn	July 2022	1-42420 · Attorney	-1,200.00
07/01/2022	Bill	Benchmark Insurance Company	Prepaid for FY2022/2023	1-43400 · Workmans Comp	-8,374.00
07/01/2022	Bill	Benchmark Insurance Company	Remainder of Deposit Invoice for FY2023	1-43400 · Workmans Comp	-612.00
07/01/2022	Bill	Blomquist Hale Consulting Group, Inc		1-41000 · EA Assistance Program	-225.00
07/01/2022	Bill	Comcast	6/28/2022-7/27/2022 station 42 line	1-43200 · Utilities (Gas,Power,Phones)	-131.43
07/01/2022	Bill	Comcast	Acct # 8495 44 062 0246820	1-43200 · Utilities (Gas,Power,Phones)	-333.01
07/01/2022	Bill	ETS	Cloud Management	1-40700 · Computer Maintenance & Supply	-100.00
07/01/2022	Bill	ETS	Internet Service	1-43200 · Utilities (Gas,Power,Phones)	-450.00
07/01/2022	Bill	Freeport Center Associates LLP	July 2022 Rent	4-46350 · Temporary Relocation	-850.00
07/01/2022	Bill	Henry Schein	DCI-DC-3 Adult Sensor	1-41800 · Medical Supplies Expenses	-1,193.32
07/01/2022	Bill	Henry Schein	Purple PF Nitrile Glove N/S Medium	1-41885 · PPE	-159.39
07/01/2022	Bill	Henry Schein	Purple PF Nitrile Glove N/S Large	1-41885 · PPE	-144.90
07/01/2022	Bill	Henry Schein	Electrode Foam White Sensor	1-41800 · Medical Supplies Expenses	-60.00
07/01/2022	Bill	Henry Schein	Paratroop/Albu	1-41800 · Medical Supplies Expenses	-13.68
07/01/2022	Bill	Henry Schein	Conforming Stretch Gauze N/S 1"	1-41820 · Consumables	-70.40
07/01/2022	Bill	ImageTrend, Inc.	Baste Continuum - Annual Fee	1-42800 · Subscriptions, Memberships	-2,400.00
07/01/2022	Bill	ImageTrend, Inc.	EMS Package - Annual Fee	1-42800 · Subscriptions, Memberships	-800.00
07/01/2022	Bill	ImageTrend, Inc.	Fire Package - Annual Fee	1-42800 · Subscriptions, Memberships	-800.00
07/01/2022	Bill	Jason L. Taylor	July 2022	1-42470 · Medical Advisor	-900.00
07/01/2022	Bill	Katelyn Ebarb	Paramedic School Textbook	1-43000 · Travel and Training	-535.49
07/01/2022	Bill	Katelyn Ebarb	Paramedic School Online Access	1-43000 · Travel and Training	-141.75
07/01/2022	Bill	Life-Assist Inc	Nitroglycerin Tablets	1-41830 · Medication	-80.60
07/01/2022	Bill	Life-Assist Inc	BD PosiFlush Saline Syringe, 10 ml (pk/30)	1-41800 · Medical Supplies Expenses	-18.00
07/01/2022	Bill	Napa Auto	Battery for Little Engine	1-43300 · Vehicle Maintenance	-61.37

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07/01/2022 Bill	Olympus Insurance Agency	Commercial InTact Package - Installment 1 of 4	1-41700 · Liability Insurance (Risk Manag	-13,781.00
07/01/2022 Bill	Olympus Insurance Agency	Cyber Liability - Full Year Premium	1-41720 · Cyber Liability	-12,882.00
07/01/2022 Bill	PNC Equipment Finance, LLC	2021 Pierce Engine	1-41500 · Lease Obligation-interest	-7,495.22
07/01/2022 Bill	PNC Equipment Finance, LLC	2021 Pierce Engine	1-41600 · Lease Obligations-principal	-68,086.13
07/01/2022 Bill	PNC Equipment Finance, LLC	Interest Payment - RE 41 - Payment 9	1-41500 · Lease Obligation-interest	-6,357.15
07/01/2022 Bill	PNC Equipment Finance, LLC	Principal Payment - RE 41 - Payment 9	1-41600 · Lease Obligations-principal	-60,621.72
07/01/2022 Bill	Standard Examiner	7/1/2022-12/29/2022	1-42800 · Subscriptions, Memberships	-117.00
07/01/2022 Bill	Utah State Firefighters Association	Membership - Burningham	1-42800 · Subscriptions, Memberships	-25.00
07/01/2022 Bill	Utah State Firefighters Association	Membership - Burney	1-42800 · Subscriptions, Memberships	-25.00
07/01/2022 Bill	Zoll Medical Corporation	4 of 5 payments Defib Program	3-44200 · Equipment	-30,678.16
07/02/2022 Bill	Napa Auto	Dexcool (2)	1-43300 · Vehicle Maintenance	-45.98
07/02/2022 Bill	Napa Auto	Wiper Blades Truck 42 (2)	1-43300 · Vehicle Maintenance	-56.98
07/02/2022 Bill	Napa Auto	Washer Fluid (1)	1-43300 · Vehicle Maintenance	-4.35
07/03/2022 Bill	O'Reilly Auto Parts	402 Oil Change Supplies	1-43300 · Vehicle Maintenance	-58.93
07/04/2022 Bill	Henry Schein	Mini O2 Regulator	1-41800 · Medical Supplies Expenses	-84.75
07/05/2022 Bill	Boundtree Medical Supplies	Ipratropium Bromide 0.5mg Albuterol	1-41800 · Medical Supplies Expenses	-175.50
07/05/2022 Bill	Boundtree Medical Supplies	Ondansetron orally disintegrating tablet	1-41830 · Medication	-26.34
07/05/2022 Bill	Boundtree Medical Supplies	Curaplex DART	1-41800 · Medical Supplies Expenses	-267.25
07/05/2022 Bill	Boundtree Medical Supplies	IV Catheter, 14 ga x 1.25"	1-14815 · IV	-101.00
07/05/2022 Bill	Boundtree Medical Supplies	IV Catheter, 16 ga x 1.25"	1-14815 · IV	-101.00
07/05/2022 Bill	Boundtree Medical Supplies	IV Catheter	1-14815 · IV	-202.00
07/05/2022 Bill	Boundtree Medical Supplies	IV Catheter, 20 ga x 1.25"	1-14815 · IV	-202.00
07/05/2022 Bill	Boundtree Medical Supplies	IV Catheter, 22 Ga x 1.25"	1-14815 · IV	-101.00
07/05/2022 Bill	Life-Assist Inc	Magnesium Sulfate 5gm	1-41800 · Medical Supplies Expenses	-353.00
07/06/2022 Bill	Boundtree Medical Supplies	I-Gel	1-41834 · Diabetic Medication	-450.00
07/06/2022 Bill	Life-Assist Inc	Diphenhydramine 50mg	1-41830 · Medication	-34.75
07/06/2022 Bill	Life-Assist Inc	Ketorolac Tromethamine 15 mg	1-41800 · Medical Supplies Expenses	-113.50
07/06/2022 Bill	Life-Assist Inc	Aspirin, chewable 81 mg (bottle of 36)	1-41830 · Medication	-7.20
07/06/2022 Bill	Napa Auto	Filter	1-43300 · Vehicle Maintenance	-4.60
07/07/2022 Bill	Boundtree Medical Supplies	Epinephrine	1-41830 · Medication	-225.98
07/07/2022 Bill	Boundtree Medical Supplies	Curaplex Nasopharyngeal Airway 14 Fr, 3.0mm	1-41840 · Airway	-29.90
07/07/2022 Bill	Boundtree Medical Supplies	Curaplex Nasopharyngeal Airway 16 Fr, 3.5mm	1-41840 · Airway	-29.90
07/07/2022 Bill	Boundtree Medical Supplies	Curaplex Nasopharyngeal Airway 18 Fr, 4.0mm	1-41840 · Airway	-29.90
07/07/2022 Bill	Boundtree Medical Supplies	Curaplex Nasopharyngeal Airway 20 Fr, 5.0mm	1-41840 · Airway	-29.90

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07/07/2022	Bill	Boundtree Medical Supplies	Curaplex Nasopharyngeal Airway 22 Fr, 5.5mm	1-41840 · Airway	-29.90
07/07/2022	Bill	Boundtree Medical Supplies	Curaplex Nasopharyngeal Airway 24 Fr, 6.0mm	1-41840 · Airway	-29.90
07/07/2022	Bill	Boundtree Medical Supplies	Curaplex Nasopharyngeal Airway 30 Fr, 7.5mm	1-41840 · Airway	-29.90
07/07/2022	Bill	Boundtree Medical Supplies	Curaplex OB Kit	1-41800 · Medical Supplies Expenses	-259.35
07/07/2022	Bill	Boundtree Medical Supplies	IV Catheter, 16 ga x 1.25"	1-14815 · IV	-202.00
07/07/2022	Bill	Boundtree Medical Supplies	IV Catheter, 24 ga x .625 inch	1-41800 · Medical Supplies Expenses	-202.00
07/07/2022	Bill	Henry Schein	Mini O2 Regulator	1-41800 · Medical Supplies Expenses	-67.80
07/07/2022	Bill	JR Service Center	2016 Silverado - Sensor Repair	1-43300 · Vehicle Maintenance	-159.81
07/07/2022	Bill	Sherwin Williams Co	Paint for Station 41	1-41200 · Equipment Maintenance & Supply	-28.45
07/07/2022	Bill	Zoll Medical Corporation	Moll Stat Pads	1-41800 · Medical Supplies Expenses	-392.78
07/08/2022	Bill	Clearfield City Corp	August 2022	1-40900 · Dispatch Services	-7,084.00
07/08/2022	Bill	Dave Youngberg	ImageTrend Conference - MN 719/2022-7/23/20	1-43000 · Travel and Training	-354.00
07/08/2022	Bill	Misty Rogers	ImageTrend Conference - MN 719/2022-7/23/20	1-43000 · Travel and Training	-354.00
07/08/2022	Bill	Steve Harrington	ImageTrend Conference - MN 719/2022-7/23/20	1-43000 · Travel and Training	-354.00
07/11/2022	Bill	Airgas Intermountain Inc	Oxygen	1-41800 · Medical Supplies Expenses	-36.68
07/11/2022	Bill	Benchmark Insurance Company	August 2022	1-43400 · Workmans Comp	-5,150.00
07/11/2022	Bill	Boundtree Medical Supplies	Curaplex Nasopharyngeal Airway 28Fr, 7.0mm	1-41800 · Medical Supplies Expenses	-29.90
07/11/2022	Bill	Sam's Club	Taffy	1-42700 · Special Department Allowance	-207.78
07/11/2022	Bill	Zoll Medical Corporation	Thermal Paper	1-41865 · Zoll	-19.68
07/12/2022	Bill	Charlie's Service Center	2017 Ram Ambulance - Repair to Leaking Cool	1-43300 · Vehicle Maintenance	-1,395.97
07/12/2022	Bill	Henry Schein	Dextrose	1-41834 · Diabetic Medication	-24.20
07/13/2022	Bill	Dominion Energy	Station 41	1-43200 · Utilities (Gas,Power,Phones)	-70.06
07/13/2022	Bill	Dominion Energy	Freeport - Temp Station	4-46320 · Soft Costs	-23.37
07/13/2022	Bill	Henry Schein	Dextrose	1-41834 · Diabetic Medication	-24.20
07/13/2022	Bill	Henry Schein	Ephinephrine	1-41830 · Medication	-198.88
07/13/2022	Bill	Life-Assist Inc	Ambu Spur II Bag Mask Resuscitator, Adult	1-41800 · Medical Supplies Expenses	-360.00
07/13/2022	Bill	Sam's Club	Sharpies	1-42200 · Office supply & expenses	-13.42
07/13/2022	Bill	Sam's Club	Locking Cabinet (1)	1-41200 · Equipment Maintenance & Supply	-249.98
07/13/2022	Bill	Sam's Club	Cooler (2)	1-41200 · Equipment Maintenance & Supply	-135.98
07/14/2022	Bill	Rocky Mountain Power	Station 41	1-43200 · Utilities (Gas,Power,Phones)	-847.17
07/15/2022	Bill	Allen Hadley	Ice Cream for Crew after Fire	1-42700 · Special Department Allowance	-53.10
07/15/2022	Bill	Comcast Business	7/28/2022-8/27/2022	1-43200 · Utilities (Gas,Power,Phones)	-1,064.56
07/15/2022	Bill	PEHP Group Insurance	July 2022	1-41400 · Insurance (Health)	-45,593.33
07/16/2022	Bill	Steve Harrington	Uber for Transportation for ImageTrend Confere	1-43000 · Travel and Training	-38.41

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07/18/2022 Bill	Clearfield City Corp	July 2022	1-40900 · Dispatch Services	-7,084.00
07/18/2022 Bill	Les Schwab Tire Center	Tires - 2017 Ford F350 Ambulance	1-43300 · Vehicle Maintenance	-1,889.82
07/18/2022 Bill	Siddons-Martin Emergency Group	03 American LaFrance - Oil Change, Repairs to	1-43300 · Vehicle Maintenance	-28,798.84
07/19/2022 Bill	Comcast	7/28/2022-8/27/2022	1-43200 · Utilities (Gas,Power,Phones)	-136.07
07/19/2022 Bill	Henry Schein	Ephinephrine	1-41830 · Medication	-198.88
07/19/2022 Bill	Les Schwab Tire Center	Tires - 2017 Dodge Ram Ambulance	1-43300 · Vehicle Maintenance	-1,905.80
07/19/2022 Bill	Lowe's	Furnace Filters	1-41200 · Equipment Maintenance & Supply	-175.22
07/20/2022 Bill	AT&T Mobility	6/21/2022-7/20/2022	1-43200 · Utilities (Gas,Power,Phones)	-1,712.80
07/20/2022 Bill	AT&T Mobility	Credit	1-43200 · Utilities (Gas,Power,Phones)	602.17
07/20/2022 Bill	Boundtree Medical Supplies	Smart Capnoline Plus Non Intubated, Oral Nasa	1-41845 · Airway, Advanced	-198.80
07/20/2022 Bill	Boundtree Medical Supplies	Filterline Set	1-41845 · Airway, Advanced	-119.55
07/20/2022 Bill	Boundtree Medical Supplies	Curaplex Patient Transporter 10ea/cs	1-41800 · Medical Supplies Expenses	-199.90
07/20/2022 Bill	Boundtree Medical Supplies	Curaplex Transport Chair	1-41800 · Medical Supplies Expenses	-355.80
07/20/2022 Bill	Clearfield City Corp	Additional July 2022 Dispatch Charge	1-40900 · Dispatch Services	-2,916.00
07/20/2022 Bill	Clearfield City Corp	Additional August 2022 Dispatch Charge	1-40900 · Dispatch Services	-2,916.00
07/20/2022 Bill	ETS	Annual Software RMM	1-40700 · Computer Maintenance & Supply	-1,044.00
07/20/2022 Bill	ETS	ETS Cloud Hosted Unifi Controller	1-40700 · Computer Maintenance & Supply	-498.00
07/20/2022 Bill	LN Curtis and Sons		1-42010 · Turnout Gear	-724.61
07/21/2022 Bill	Lowe's		1-43300 · Vehicle Maintenance	-253.88
07/21/2022 Bill	O'Reilly Auto Parts	Carb Cleaner	1-43300 · Vehicle Maintenance	-16.47
07/21/2022 Bill	O'Reilly Auto Parts	Engine Cleaner	1-43300 · Vehicle Maintenance	-38.61
07/21/2022 Bill	Utah Valley University	Craig, King, Lloyd, Oliver, Rawlings	1-41940 · Recert of AMETs	-60.00
07/22/2022 Bill	AAA Fire Safety & Alarm, Inc	Service Trip Charge and Repair to System	1-41200 · Equipment Maintenance & Supply	-160.00
07/22/2022 Bill	Dick Kearsley	Repair of Station 41 Ice Machine	1-41200 · Equipment Maintenance & Supply	-332.00
07/23/2022 Bill	Comcast	8/1/2022-8/31/2022	1-43200 · Utilities (Gas,Power,Phones)	-375.48
07/25/2022 Bill	AFLAC	July 2022	1-41410 · AFLAC Cancer Policy	-992.48
07/25/2022 Bill	Airgas Intermountain Inc	Oxygen	1-41800 · Medical Supplies Expenses	-8.90
07/25/2022 Bill	Lowe's	Industrial Plug (4)	1-43300 · Vehicle Maintenance	-53.12
07/25/2022 Bill	Napa Auto	LMP Blstr	1-43300 · Vehicle Maintenance	-4.74
07/26/2022 Bill	ECMS, Inc.	Repair/Cleaning Turnout Gear	1-42010 · Turnout Gear	-473.25
07/26/2022 Bill	Henry Schein	Safety Glide Combo 5ML 22Gx1.5	1-41800 · Medical Supplies Expenses	-21.70
07/26/2022 Bill	Henry Schein	SafetyGlide Combo 1NI 25Gx5/8	1-41800 · Medical Supplies Expenses	-21.31
07/26/2022 Bill	Henry Schein	SafetyGlide Combo 3ML 25Gx5/8	1-41800 · Medical Supplies Expenses	-18.24
07/26/2022 Bill	Henry Schein	Syringe 1ML w/Needle Safet LL 25Gx5/8	1-41800 · Medical Supplies Expenses	-20.98

North Davis Fire District Custom Transaction Detail Report July 2022

07/26/2022 Bill	Henry Schein	SafetyGlide Needle 2Gx5/8	1-41800 · Medical Supplies Expenses	-15.71
07/27/2022 Bill	Charlie's Service Center	2013 Ford Ambulance - Fuel Pump Repair, Oil C	1-43300 · Vehicle Maintenance	-1,483.19
07/27/2022 Bill	Lowes	Gas Can	1-43300 · Vehicle Maintenance	-25.63
07/27/2022 Bill	Lowes	Tool Tots (2)	1-41200 · Equipment Maintenance & Supply	-113.95
07/28/2022 Bill	Blueline Services	New Hire Testing	1-42441 · Blueline New Hire Testing	-180.00
07/28/2022 Bill	Blueline Services	Promotion and Random Testing	1-42440 · Blueline Drug Testin	-200.00
07/28/2022 Bill	ImageTrend, Inc.	Annual User Fee ImageTrend Elige	1-42800 · Subscriptions, Memberships	-9,776.76
07/28/2022 Bill	ImageTrend, Inc.	Annual User Fee Spillman	1-42800 · Subscriptions, Memberships	-3,605.00
07/28/2022 Bill	ImageTrend, Inc.	Inspections	1-42800 · Subscriptions, Memberships	-1,926.10
07/28/2022 Bill	ImageTrend, Inc.	Annual Fee Permits	1-42800 · Subscriptions, Memberships	-1,287.50
07/29/2022 Bill	Blueline Services	New Hires (3)	1-42435 · Background Checks	-117.25
07/29/2022 Bill	Henry Schein	Naloxone Syring Needlesless	1-41830 · Medication	-375.00
07/29/2022 Bill	Kevin Lloyd	File Folder for Inspections	1-42200 · Office supply & expenses	-8.55
07/29/2022 Bill	LN Curtis and Sons	Service of 1 Set Extrication Equip	1-42000 · Misc. Equipment	-1,518.00
07/30/2022 Bill	Utah Retirement Systems	Under Payment for Employee	1-42500 · Retirement	-7.00
07/31/2022 Bill	Airgas Intermountain Inc	Cylinder Rental	1-41800 · Medical Supplies Expenses	-169.10
07/31/2022 Bill	Apparatus Equipment & Service, Inc	RAE SYSTEMS 02 SENSOR QRAE 3	1-42025 · Haz-Mat Supplies	-530.00
07/31/2022 Bill	Apparatus Equipment & Service, Inc	PORTAGAS 34L ISOBUTYLENE	1-42000 · Misc. Equipment	-117.00
07/31/2022 Bill	Vector Solutions	CrewSense Pro - Basic FY2023	1-42800 · Subscriptions, Memberships	-1,188.00
07/31/2022 Bill	Vector Solutions	CrewSense Pro - Additional Users FY2023	1-42800 · Subscriptions, Memberships	-2,215.56
07/31/2022 Bill	Vector Solutions	Target Solutions Maint Fee / Subscription / Adm	1-42800 · Subscriptions, Memberships	-5,161.00
07/31/2022 Bill	West Point City (2)	July 2022	1-43200 · Utilities (Gas,Power,Phones)	-96.50
07/31/2022 Bill	Wex Bank	July 2022	1-43300 · Vehicle Maintenance	-2,838.29
07/08/2022 Check	IRS Deposit	Payroll Date 7/8/2022	1-41300 · FICA	-5,709.07
07/08/2022 Check	Payroll	Payroll Date 7/8/2022	1-41115 · Salary	-11,600.32
07/08/2022 Check	Payroll	Payroll Date 7/8/2022	1-41110 · Full Time Employee Wages	-9,196.83
07/08/2022 Check	Payroll	Payroll Date 7/8/2022	1-41110 · Full Time Employee Wages	-46,748.09
07/08/2022 Check	Payroll	Payroll Date 7/8/2022	1-41120 · Part-Time Employee Wages	-6,060.32
07/08/2022 Check	Payroll	Payroll Date 7/8/2022	1-41116 · Sick Leave	-2,599.77
07/08/2022 Check	Payroll	Payroll Date 7/8/2022	1-41110 · Full Time Employee Wages	-585.10
07/08/2022 Check	Payroll	Payroll Date 7/8/2022	1-41117 · Vacation Leave	-3,283.26
07/08/2022 Check	Payroll	Payroll Date 7/8/2022	1-41400 · Insurance (Health)	3,265.13
07/08/2022 Check	Payroll	Payroll Date 7/8/2022	1-43200 · Utilities (Gas,Power,Phones)	12.75
07/08/2022 Check	Utah Retirement Systems	Payroll Date 7/8/2022	1-42500 · Retirement	-12,694.97

North Davis Fire District Custom Transaction Detail Report July 2022

07/21/2022	Check		Service Charge	1-40200 · Bank Charges	-518.09
07/22/2022	Check	IRS Deposit	Payroll Date 7/22/2022	1-41300 · FICA	-6,599.67
07/22/2022	Check	Payroll	Payroll Date 7/22/2022	1-41115 · Salary	-11,970.40
07/22/2022	Check	Payroll	Payroll Date 7/22/2022	1-41115 · Salary	-12,654.45
07/22/2022	Check	Payroll	Payroll Date 7/22/2022	1-41110 · Full Time Employee Wages	-47,905.70
07/22/2022	Check	Payroll	Payroll Date 7/22/2022	1-41120 · Part-Time Employee Wages	-6,345.06
07/22/2022	Check	Payroll	Payroll Date 7/22/2022	1-41116 · Sick Leave	-721.20
07/22/2022	Check	Payroll	Payroll Date 7/22/2022	1-41110 · Full Time Employee Wages	-166.90
07/22/2022	Check	Payroll	Payroll Date 7/22/2022	1-41117 · Vacation Leave	-12,165.85
07/22/2022	Check	Payroll	Payroll Date 7/22/2022	1-43200 · Utilities (Gas,Power,Phones)	12.75
07/22/2022	Check	Payroll	Payroll Date 7/22/2022	1-40300 · Clothing Allowance	-14,648.76
07/22/2022	Check	PEHP Flex	Payroll Date 7/22/2022	1-41400 · Insurance (Health)	-22.50
07/22/2022	Check	Utah Retirement Systems	Payroll Date 7/22/2022	1-42500 · Retirement	-14,004.08
07/22/2022	Check	Vantagepoint Transfer Agents - 401	Payroll Date 7/22/2022	1-42500 · Retirement	-295.47
07/25/2022	Credit	Lowes		1-43300 · Vehicle Maintenance	77.80
07/01/2022	Credit Card Charge	7-Eleven	Crew Drinks	1-42700 · Special Department Allowance	-12.38
07/01/2022	Credit Card Charge	Little Caesars	Food for Crews Working 4th of July	1-42700 · Special Department Allowance	-204.70
07/01/2022	Credit Card Charge	Zoom Video Communications	July 2022	1-42800 · Subscriptions, Memberships	-85.72
07/02/2022	Credit Card Charge	Cafe Rio	Captain Testing	1-42700 · Special Department Allowance	-65.24
07/02/2022	Credit Card Charge	Dish Network	Station 42 6/24/2022-7/23/2022	4-46320 · Soft Costs	-135.42
07/02/2022	Credit Card Charge	Sam's Club	Paper Plates (2)	1-41200 · Equipment Maintenance & Supply	-36.46
07/02/2022	Credit Card Charge	Sam's Club	Coolers (2)	1-41200 · Equipment Maintenance & Supply	-159.96
07/02/2022	Credit Card Charge	Sam's Club	Cookies for Crews Staged at Parks on July 4th	1-42700 · Special Department Allowance	-25.96
07/02/2022	Credit Card Charge	Sam's Club	Chips for Crews Staged at Parks on July 4th	1-42700 · Special Department Allowance	-36.96
07/02/2022	Credit Card Charge	Sam's Club	Gatorade for Crews	1-41800 · Medical Supplies Expenses	-216.84
07/02/2022	Credit Card Charge	Sam's Club	Napkins	1-41200 · Equipment Maintenance & Supply	-11.68
07/02/2022	Credit Card Charge	Sam's Club	Snacks for Crews Staged at Parks on July 4th	1-42700 · Special Department Allowance	-36.96
07/02/2022	Credit Card Charge	Sam's Club	Drinks for Crews Crews Staged at Parks on July 4th	1-42700 · Special Department Allowance	-13.18
07/02/2022	Credit Card Charge	Sam's Club	Correction Tape	1-42200 · Office supply & expenses	-14.96
07/02/2022	Credit Card Charge	Sam's Club	4 Packages Pens	1-42200 · Office supply & expenses	-46.88
07/02/2022	Credit Card Charge	Sam's Club	4 Packages of Pens	1-42200 · Office supply & expenses	-45.84
07/03/2022	Credit Card Charge	Winegars	Breakfast for Crews Working 4th of July	1-41200 · Equipment Maintenance & Supply	-127.49
07/04/2022	Credit Card Charge	SQ Floats	Drinks for Crew at WP 4th of July Celebratin	1-42700 · Special Department Allowance	-16.00
07/05/2022	Credit Card Charge	Amazon	Toner, Notepads	1-42200 · Office supply & expenses	-395.63

North Davis Fire District Custom Transaction Detail Report July 2022

07/05/2022	Credit Card Charge	Amazon	Toner	1-42200 · Office supply & expenses	-172.95
07/05/2022	Credit Card Charge	Beto's Mexican Food	Food after Fire	1-42700 · Special Department Allowance	-78.22
07/07/2022	Credit Card Charge	CastleBranch	Paramedic School Requirements	1-43000 · Travel and Training	-114.00
07/07/2022	Credit Card Charge	Pitney Bowes	Postage Machine Rental	1-42200 · Office supply & expenses	-105.00
07/07/2022	Credit Card Charge	Weber State University E-Store	Paramedic School - Lee	1-43000 · Travel and Training	-3,595.33
07/08/2022	Credit Card Charge	Amazon	Pelican Cases	1-41800 · Medical Supplies Expenses	-119.90
07/08/2022	Credit Card Charge	Amazon	Camera for Fire Investigations, Case, Screen Pr	1-42200 · Office supply & expenses	-456.90
07/08/2022	Credit Card Charge	Apple.com	Storage	1-42800 · Subscriptions, Memberships	-9.99
07/08/2022	Credit Card Charge	Boman & Kemp	Steel Plate	1-42000 · Misc. Equipment	-482.63
07/09/2022	Credit Card Charge	Dish Network	Temporary Station Television	4-46320 · Soft Costs	-135.42
07/11/2022	Credit Card Charge	Allens Camera Layton	Battery & Charger for Fire Investigator Camera	1-42200 · Office supply & expenses	-82.56
07/11/2022	Credit Card Charge	Amazon	SD Cards, Memory Cards for Fire Investigations	1-42200 · Office supply & expenses	-150.54
07/11/2022	Credit Card Charge	Baskin Robins	Ice Cream After Fire	1-42700 · Special Department Allowance	-49.23
07/12/2022	Credit Card Charge	Amazon	USB C and SD Card Reader, Keyboard	1-40700 · Computer Maintenance & Supply	-96.95
07/13/2022	Credit Card Charge	Smith's #272	Retirement Cake	1-42700 · Special Department Allowance	-37.07
07/14/2022	Credit Card Charge	Ultimate Express	Car Wash	1-43300 · Vehicle Maintenance	-20.00
07/15/2022	Credit Card Charge	Holiday Inn Express	ImageTrend Conference (3 Rooms)	1-43000 · Travel and Training	-503.16
07/16/2022	Credit Card Charge	Amazon	Accounts Payable Sorter	1-42200 · Office supply & expenses	-19.29
07/18/2022	Credit Card Charge	Delta Airlines	Baggage Fee (Youngberg)	1-43000 · Travel and Training	-30.00
07/18/2022	Credit Card Charge	Delta Airlines	Baggage Fee -Rogers	1-43000 · Travel and Training	-30.00
07/18/2022	Credit Card Charge	Ultimate Express	Car Wash Passes for NDFD Admin Vehicles for	1-43300 · Vehicle Maintenance	-1,080.00
07/21/2022	Credit Card Charge	Dallas Green *	Fertilizer for St 41	1-41200 · Equipment Maintenance & Supply	-85.78
07/21/2022	Credit Card Charge	Delta Airlines	Baggage Fee - Rogers	1-43000 · Travel and Training	-30.00
07/21/2022	Credit Card Charge	Delta Airlines	Baggage Fee - Youngberg	1-43000 · Travel and Training	-30.00
07/21/2022	Credit Card Charge	Delta Airlines	Baggage Fee - Harrington	1-43000 · Travel and Training	-30.00
07/21/2022	Credit Card Charge	Patrick McGoverns	ImageTrend Meeting Lunch	1-43000 · Travel and Training	-54.01
07/22/2022	Credit Card Charge	Holiday Inn Express	ImageTrend Conference (3 rooms)	1-43000 · Travel and Training	-930.51
07/22/2022	Credit Card Charge	Lowe's	Plugs	1-41200 · Equipment Maintenance & Supply	-136.12
07/22/2022	Credit Card Charge	The Parking Spot	Parking - Travel to ImageTrend	1-43000 · Travel and Training	-56.47
07/25/2022	Credit Card Charge	Tricked Out Accessories	Screen Replacement for Chief Becraft's phone	1-41200 · Equipment Maintenance & Supply	-10.00
07/27/2022	Credit Card Charge	Allen Hadley	Engine Checking Device	1-43300 · Vehicle Maintenance	-462.95
07/27/2022	Credit Card Charge	Amazon	Coffee Pot	1-41200 · Equipment Maintenance & Supply	-19.99
07/27/2022	Credit Card Charge	Colonial Flag	Flags	1-42700 · Special Department Allowance	-102.00
07/27/2022	Credit Card Charge	NFPA	1-Year Subscription	1-42800 · Subscriptions, Memberships	-463.49

North Davis Fire District
Custom Transaction Detail Report
July 2022

07/27/2022	Credit Card Charge	NFPA	Membership Renewal	1-42800 · Subscriptions, Memberships	-175.00
07/28/2022	Credit Card Charge	Amazon	Carburetor for Small Engines	1-41200 · Equipment Maintenance & Supply	-35.94
07/29/2022	Credit Card Charge	Department of Health	Llicense Fees	1-41920 · Yearly Ambulance License Fees	-200.00
07/30/2022	Credit Card Charge	Zoom Video Communications	August 2022	1-42800 · Subscriptions, Memberships	-85.72
Expenditures July 2022					-608,855.47

North Davis Fire District
Profit & Loss Budget vs. Actual
 July 2021 through June 2022

	Jul '21 - Jun ...	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
1-30100 · Ambulance	1,135,102.91	1,150,000.00	-14,897.09	98.7%
1-30150 · Fire / Incident Recovery	42,660.77	40,000.00	2,660.77	106.7%
1-30200 · Contract Services	0.00	0.00	0.00	0.0%
1-32100 · Fee in Lieu	198,451.40	175,000.00	23,451.40	113.4%
1-32200 · Property Taxes	5,023,527.15	4,798,529.00	224,998.15	104.7%
1-32300 · PT Contribution to Other Gover.	482,418.00	482,418.00	0.00	100.0%
1-33100 · Fire Protection	886.43	700.00	186.43	126.6%
1-33110 · Fire Report	0.00	0.00	0.00	0.0%
1-34100 · Impact Fees	178,420.31	145,000.00	33,420.31	123.0%
1-35100 · Inspection Fees	4,330.00	1,000.00	3,330.00	433.0%
1-36100 · Interest Income-General Fund	19,176.14	25,000.00	-5,823.86	76.7%
1-37100 · Miscellaneous Service Revenues				
1-37101 · Fire Investigation Report	30.00			
1-37100 · Miscellaneous Service Revenues - Other	1,076.16	1,500.00	-423.84	71.7%
Total 1-37100 · Miscellaneous Service Revenues	1,106.16	1,500.00	-393.84	73.7%
1-37200 · Grants				
1-37210 · EMS Per Capita Grant	2,538.00	2,593.00	-55.00	97.9%
1-37230 · Region 1 Haz-Mat Grant	0.00	0.00	0.00	0.0%
1-37200 · Grants - Other	23,500.00	23,500.00	0.00	100.0%
Total 1-37200 · Grants	26,038.00	26,093.00	-55.00	99.8%
1-38100 · Permit Fees	4,390.00	1,500.00	2,890.00	292.7%
1-38200 · Plan Review Fees	1,300.00	4,500.00	-3,200.00	28.9%
1-38300 · Government Stimulus	0.00	0.00	0.00	0.0%
1-39998 · Appn of Restricted Impact Fee	0.00	0.00	0.00	0.0%
Total Income	7,117,807.27	6,851,240.00	266,567.27	103.9%
Gross Profit	7,117,807.27	6,851,240.00	266,567.27	103.9%
Expense				
Capital Outlay	23,500.00	23,500.00	0.00	100.0%
Utah Disability Death Benefit	0.00	3,870.00	-3,870.00	0.0%
1-40100 · Administrative Control Board				
1-40110 · Board of Directors Payroll	39,000.00	38,000.00	1,000.00	102.6%
1-40100 · Administrative Control Board - Other	-923.50			
Total 1-40100 · Administrative Control Board	38,076.50	38,000.00	76.50	100.2%
1-40200 · Bank Charges	5,059.56	5,250.00	-190.44	96.4%
1-40300 · Clothing Allowance	43,324.08	47,837.00	-4,512.92	90.6%
1-40500 · Collection Contract				
Fire Recovery	9,100.85	14,004.00	-4,903.15	65.0%
1-40510 · Health Care Finance Assessment	62,435.33	65,002.00	-2,566.67	96.1%
1-40520 · IRIS Medical	69,916.43	81,000.00	-11,083.57	86.3%
Total 1-40500 · Collection Contract	141,452.61	160,006.00	-18,553.39	88.4%
1-40600 · Communications	2,868.13	6,000.00	-3,131.87	47.8%

North Davis Fire District
Profit & Loss Budget vs. Actual
July 2021 through June 2022

	Jul '21 - Jun ...	Budget	\$ Over Budget	% of Budget
1-40700 · Computer Maintenance & Supply				
1-40705 · Firewall Upgrade	0.00	0.00	0.00	0.0%
1-40710 · Computer Purchases	3,693.18	6,000.00	-2,306.82	61.6%
1-40720 · ERS Annual User Fee	500.00			
1-40730 · Eyespy	0.00	0.00	0.00	0.0%
1-40735 · Bluebeam Upgrade	0.00	100.00	-100.00	0.0%
1-40740 · IT Equipment	2,690.30	6,380.00	-3,689.70	42.2%
1-40750 · IT Maintenance	6,070.98	17,400.00	-11,329.02	34.9%
1-40760 · Printers	463.82	1,000.00	-536.18	46.4%
1-40765 · Phone Maint/Conf. Phone/Record	0.00	1,940.00	-1,940.00	0.0%
1-40770 · ImageTrend Annual Fee	9,492.00	9,492.00	0.00	100.0%
1-40775 · ImageTrend Fire Inspection	1,870.00	1,870.00	0.00	100.0%
1-40780 · ImageTrend Investigation	1,250.00	1,250.00	0.00	100.0%
1-40785 · ImageTrend Permits	1,250.00	1,250.00	0.00	100.0%
1-40790 · ImageTrend Setup Fee	2,375.00	2,375.00	0.00	100.0%
1-40700 · Computer Maintenance & Supply - Other	19,211.13	0.00	19,211.13	100.0%
Total 1-40700 · Computer Maintenance & Supply	48,866.41	49,057.00	-190.59	99.6%
1-40800 · Contributions to Other Govt	482,418.00	482,418.00	0.00	100.0%
1-40900 · Dispatch Services				
1-40910 · ImageTrend Cad Distribution	3,500.00	3,500.00	0.00	100.0%
1-40900 · Dispatch Services - Other	85,008.00	85,008.00	0.00	100.0%
Total 1-40900 · Dispatch Services	88,508.00	88,508.00	0.00	100.0%
1-41000 · EA Assistance Program	2,915.00	3,360.00	-445.00	86.8%
1-41100 · Employees Wages				
1-41110 · Full Time Employee Wages				
1-41111 · Auto Overtime	246,805.38	128,481.00	118,324.38	192.1%
1-41115 · Salary	303,288.16	304,677.88	-1,389.72	99.5%
1-41116 · Sick Leave	84,866.31	0.00	84,866.31	100.0%
1-41117 · Vacation Leave	184,028.46	0.00	184,028.46	100.0%
1-41130 · Benefit Payout Contingency	9,000.00	0.00	9,000.00	100.0%
1-41110 · Full Time Employee Wages - Other	1,364,763.06	1,933,514.12	-568,751.06	70.6%
Total 1-41110 · Full Time Employee Wages	2,192,751.37	2,366,673.00	-173,921.63	92.7%
1-41120 · Part-Time Employee Wages	239,959.29	215,357.00	24,602.29	111.4%
Total 1-41100 · Employees Wages	2,432,710.66	2,582,030.00	-149,319.34	94.2%
1-41200 · Equipment Maintenance & Supply	40,280.85	50,734.00	-10,453.15	79.4%
1-41300 · FICA	180,480.21	204,640.00	-24,159.79	88.2%
1-41400 · Insurance (Health)				
1-41410 · AFLAC Cancer Policy	12,609.66	0.00	12,609.66	100.0%
1-41420 · Disability Insurance	327.85	0.00	327.85	100.0%
1-41430 · Life Insurance	2,646.34	0.00	2,646.34	100.0%
1-41400 · Insurance (Health) - Other	372,005.80	505,677.00	-133,671.20	73.6%
Total 1-41400 · Insurance (Health)	387,589.65	505,677.00	-118,087.35	76.6%
1-41500 · Lease Obligation-interest	32,488.17	32,487.66	0.51	100.0%
1-41600 · Lease Obligations-principal	126,598.34	126,598.34	0.00	100.0%
1-41700 · Liability Insurance (Risk Manag				
1-41720 · Cyber Liability	0.00	0.00	0.00	0.0%
1-41700 · Liability Insurance (Risk Manag - Other	59,138.76	62,465.00	-3,326.24	94.7%
Total 1-41700 · Liability Insurance (Risk Manag	59,138.76	62,465.00	-3,326.24	94.7%

North Davis Fire District
Profit & Loss Budget vs. Actual
July 2021 through June 2022

	Jul '21 - Jun ...	Budget	\$ Over Budget	% of Budget
1-41800 · Medical Supplies Expenses				
1-14813 · Medical Hardware Maintenance	0.00	0.00	0.00	0.0%
1-14815 · IV	9,293.29	0.00	9,293.29	100.0%
1-41805 · IO	6,730.40			
1-41810 · Bag, Trauma	122.40			
1-41812 · Cot Batteries, Charger, Mattres	0.00	0.00	0.00	0.0%
1-41814 · Vent and Zoll Maintenance	0.00	0.00	0.00	0.0%
1-41820 · Consumables	3,580.68	0.00	3,580.68	100.0%
1-41830 · Medication	2,726.01	0.00	2,726.01	100.0%
1-41834 · Diabetic Medication	81.32			
1-41836 · Diabetic Consumable	101.80			
1-41840 · Airway	1,317.50	0.00	1,317.50	100.0%
1-41845 · Airway, Advanced	1,782.18	0.00	1,782.18	100.0%
1-41850 · IV Medication	397.32	0.00	397.32	100.0%
1-41865 · Zoll	3,264.67	0.00	3,264.67	100.0%
1-41875 · Bag, O2	312.21	0.00	312.21	100.0%
1-41880 · Misc	110.51			
1-41885 · PPE	1,660.20	0.00	1,660.20	100.0%
1-41890 · Equipment	0.00	0.00	0.00	0.0%
1-41895 · Infection Control	182.96	0.00	182.96	100.0%
1-41800 · Medical Supplies Expenses - Other	33,487.48	73,978.00	-40,490.52	45.3%
Total 1-41800 · Medical Supplies Expenses	65,150.93	73,978.00	-8,827.07	88.1%
1-41900 · Misc Services				
1-41920 · Yearly Ambulance License Fees	1,020.00	1,950.00	-930.00	52.3%
1-41930 · Firefighter Testing	65.00	7,520.00	-7,455.00	0.9%
1-41940 · Recert of AMETs	572.00	3,925.00	-3,353.00	14.6%
1-41990 · Other Misc Charges	402.50	0.00	402.50	100.0%
1-41900 · Misc Services - Other	177.17	14,455.00	-14,277.83	1.2%
Total 1-41900 · Misc Services	2,236.67	27,850.00	-25,613.33	8.0%
1-42000 · Misc. Equipment				
1-42005 · Safety Equipment	2,483.38	1,450.00	1,033.38	171.3%
1-42010 · Turnout Gear	19,189.18	33,000.00	-13,810.82	58.1%
1-42015 · Ansi Coats	1,077.22	1,250.00	-172.78	86.2%
1-42025 · Haz-Mat Supplies	3,719.70	2,000.00	1,719.70	186.0%
42020 · Safety / PPE	6,524.21	6,500.00	24.21	100.4%
1-42000 · Misc. Equipment - Other	1,250.76	600.00	650.76	208.5%
Total 1-42000 · Misc. Equipment	34,244.45	44,800.00	-10,555.55	76.4%
1-42200 · Office supply & expenses	10,166.19	10,188.00	-21.81	99.8%
1-42300 · Paramedics	31,881.53	37,300.00	-5,418.47	85.5%
1-42400 · Professional Services				
CEB Base Fee/400	0.00	0.00	0.00	0.0%
1-42405 · ImageTrend Software	3,062.00	3,062.00	0.00	100.0%
1-42410 · Accountant Fees	16,078.75	16,800.00	-721.25	95.7%
1-42415 · Engineering	0.00			
1-42420 · Attorney	11,325.00	28,000.00	-16,675.00	40.4%
1-42425 · Public Outreach	0.00	6,000.00	-6,000.00	0.0%
1-42430 · Auditor	8,470.00	9,000.00	-530.00	94.1%
1-42435 · Background Checks	287.30	560.00	-272.70	51.3%
1-42440 · Blueline Drug Testin	1,320.00	1,120.00	200.00	117.9%
1-42441 · Blueline New Hlre Testing	990.10	700.00	290.10	141.4%
1-42450 · Bond Trustee (Zions Bond)	0.00	2,000.00	-2,000.00	0.0%
1-42460 · Bonding	0.00	700.00	-700.00	0.0%
1-42470 · Medical Advisor	11,700.00	9,600.00	2,100.00	121.9%
1-42480 · Payroll Administration	9,686.95	8,400.00	1,286.95	115.3%
1-42490 · Prof. Services - Plats, Etc.	0.00	0.00	0.00	0.0%
1-42400 · Professional Services - Other	8,090.72	0.00	8,090.72	100.0%
Total 1-42400 · Professional Services	71,010.82	85,942.00	-14,931.18	82.6%

North Davis Fire District
Profit & Loss Budget vs. Actual
July 2021 through June 2022

	Jul '21 - Jun ...	Budget	\$ Over Budget	% of Budget
1-42500 · Retirement	384,442.77	419,128.00	-34,685.23	91.7%
1-42700 · Special Department Allowance	27,906.02	28,660.00	-753.98	97.4%
1-42800 · Subscriptions, Memberships	19,971.98	19,806.00	165.98	100.8%
1-43000 · Travel and Training				
1-43020 · Pub Ed Supplies for Clowns	0.00	0.00	0.00	0.0%
1-43000 · Travel and Training - Other	75,165.51	86,430.00	-11,264.49	87.0%
Total 1-43000 · Travel and Training	75,165.51	86,430.00	-11,264.49	87.0%
1-43100 · Unemployment	0.00	0.00	0.00	0.0%
1-43200 · Utilities (Gas,Power,Phones)	75,352.35	74,798.00	554.35	100.7%
1-43300 · Vehicle Maintenance	150,530.75	193,350.00	-42,819.25	77.9%
1-43400 · Workmans Comp	63,149.00	63,450.00	-301.00	99.5%
1-45000 · Impact Fee Expense	0.00	0.00	0.00	0.0%
1-45500 · Impact Fee Reserves	0.00	145,000.00	-145,000.00	0.0%
1-48000 · Transfer to Debt Service	244,771.97	341,713.00	-96,941.03	71.6%
1-49000 · Fleet Fund Capital Exp	237,000.00	237,000.00	0.00	100.0%
1-49999 · Appropriation of Fund Bal (Exp)	0.00	0.00	0.00	0.0%
Total Expense	5,629,255.87	6,361,831.00	-732,575.13	88.5%
Net Ordinary Income	1,488,551.40	489,409.00	999,142.40	304.2%
Other Income/Expense				
Other Income				
Capital Projects Inc 3				
Use of Fund Balance	0.00	0.00	0.00	0.0%
3-36100 · Interest Income	0.00	3,709.00	-3,709.00	0.0%
3-39100 · Capital Projects-Transfer In	237,000.00	237,000.00	0.00	100.0%
3-39200 · Gain on Sale of Assets	0.00	0.00	0.00	0.0%
Total Capital Projects Inc 3	237,000.00	240,709.00	-3,709.00	98.5%
Debt Service Inc 2				
2-36100 · Interest Income	206.36			
2-39100 · Transfers In Debt Service	244,771.97	341,713.00	-96,941.03	71.6%
Total Debt Service Inc 2	244,978.33	341,713.00	-96,734.67	71.7%
Local Building Authority Inc 4				
4-36000 · Bond Revenue	11,087,782.72	11,110,101.00	-22,318.28	99.8%
4-36100 · Interest Income	17,702.62			
Local Building Authority Inc 4 - Other	0.00	0.00	0.00	0.0%
Total Local Building Authority Inc 4	11,105,485.34	11,110,101.00	-4,615.66	100.0%
Total Other Income	11,587,463.67	11,692,523.00	-105,059.33	99.1%
Other Expense				
Debt Service Exp 2				
Addition to Fund Balance	0.00	0.00	0.00	0.0%
2-45100 · Interest Expense	161,713.20	161,713.00	0.20	100.0%
2-45200 · Principal	180,000.00	180,000.00	0.00	100.0%
Total Debt Service Exp 2	341,713.20	341,713.00	0.20	100.0%
Local Building Authority Exp 4				
4-46100 · Bond Refunding Exp	1,240,000.00	1,244,540.00	-4,540.00	99.6%
4-46110 · Bond Refunding Interest Exp	2,095.60			
4-46200 · Bond Fees	195,274.87	215,561.00	-20,286.13	90.6%

North Davis Fire District
Profit & Loss Budget vs. Actual
July 2021 through June 2022

	Jul '21 - Jun ...	Budget	\$ Over Budget	% of Budget
4-46300 · Construction of Station 42				
4-46310 · Construction Contract	31,145.09	8,505,000.00	-8,473,854.91	0.4%
4-46320 · Soft Costs	4,193.46	425,000.00	-420,806.54	1.0%
4-46330 · Professional Fees	387,217.13	550,000.00	-162,782.87	70.4%
4-46340 · Wages and Benefits allocation	18,188.62	20,000.00	-1,811.38	90.9%
4-46350 · Temporary Relocation	116,626.09	150,000.00	-33,373.91	77.8%
4-46300 · Construction of Station 42 - Other	1,200.00	0.00	1,200.00	100.0%
Total 4-46300 · Construction of Station 42	558,570.39	9,650,000.00	-9,091,429.61	5.8%
Total Local Building Authority Exp 4	1,995,940.86	11,110,101.00	-9,114,160.14	18.0%
3-44100 · Capital Projects Exp 3				
3-44200 · Equipment	303,071.98	301,502.00	1,569.98	100.5%
3-44210 · Carpet	31,215.23	35,000.00	-3,784.77	89.2%
3-44300 · Vehicles	174,565.54	179,000.00	-4,434.46	97.5%
3-44100 · Capital Projects Exp 3 - Other	0.00	0.00	0.00	0.0%
Total 3-44100 · Capital Projects Exp 3	508,852.75	515,502.00	-6,649.25	98.7%
Total Other Expense	2,846,506.81	11,967,316.00	-9,120,809.19	23.8%
Net Other Income	8,740,956.86	-274,793.00	9,015,749.86	-3,180.9%
Net Income	10,229,508.26	214,616.00	10,014,892.26	4,766.4%

North Davis Fire District Profit & Loss Budget vs. Actual July 2022 through June 2023

	Jul '22 - Jun...	Budget	\$ Over Bud...	% of Budget
Ordinary Income/Expense				
Income				
1-30100 · Ambulance	167,473.39	1,198,000.00	-1,030,526.61	14.0%
1-30150 · Fire / Incident Recovery	7,290.61	50,000.00	-42,709.39	14.6%
1-32100 · Fee in Lieu	47,451.35	150,000.00	-102,548.65	31.6%
1-32200 · Property Taxes	65,062.83	4,418,987.00	-4,353,924.17	1.5%
1-32300 · PT Contribution to Other Gover.	0.00	482,418.00	-482,418.00	0.0%
1-33100 · Fire Protection	0.00	700.00	-700.00	0.0%
1-34100 · Impact Fees	13,844.55	50,000.00	-36,155.45	27.7%
1-35100 · Inspection Fees	285.00	1,000.00	-715.00	28.5%
1-36100 · Interest Income-General Fund	5,528.57	8,000.00	-2,471.43	69.1%
1-37100 · Miscellaneous Service Revenues	39.35	1,500.00	-1,460.65	2.6%
1-37200 · Grants	0.00	2,593.00	-2,593.00	0.0%
1-38100 · Permit Fees	0.00	1,500.00	-1,500.00	0.0%
1-38200 · Plan Review Fees	550.00	4,500.00	-3,950.00	12.2%
1-3999 · Uncategorized Income	11,000.00			
1-39998 · Appn of Restricted Impact Fee	0.00	0.00	0.00	0.0%
Total Income	318,525.65	6,369,198.00	-6,050,672.35	5.0%
Gross Profit	318,525.65	6,369,198.00	-6,050,672.35	5.0%
Expense				
1-40100 · Administrative Control Board				
1-40110 · Board of Directors Payroll	0.00	38,000.00	-38,000.00	0.0%
Total 1-40100 · Administrative Control Board	0.00	38,000.00	-38,000.00	0.0%
1-40200 · Bank Charges	518.09	5,355.00	-4,836.91	9.7%
1-40300 · Clothing Allowance	15,166.56	41,138.00	-25,971.44	36.9%
1-40500 · Collection Contract				
Fire Recovery	1,458.11	14,004.00	-12,545.89	10.4%
1-40510 · Health Care Finance Assessment	0.00	60,002.00	-60,002.00	0.0%
1-40520 · IRIS Medical	0.00	84,000.00	-84,000.00	0.0%
Total 1-40500 · Collection Contract	1,458.11	158,006.00	-156,547.89	0.9%
1-40600 · Communications	0.00	6,000.00	-6,000.00	0.0%
1-40700 · Computer Maintenance & Supply	5,979.13	46,604.00	-40,624.87	12.8%
1-40800 · Contributions to Other Govt	0.00	482,418.00	-482,418.00	0.0%
1-40900 · Dispatch Services	30,000.00	123,500.00	-93,500.00	24.3%
1-41000 · EA Assistance Program	460.00	3,000.00	-2,540.00	15.3%
1-41100 · Employees Wages				
1-41110 · Full Time Employee Wages				
1-41111 · Auto Overtime	15,249.12	114,490.00	-99,240.88	13.3%
1-41112 · Differential Pay	193.60			
1-41115 · Salary	48,195.57			
1-41116 · Sick Leave	4,361.61			
1-41117 · Vacation Leave	19,695.67			
1-41130 · Benefit Payout Contingency	3,905.04	121,248.00	-117,342.96	3.2%
1-41110 · Full Time Employee Wages - Other	163,964.79	2,427,869.00	-2,263,904.21	6.8%
Total 1-41110 · Full Time Employee Wages	255,565.40	2,663,607.00	-2,408,041.60	9.6%
1-41120 · Part-Time Employee Wages	20,372.21	95,000.00	-74,627.79	21.4%
Total 1-41100 · Employees Wages	275,937.61	2,758,607.00	-2,482,669.39	10.0%
1-41200 · Equipment Maintenance & Supply	1,976.35	34,507.00	-32,530.65	5.7%
1-41300 · FICA	19,502.48	213,940.00	-194,437.52	9.1%

North Davis Fire District
Profit & Loss Budget vs. Actual
July 2022 through June 2023

	Jul '22 - Jun...	Budget	\$ Over Bud...	% of Budget
1-41400 · Insurance (Health)				
1-41410 · AFLAC Cancer Policy	992.48			
1-41420 · Disability Insurance	42.48	3,800.00	-3,757.52	1.1%
1-41400 · Insurance (Health) - Other	42,350.70	634,170.00	-591,819.30	6.7%
Total 1-41400 · Insurance (Health)	43,385.66	637,970.00	-594,584.34	6.8%
1-41500 · Lease Obligation-interest	13,852.37	13,852.37	0.00	100.0%
1-41600 · Lease Obligations-principal	128,707.85	128,707.85	0.00	100.0%
1-41700 · Liability Insurance (Risk Manag				
1-41720 · Cyber Liability	12,882.00	12,882.00	0.00	100.0%
1-41700 · Liability Insurance (Risk Manag - Ot...	13,781.00	57,448.00	-43,667.00	24.0%
Total 1-41700 · Liability Insurance (Risk Manag	26,663.00	70,330.00	-43,667.00	37.9%
1-41800 · Medical Supplies Expenses				
1-14813 · Medical Hardware Maintenance	0.00	2,000.00	-2,000.00	0.0%
1-14815 · IV	909.00			
1-41812 · Cot Batteries, Charger, Mattres	0.00	3,868.38	-3,868.38	0.0%
1-41814 · Vent and Zoll Maintenance	0.00	8,800.00	-8,800.00	0.0%
1-41820 · Consumables	70.40			
1-41830 · Medication	1,147.63			
1-41834 · Diabetic Medication	498.40			
1-41840 · Airway	209.30			
1-41845 · Airway, Advanced	318.35			
1-41865 · Zoll	19.68			
1-41875 · Bag, O2	31.00			
1-41885 · PPE	304.29			
1-41890 · Equipment	0.00	0.00	0.00	0.0%
1-41800 · Medical Supplies Expenses - Other	4,823.89	60,289.62	-55,465.73	8.0%
Total 1-41800 · Medical Supplies Expenses	8,331.94	74,958.00	-66,626.06	11.1%
1-41900 · Misc Services				
1-41920 · Yearly Ambulance License Fees	200.00	1,950.00	-1,750.00	10.3%
1-41930 · Firefighter Testing	0.00	7,520.00	-7,520.00	0.0%
1-41940 · Recert of AMETs	60.00	3,490.00	-3,430.00	1.7%
1-41990 · Other Misc Charges	0.00	14,290.00	-14,290.00	0.0%
Total 1-41900 · Misc Services	260.00	27,250.00	-26,990.00	1.0%
1-42000 · Misc. Equipment				
1-42005 · Safety Equipment	0.00	1,450.00	-1,450.00	0.0%
1-42010 · Turnout Gear	1,197.86	33,000.00	-31,802.14	3.6%
1-42015 · Ansi Coats	0.00	1,250.00	-1,250.00	0.0%
1-42025 · Haz-Mat Supplies	530.00	2,000.00	-1,470.00	26.5%
42020 · Safety / PPE	0.00	7,100.00	-7,100.00	0.0%
1-42000 · Misc. Equipment - Other	2,117.63			
Total 1-42000 · Misc. Equipment	3,845.49	44,800.00	-40,954.51	8.6%
1-42200 · Office supply & expenses	1,427.53	10,800.00	-9,372.47	13.2%
1-42300 · Paramedics	0.00	10,000.00	-10,000.00	0.0%
1-42400 · Professional Services				
CEB Base Fee/400	0.00	4,000.00	-4,000.00	0.0%
1-42410 · Accountant Fees	0.00	18,000.00	-18,000.00	0.0%
1-42420 · Attorney	2,400.00	22,000.00	-19,600.00	10.9%
1-42430 · Auditor	0.00	9,000.00	-9,000.00	0.0%
1-42435 · Background Checks	117.25	560.00	-442.75	20.9%
1-42440 · Blueline Drug Testin	200.00	1,120.00	-920.00	17.9%
1-42441 · Blueline New Hlre Testing	180.00	700.00	-520.00	25.7%
1-42450 · Bond Trustee (Zions Bond)	0.00	2,000.00	-2,000.00	0.0%
1-42470 · Medical Advisor	1,800.00	10,800.00	-9,000.00	16.7%
1-42480 · Payroll Administration	960.00	10,200.00	-9,240.00	9.4%
Total 1-42400 · Professional Services	5,657.25	78,380.00	-72,722.75	7.2%

North Davis Fire District
Profit & Loss Budget vs. Actual
July 2022 through June 2023

	Jul '22 - Jun...	Budget	\$ Over Bud...	% of Budget
1-42500 · Retirement	41,921.10	436,054.00	-394,132.90	9.6%
1-42700 · Special Department Allowance	938.78	24,410.00	-23,471.22	3.8%
1-42800 · Subscriptions, Memberships	30,171.84	50,325.00	-20,153.16	60.0%
1-43000 · Travel and Training	6,999.13	55,689.00	-48,689.87	12.6%
1-43200 · Utilities (Gas,Power,Phones)	5,309.95	74,798.00	-69,488.05	7.1%
1-43300 · Vehicle Maintenance	52,753.01	115,150.00	-62,396.99	45.8%
1-43400 · Workmans Comp	14,375.76	68,152.00	-53,776.24	21.1%
1-45500 · Impact Fee Reserves	0.00	50,000.00	-50,000.00	0.0%
1-48000 · Transfer to Debt Service	0.00	485,594.00	-485,594.00	0.0%
Total Expense	735,598.99	6,368,295.22	-5,632,696.23	11.6%
Net Ordinary Income	-417,073.34	902.78	-417,976.12	-46,198.8%
Other Income/Expense				
Other Income				
Capital Projects Inc 3				
Use of Fund Balance	0.00	168,338.00	-168,338.00	0.0%
3-36100 · Interest Income	0.00	1,361.00	-1,361.00	0.0%
3-39200 · Gain on Sale of Assets	0.00	15,000.00	-15,000.00	0.0%
Total Capital Projects Inc 3	0.00	184,699.00	-184,699.00	0.0%
Debt Service Inc 2				
2-39100 · Transfers In Debt Service	0.00	485,594.00	-485,594.00	0.0%
Total Debt Service Inc 2	0.00	485,594.00	-485,594.00	0.0%
Total Other Income	0.00	670,293.00	-670,293.00	0.0%
Other Expense				
Debt Service Exp 2				
2-45100 · Interest Expense	0.00	305,594.00	-305,594.00	0.0%
2-45200 · Principal	0.00	180,000.00	-180,000.00	0.0%
Total Debt Service Exp 2	0.00	485,594.00	-485,594.00	0.0%
Local Building Authority Exp 4				
4-46300 · Construction of Station 42				
4-46320 · Soft Costs	394.21	415,000.00	-414,605.79	0.1%
4-46330 · Professional Fees	0.00	250,000.00	-250,000.00	0.0%
4-46350 · Temporary Relocation	1,700.00	40,000.00	-38,300.00	4.3%
4-46300 · Construction of Station 42 - Other	0.00	8,455,000.00	-8,455,000.00	0.0%
Total 4-46300 · Construction of Station 42	2,094.21	9,160,000.00	-9,157,905.79	0.0%
Total Local Building Authority Exp 4	2,094.21	9,160,000.00	-9,157,905.79	0.0%
3-44100 · Capital Projects Exp 3				
3-44200 · Equipment	30,678.16	184,699.00	-154,020.84	16.6%
3-44100 · Capital Projects Exp 3 - Other	0.00	0.00	0.00	0.0%
Total 3-44100 · Capital Projects Exp 3	30,678.16	184,699.00	-154,020.84	16.6%
Total Other Expense	32,772.37	9,830,293.00	-9,797,520.63	0.3%
Net Other Income	-32,772.37	-9,160,000.00	9,127,227.63	0.4%
Net Income	-449,845.71	-9,159,097.22	8,709,251.51	4.9%

RESOLUTION NO. 2022R-08

A RESOLUTION AMENDING THE NORTH DAVIS FIRE DISTRICT POLICY MANUAL CONCERNING DRUG AND ALCOHOL TESTING AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, The Administration of the North Davis Fire District has reviewed the District's Drug and Alcohol Testing Policy and is recommending changes to policies and procedures

WHEREAS, The Board of Trustees of the North Davis Fire District has reviewed the Administration's recommended changes and desires to amend Chapter 800; Section 812 of the North Davis Fire Department Policy Manual as delineated in Exhibit "A" which is attached hereto; and

WHEREAS, the Board of Trustees finds that it is in the best interest of the North Davis Fire District to amend Chapter 800; Personal Conduct of the North Davis Fire District Policy Manual as provided for in Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE NORTH DAVIS FIRE DISTRICT, that the North Davis Fire District Policy Chapter 800; Section 812 of the North Davis Fire Department Policy Manual be amended as provided for in Exhibit "A" which is attached hereto and incorporated herein, and that this Resolution shall become effective immediately upon passage and adoption.

PASSED AND ADOPTED by the Board of Trustees of the North Davis Fire District this 18th day of August 2022.

NORTH DAVIS FIRE DISTRICT
Board of Trustees

By: _____
NIKE PETERSON, Chair

ATTEST:

MISTY ROGERS, Clerk of the Board

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**NORTH DAVIS FIRE DISTRICT,
NON-DOT DRUG AND ALCOHOL TESTING POLICY**

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Policy

The purpose of this policy is to convey to all current and prospective employees of the North Davis Fire District a “zero-tolerance” policy on alcohol and drug use in the workplace and to provide guidelines for the implementation and management of a drug and alcohol testing program for the district. This policy is intended to provide a safer and more efficient workforce by avoiding the negative circumstances created by employee drug and alcohol use. These policies and procedures are not intended to create or alter any existing employment status or contract, written or verbal, between the North Davis Fire District and its employees or job applicants. The provisions of this policy are intended and shall be interpreted to be in accordance with the Utah Local Governmental Entity Drug-Free Workplace Act, as set forth in *Utah Code Ann. §§ 34-41-101, et seq.*, as amended.

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General Policy

Alcohol or drug use can impair an employee's ability to perform the functions of the job, increase accidents, absenteeism, and sub-standard performance, create poor employee morale, and/or undermine public confidence in the district's workforce safely and effectively. It is the policy of the district to employ a workforce and create a workplace free from the adverse effects of alcohol and drug use. To accomplish this, North Davis Fire District has developed a “zero-tolerance” substance abuse policy for all current and prospective employees as more particularly set forth in this policy. This policy shall be distributed to employees and made available for review by prospective employees.

Applicability

This Non-DOT Drug and Alcohol Testing Policy shall apply to all district employees and prospective employees, including those District employees or prospective employees who are required to comply with the DOT Drug and Alcohol Testing Policy as set forth in State Statute, to the extent not otherwise covered therein. In the event of a conflict between the two policies, the DOT Drug and Alcohol Policy shall control DOT employees as defined State Statute.

Definitions

As used herein, the following words shall have the meanings set forth below:

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(a) Actual Knowledge. “Actual Knowledge” means actual knowledge by an employer that an employee has used a controlled substance and/or alcohol based on the employer’s direct observation of the employee or an employee’s admission of alcohol and/or controlled substance use. Direct observation as used in this definition means observation of alcohol or controlled substance use and does not include observation of employee behavior or physical characteristics sufficient to warrant reasonable suspicion testing.

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(b) Adulterated Test Result. “Adulterated Test Result” means a specimen that contains a substance that is not expected to be present in human urine or contains a substance expected to be present but is at a concentration so high that it is not consistent with human urine.

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(c) Alcohol. “Alcohol” means the intoxicating agent in beverage alcohol (ethyl alcohol) or other low molecular weight alcohols including methyl and isopropyl alcohol.

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(d) Alcohol Use. “Alcohol Use” means the drinking or swallowing of any beverage, liquid mixture,

or preparation (including any medication) containing alcohol.

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(e) Alcohol Testing. "Alcohol Testing" means to be tested by a certified breath-alcohol technician, using an approved breath alcohol test device or an approved initial screening device, as more particularly set forth in this policy. Blood and urine alcohol testing may also be used at the discretion of the district when breath alcohol testing is not available.

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(f) Controlled Substance or Drugs. "Controlled Substance" or "Drugs" means any substance, and its metabolite, recognized as a drug in the United States Pharmacopoeia, the National Formulary, the Homeopathic Pharmacopoeia, or other recognized drug compendia, or supplement to such compendia, including Title 58, Chapter 37 of the Utah Code Annotated (Utah Controlled Substances Act), and any prescribed medication or controlled substance including those assigned by 21 USC 802 and includes all substances listed on Schedule I through Schedule V, as they may be revised from time to time (21 CFR 1308), including but not limited to:

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- (1) Marijuana
- (2) Cocaine
- (3) Amphetamines
- (4) Benzodiazepines
- (5) Barbiturates
- (6) Opiates and other narcotics
- (7) Phencyclidine (PCP) and other hallucinogens

(g) Drug Testing. "Drug Testing" means the scientific analysis of the presence of drugs or their metabolites in specimens from the human body, as more particularly set forth in this policy.

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(h) Employee. "Employee" means any person employed by the Fire District for compensation.

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(i) Medical Review Officer (MRO). "Medical Review Officer" or "MRO" means a licensed physician with knowledge of drug abuse disorders used by North Davis Fire District to determine and verify if a legitimate or medical explanation exists for a positive, adulterated, substituted, or invalid drug test result.

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(j) Non-Negative Drug Test Result. "Non-Negative Drug Test Result" means any drug test result other than a negative test result, including, but not limited to adulterated, substituted, diluted, or invalid drug test results.

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(k) On-Duty. "On-Duty" means all working hours, including meals or break periods, regardless of whether the employee is on Fire District property, and at any time the employee represents North Davis Fire District in any capacity, including operating District equipment or vehicles.

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(l) Positive Alcohol Test. "Positive Alcohol Test" means test levels on both the initial and confirmation tests that are 0.04 percent or greater (0.04 gm/210 liters of breath or 0.04 gm/deciliter of blood or 0.04 gm/dl of urine).

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(m) Positive Drug Test. "Positive Drug Test" means drug test levels on both the screening test and the confirmation test that are at or above the level recognized as positive by the US Department of Health and Human Services in its Mandatory Guidelines for Federal Workplace Drug Testing

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Programs or the standard cutoff levels set by the laboratory and the MRO has verified the test result as positive.

(n) Prospective Employee. "Prospective Employee" means any person who has made a written or oral application for employment with the district and who has been selected as a final applicant for such employment.

(o) Refusal to Submit. "Refusal to Submit" means that the employee: (1) fails to provide adequate breath for alcohol testing as required herein without a valid medical explanation after he or she has received notice of the requirement for breath testing; (2) fails to provide an adequate urine sample for controlled substances testing as required herein without a genuine inability to provide a specimen after he or she has received notice of the requirement for urine testing; or (3) engages in conduct that clearly obstructs the testing process.

(p) Safety Sensitive Position. "Safety Sensitive Position" means any position involving duties that directly affect the safety of government employees or the public, or positions where there is access to controlled substances as defined in Utah Code Annotated, Title 58, Chapter 37 (Utah Controlled Substances Act) during the course of performing job duties.

(q) Sample. "Sample" means any sample of urine, blood, breath, oral fluid, or hair for drug and/or alcohol screening.

(r) Substituted Test Result. "Substituted Test Result" means a specimen with creatinine and specific gravity values that are so diminished or divergent that they are not consistent with human urine.

(s) Use. "Use" means to illegally consume, sell, purchase, manufacture, distribute, be under the influence of, report to work under the influence of, or be in possession of drugs and/or alcohol. The term use shall also include the presence of drugs and/or alcohol in the body of an employee, including the presence as a metabolite, the use of a prescription drug without a valid prescription from a health care provider and not using a prescription drug as prescribed by the authorizing health care provider.

(t) Utah Local Governmental Entity Drug-Free Workplace Act. "Utah Local Governmental Entity Drug-Free Workplace Act" means the Drug-Free Workplace Act set forth at Utah Code Ann. §§ 34-41-101, et seq., as amended.

A. Regulations

No employee of the North Davis Fire District may possess, sell or be under the influence of any drugs or alcohol while on duty, when conducting district business, or while on district premises, as shown by the presence of such substances or their metabolites in the employee's system. The following activities are examples of activities that are strictly prohibited for all Fire District employees:

(a) Working while under the influence of a controlled substance or alcohol unless the substance is legally prescribed and used in accordance with the terms of this policy.

(b) Selling, using, purchasing, manufacturing, or possessing an illegal controlled substance or drug paraphernalia while on North Davis Fire District time, while conducting North Davis Fire District

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business, while on North Davis Fire District property, or while using District vehicles or equipment.

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(c) Selling, using, purchasing, manufacturing, or possessing an illegal controlled substance or drug paraphernalia when not at work.

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(d) Selling, using, purchasing, manufacturing, or possessing an illegal controlled substance, including prescription medications which are considered controlled substances, unless the prescription medication is legally prescribed to the employee and has been taken as prescribed.

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(e) Operating any vehicle or machinery while under the influence of any drug, including prescription or over-the-counter medications which render the employee incapable of safely and adequately operating a vehicle, machinery, or performing any other job duties.

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(f) Using alcohol, in any form, while on North Davis Fire District time or business, or to report to work under the influence of alcohol. An employee is considered to be in violation of this policy if they report to work with a blood alcohol level (as determined by a breath alcohol (BAC) test) greater than or equal to 0.04.

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(g) Consuming or using alcohol in any form, four (4) hours prior to a scheduled work period, or while "on-call."

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(h) Refusing to submit a specimen for controlled substances or alcohol testing.

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(i) Having positive drug and/or alcohol test results.

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(j) Tampering with, substituting, or adulterating any specimen collected for drug and/or alcohol testing. Any sample reported by the laboratory or MRO as "substituted" or "adulterated" will be considered a "refusal to test" or a refusal to submit a valid sample.

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(k) Obstructing or not fully cooperating with specimen collection or testing procedures.

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(l) Failing to report the legal use of prescription and/or over-the-counter medications that could adversely render the employee incapable of operating a vehicle, machinery, and performing job duties.

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(m) For a North Davis Fire District supervisor to allow an employee to work if they have actual knowledge that the employee has violated this policy or has reasonable suspicion to believe that an employee may be impaired by drugs and/or alcohol.

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B. Zero-Tolerance

If it is determined that an employee tests positive for use of controlled substances and/or alcohol, abuses prescribed drugs, refuses to provide a sample, knowingly supplies excess fluids (diluted), substituted or adulterated sample, or otherwise violates the terms and provisions of this policy, that employee shall be subject to disciplinary action, up to and including termination. Any disciplinary action taken for violations of this policy shall comply with the disciplinary action procedures, as applicable, set forth in Chapter 809 of these Policies and Procedures.

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C. Voluntary Rehabilitation

Employees seeking assistance with overcoming drug or alcohol abuse before they are selected and tested for drug and/or alcohol testing and before it interferes with job performance may contact their supervisor, department head, or the Human Resources Manager for information about counseling and rehabilitation programs. Employees having a drug or alcohol problem are strongly encouraged to seek help. The Human Resources Manager may aid in referring employees to appropriate rehabilitation programs. This assistance, however, does not financially obligate the district for the costs associated with rehabilitation. Rehabilitation is the employee's responsibility. The district will allow employees who seek voluntary assistance for alcohol and drug problems to first utilize their accrued sick leave and then their accrued annual leave for rehabilitation. Leave without pay may be requested by the employee and will be considered on an individual case basis. If the FMLA does not apply, an employee's position may be held open for a reasonable period up to a maximum of thirty (30) days for voluntary rehabilitation upon approval by the District Fire Chief. Employees returning to work after treatment must first provide the district with a certification from a reputable substance abuse program that the employee is sober, and has successfully completed the treatment program, and has the potential for a full recovery. A licensed professional medical practitioner that specializes in substance abuse must sign this certification. The employee must also, as a condition of returning to work, agree to follow-up rehabilitation drug and/or alcohol testing and sign a return-to-work agreement. Follow-up rehabilitation testing will be required for a period of not less than six (6) months and not more than one (1) year after completion of the employee's substance abuse treatment program. The date and time of any required follow-up rehabilitation drug and/or alcohol testing will be unannounced and conducted on a random basis. Voluntary notification and enrollment in a rehabilitation program shall only prevent disciplinary action for previous drug or alcohol use that was unknown to the district and shall not prevent the District from testing or taking disciplinary action against an employee who subsequently violates this policy.

D. Prescription and Over-the-Counter Drugs

Prescribed and over-the-counter drugs and the necessary instrumentalities of administration brought on District premises may only be used by the person for whom they are prescribed and taken as directed so long as the use of such drugs does not adversely affect the safety of the work environment or significantly impede the performance of essential job functions. There are various prescription and over-the-counter drugs that may adversely affect the safety of the work environment.

Examples include, but are not limited to, pain relievers that contain opiates, medical marijuana, and muscle relaxants. It is the employee's responsibility to be informed about the effects of prescription and over-the-counter drugs they are taking by reading the information that accompanies the drug, including any information provided by the pharmacist, consulting with their physician, and accessing and utilizing other sources of information available to the employee, and acting accordingly.

Any employee who chooses or is medically required to use prescribed or over-the-counter medications that may adversely affect the safety of the work environment shall immediately notify his or her department head of the type of medication and time period over which said medications will be taken. The Fire Chief will make a determination of any restrictions to be placed on the employee after appropriate confidential consultation with the Human Resources Manager, the District's Attorney's Office, and/or medical professionals. A written statement from the employee's physician may be required regarding whether the physician is of the opinion that the employee can safely work or perform his or her job duties while taking the prescribed drug.

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Any employee who chooses or is medically required to use a prescribed or over-the-counter medication outside of the workplace must ensure that: (1) they use the medication as prescribed, (2) at least 12 hours have passed since the medication was used, and (3) the impairing effects have ended prior to reporting for work. For purposes of this policy, medications used as prescribed, which do not constitute a safety concern, shall not be considered a violation of this policy.

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E. Testing Required

In accordance with the provisions of this policy, all prospective and current employees shall be subject to drug and alcohol testing as a condition of hiring and continued employment with the district. Failure to comply with this policy shall result in the district refusing to hire a prospective employee or disciplinary action against current employees as set forth in Section 812 (B), regarding the district's zero-tolerance policy. All drug testing shall consist of a CRL nine (9) panel plus a narcotics drug screen to set for the presence of controlled substances. All testing shall be based on and under the circumstances set forth in Section 812 (F), regarding the basis for testing.

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F. Basis for Testing

Prospective and current employees shall be subject to testing for the presence of drugs and/or their metabolites and alcohol by the district in accordance with the provisions of this policy as a condition of hiring and continued employment for any of the following reasons under the following circumstances.

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(a) Pre-Employment. All prospective employees, upon acceptance of a conditional offer of employment with the district, shall be required to submit to a pre-employment drug test at the facility designated by the North Davis Fire District. Pre-employment tests will be conducted on prospective employees on their own time, meaning that prospective employees will not be paid for the time they spend participating in pre-employment testing required by NDFD. All pre-employment drug testing will be conducted at the third-party administrator's facility and prospective employees are responsible for their transportation to and from the collection facility. Refusal to consent to a pre-employment drug test will terminate further action towards employment. A positive, adulterated, or substituted test result will also terminate further action towards employment with NDFD. Only those prospective employees whose pre-employment drug test results are negative will be considered for further action towards employment.

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(b) Reasonable Suspicion. Employees acting in a manner that raises reasonable suspicion that the employee has improperly used or reported to work under the influence of drugs or alcohol shall be subject to drug and alcohol testing which may include standardized field sobriety testing and drug recognition expert (DRE) examination. "Reasonable suspicion" shall be determined by the supervising agent and shall mean an articulated belief based upon recorded facts and reasonable inferences drawn from those facts that the employee is in violation of this policy. Reasonable suspicion drug and/or alcohol testing will be required when there is any of the following: observable phenomena (actual use, possession, odors, etc.); abnormal behavior or physical characteristics; or a drug-related investigation, arrest, or conviction or any investigation of theft.

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(1) In the event that reasonable suspicion testing is warranted, it is the responsibility of an agent of the North Davis Fire District to transport the employee being tested to and from the testing facility. In most cases, either the Designated Employee Representative (DER) or the employee's supervisor will be responsible for transporting the employee.

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(2) Before requiring reasonable suspicion testing, the employee’s supervisor or the person requesting the reasonable suspicion testing shall complete the “Observed Behavior-Reasonable Cause Record”. It is essential that this form be completed before the employee is required to submit to testing in order to properly document the circumstances leading up to the testing referral.

(3) Any employee who is required to submit to reasonable suspicion testing will be removed from any safety-sensitive functions and placed on alternative duty, if necessary, or placed on paid administrative leave until the results of the drug and/or alcohol test can be verified. If the test result(s) are negative, the employee will be able to return to work upon receipt of the test result(s). If the test results are positive, the employee will be subject to termination as provided herein.

(4) If an employee refuses to submit to reasonable suspicion testing or attempts to leave any North Davis Fire District premises and is impaired, in the opinion of a trained supervisor, to the extent that he/she would present a danger to either him/herself or others, local law enforcement should be contacted immediately by the supervisor.

(5) In an effort to ensure that supervisors are knowledgeable about the symptoms of drug and/or alcohol use, training on symptom recognition will be held for all district employees in supervisory positions and only those persons who have attended the training will be qualified to require reasonable suspicion testing. Records regarding training attendance will be kept for a minimum of three (3) years after the date of the training.

(c) Random Testing. Employees in safety-sensitive or executive positions shall be subject to unannounced random controlled substance, drug and alcohol testing. Safety-sensitive position means any local governmental position involving duties which directly affects the safety of governmental employees, the general public, or positions where there is access to controlled substances during the course of performing job duties. The percentage of employees tested shall be determined by the Fire Chief. Safety-sensitive positions and executive staff positions will be pooled for test selection. Test selection will be made in a random manner on a monthly basis by the District’s Designated Facility for Random Testing. All individuals will be required to go to a collection site for drug and alcohol testing. No advance warning will be given to employees regarding the date and time of the random test.

(d) Post-Accidents.

1) Employees involved in any work-related accident involving the following are required to submit to post-accident drug and alcohol testing:

- a) A vehicle in motion operated by a district employee.
- b) Any accident or incident of such a nature that there is a reasonable possibility that impairment due to drug or alcohol use could be a contributing factor, for the following incidents:

- 1) Injury to any person requiring medical treatment by a healthcare provider; or
- 2) Property damage, other than to district vehicles.

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2) Off-duty employees involved in motor vehicle accidents involving NDFD vehicles will also be subject to post-accident drug and alcohol testing as directed above.

3) Procedure.

(a) Post-accident drug and alcohol tests must be conducted within immediately following; but no longer than eight (8) hours after the accident and/or incident. If these time limits have passed, the district should cease attempts to collect the sample.

(b) In the event that post-accident drug and alcohol testing is warranted, it is the employee's supervisor's responsibility or an agent of the North Davis Fire District or emergency personnel to transport the

employee being tested to and from the testing facility. In most cases, it is the employee's supervisor's responsibility to ensure the employee is transported. The testing facility to use during business hours (8AM-5PM) is the Layton WorkMed. If the accident occurred after business hours, the supervisor shall use Davis Hospital for drug and alcohol testing to be done. If necessary, and at the Chief's discretion, the North Davis Fire District retains the right to select and use a certified testing facility not listed within this policy.

(c) Any employee who is required to submit to post-accident drug and alcohol testing will be removed from any safety-sensitive functions and placed on alternative duty, as necessary, or placed on paid administrative leave until the results of the drug and alcohol tests can be verified. If the test results are negative, the employee will be able to return to work upon receipt of the test results. If the test results are positive or non-negative, the employee will be subject to termination as provided herein.

(e) Pre-Announced Periodic. Employees may be subject to pre-selected and pre-announced drug and alcohol testing as a condition of continued employment conducted on a regular schedule.

(f) Rehabilitation. Employees in any rehabilitation program shall be subject to drug and alcohol testing in accordance with the program requirements or as part of a return-to-work requirement after treatment or program participation. Rehabilitation testing means unannounced but pre-selected drug or alcohol testing is done as part of a program of counseling, education, and treatment of an employee in conjunction with this policy.

(g) Compliance. Employees shall be subject to drug and alcohol testing when required by State or Federal law. See, DOT Drug and Alcohol Testing Policy regarding additional drug and alcohol testing requirements for employees subject to commercial driver's license requirements under the Omnibus Transportation Employees Testing Act and the Department of Transportation regulations enacted thereunder.

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G. Testing Procedures.

A licensed medical facility will conduct drug and alcohol screening.

(a) Samples. Prospective employees and current employees shall submit a split urine sample for drug testing or retesting as required herein. The urine sample shall be divided into two specimen bottles by the third-party entity in accordance with the Utah Governmental Entity Drug-Free Workplace Act. Alcohol testing will typically be done with an evidentiary breath testing device.

(b) Inadequate Samples. In the case of urine-based drug testing, a prospective employee who fails to provide an adequate quantity of urine for testing according to the third party's guidelines will no longer be considered for employment. If an employee fails to provide an adequate quantity of urine according to the third party's guidelines the third-party administrator will notify the MRO to determine pertinent information concerning whether the individual's inability to provide a specimen is genuine or constitutes a refusal to test. Upon completion of the examination, the MRO will report their conclusions to the North Davis Fire District Human Resource Director in writing. If the District or the collector has reasonable cause to believe that the donor of the sample has tampered with their sample, a new sample will be immediately collected.

(c) Testing. Sample drug testing shall conform to scientifically accepted analytical methods and procedures and shall be conducted in accordance with the Utah Local Governmental Entity Drug-Free Workplace Act by an independent laboratory certified for employment drug testing by either the Substance Abuse and Mental Health Services Administration or the College of American Pathology. The district has designated Intermountain WorkMed as the district's third-party administrator to assist in setting up and administering the drug and alcohol testing program set forth herein.

(d) Dilute Specimens. Specimens that the laboratory reports as dilute, meaning specific gravity less than 1.003 and creatinine levels less than 20 mg/dL, may be considered invalid and the employee/applicant will be required to give a second specimen. The second specimen will be considered the result.

(e) Invalid Specimens. If NDFD receives a test result that is determined to be invalid, the employee will be immediately retested. The employee will be given no notification of the need to retest. No action will be taken regarding the first test result and the results of the second test will be considered final. A second "invalid" test result will be treated as a positive test result.

(f) Time. Any drug or alcohol testing required by the NDFD under this policy shall occur during or immediately after the regular work period for current employees and shall be deemed work time for purposes of compensation and benefits for current employees.

(g) Costs. Except as otherwise provided, the NDFD shall pay all costs of sample collection and testing required herein, including the cost of transporting current employees to the testing site if the testing is conducted at a place other than the work site.

(h) Disclaimer. A physician/patient relationship is not created between a prospective or current employee and the district or any person performing the test, solely by this policy and the procedures set forth herein.

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- (a) Positive. Positive test results shall refer to those test results that meet or exceed the standard permissible levels of the substance in the body as defined and set forth in this policy, the Federal DOT Rules and Regulations if addressed therein, or by standards adopted by the State of Utah if not addressed by the Federal DOT Rules and Regulations.
- (b) MRO. It is the policy of NDFD that all positive or non-negative drug test results be immediately referred to an MRO to verify the positive or non-negative result. In the case of a positive, adulterated, substituted, or invalid test result, the employee or prospective employee shall be so advised by the MRO by telephone on a confidential basis prior to the reporting of the results to the designated employer representative. The employee shall have the right to discuss and explain the results, including the right to advise the MRO of any prescription or over-the-counter medication or other substance consumed which may have affected the results of the test. The MRO shall also review the chain-of-custody documentation to ensure compliance with normal chain-of-custody procedures. If the MRO can verify a legitimate explanation, the MRO would then reverse the test result to negative and report it as negative to the employer. The MRO can report a positive or non-negative test to the employer, without interviewing the employee/applicant, if: an individual has expressly declined the opportunity to discuss the test result with the MRO; the employer has successfully made and documented contact with the employee and instructed the employee to contact the MRO and more than 72 hours have passed since the time the employer contacted the employee; or if neither the employer nor MRO, after making and documenting all reasonable efforts, has been able to contact the employee within ten (10) days of the date on which the MRO receives the confirmed test result from the laboratory. No MRO review will be done on positive breath or blood alcohol tests.
- (c) Notice. In addition to the MRO procedures set forth in Subsection (b), prospective and current employees shall be notified as soon as possible of any positive test results conducted in accordance with this policy by telephone or in writing at their last-known telephone number and address and told of his or her option to have the split urine sample tested as provided in Subsection (e).
- ~~(a)~~(d) Confirmation. Before the result of any test required herein may be used as a basis for action by the district, the positive test result shall be verified or confirmed using a gas chromatography-mass spectroscopy, or other comparably reliable analytical method.
- (e) Second Test Option. If the test results of the urine sample indicate the presence of drugs or their metabolites, the donor of the test shall have seventy-two (72) hours from the time he or she is notified of such results to request, at his or her option, to have the split urine sample testing performed. The cost of the second test shall be equally divided between the donor and the district, unless the second sample tests negative, in which case the district shall pay for the entire cost of the second test. In addition to the initial test results, the test results of the split urine sample shall be considered at any subsequent disciplinary hearing if the requirements of this policy have been complied with in the collection, handling, and testing of the samples.
- (f) Request for Report. An employee who has tested positive or non-negative shall have the right to request, in writing, from the district a copy of the laboratory and MRO report regarding the testing.

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H. Action

- (a) Referral. Any non-DOT employee who has a non-negative drug test or a positive breath alcohol test result will be immediately referred by the district DER to the Employee Assistance Program (EAP), a licensed substance abuse counselor (LSAC), or a Substance Abuse Professional (SAP) for an initial consultation. The North Davis Fire District will be responsible for the cost of the initial consultation. However, additional services provided to the employee by the SAP and/or LSAC will be at the expense of the employee.
- (b) Discipline or Refusal to Hire. The district may use confirmed positive test results or non-negative test results, or any refusal of a prospective or current employee to take the test, as a basis for disciplinary action up to and including termination of current employees and refusal to hire prospective employees. Any disciplinary action taken by the NDFD for violation of this policy shall be in accordance with the NDFD disciplinary procedures. Such procedures shall include any required pre-disciplinary hearing and appeal proceedings.
- (c) Rehabilitation. The district may also require that any employee rendering positive test results enroll in an NDFD-approved rehabilitation, treatment, or counseling program, which may include additional drug or alcohol testing, at the expense of the employee and as a condition of continued employment.

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I. Confidentiality and Access to Test Results

The use and disposition of all drug and alcohol testing results and records shall be considered confidential and are subject to the limitations of the Utah Government Records Access and Management Act and the Americans with Disabilities Act. To ensure that all drug and/or alcohol test results remain confidential, the third-party administrator and/or MRO for the NDFD drug testing program are only authorized to release test results to the North Davis Fire District DER. After being received by NDFDS, all drug and alcohol test results will be stored in confidential employee files (established for all NDFD employees) and will remain confidential to the extent required or allowed by law. The DER will determine which person(s) within the district need to know which test results. Test and other records will be maintained in a secure manner so that disclosure of confidential and/or medical information to unauthorized persons does not occur. Test results may be released in legal proceedings where the employee raises the issue of a drug test (i.e., unemployment hearing, wrongful termination, etc.). Test results can be released to persons representing North Davis Fire District (i.e., attorneys, workers compensation insurance adjusters, etc.). Employees, former employees, and prospective employees can request copies of their drug and/or alcohol test results by making a written request to the North Davis Fire District Human Resource Director.

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J. Notification of Conviction

Any investigation by law enforcement or conviction for controlled substance or alcohol activity may be cause for dismissal from employment. Failure of an employee to report any conviction for illegal drug use or alcohol misuse to their supervisor and/or the North Davis Fire District Human Resource Director within five (5) days of conviction may result in disciplinary action up to and including termination.

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K. Americans with Disabilities Act (ADA)

Alcoholism is considered a disability under the ADA. North Davis Fire District will make reasonable accommodations for current employees who suffer from alcoholism, including encouraging an employee to participate in rehabilitation programs. However, North Davis Fire District will hold an alcoholic employee to the same performance standards as other

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employees and will discipline an employee, up to and including termination, if the employee's alcohol use adversely affects the employee's job performance or is a safety hazard. An employee or prospective employee whose controlled substance or alcohol (except as modified by the ADA) tests are confirmed and verified positive in accordance with the provisions of this program shall not, by reason of those results alone, be defined as a person with a "handicap" or "disability" for the purposes of Utah Code Annotated Chapter 35, Title 34 (Utah Anti-Discriminatory Act) or the Federal Americans with Disabilities Act.

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L. Amendments.

The North Davis Fire District reserves the right to interpret, modify, and/or revise this policy in whole or in part. Nothing in this policy is to be construed as an employment contract nor does this alter an employee's employment status. This policy will be amended from time to time to comply with changes in Federal and State laws.

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Other observed actions or behavior (please specify): _____

Witnessed By:

Name (Printed): _____

Job Title: _____

Observation: _____

Signature: _____ Date: _____

Name (Printed): _____

Job Title: _____

Observation: _____

Signature: _____ Date: _____

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**DRUG AND ALCOHOL TESTING
CONSENT FORM**

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Date _____

Employee _____

Name of Supervisor Requesting Exam _____

Name of Supervisor Accompanying Employee _____

Medical Consent

I consent to pre-employment, random, accident, and reasonable suspicion drug and alcohol testing. I consent to the collection of breath/urine samples by an authorized breath alcohol technician and/or laboratory staff to determine the presence of alcohol and/or drugs, if any.

Authorization to Release Information

I authorize said laboratory to release any and all medical information obtained during this testing procedure to North Davis Fire District.

I understand that my alteration of this consent form; refusal to consent or cooperate fully with the collection of breath/urine samples; knowingly supplying an excess fluid (diluted), substituted, or adulterated sample; or my refusal to authorize release of information constitutes insubordination, violates the drug and alcohol testing policy, and may be grounds for discipline up to and including termination.

I also understand that a confirmed positive result on these tests may be grounds for termination.

Employee Signature _____ Date _____

Supervisor Signature _____ Date _____

EMPLOYEE NOTICE AND ACKNOWLEDGEMENT OF NORTH DAVIS FIRE DISTRICT
EMPLOYER TESTING REQUIREMENTS

Policy

The purpose of this policy is to convey to all current and prospective employees of the North Davis Fire District a “zero-tolerance” policy on alcohol and drug use in the workplace and to provide guidelines for the implementation and management of a drug and alcohol testing program for the district. This policy is intended to provide a safer and more efficient workforce by avoiding the negative circumstances created by employee drug and alcohol use. These policies and procedures are not intended to create or alter any existing employment status or contract, written or verbal, between the North Davis Fire District and its employees or job applicants. The provisions of this policy are intended and shall be interpreted to be in accordance with the Utah Local Governmental Entity Drug-Free Workplace Act, as set forth in *Utah Code Ann.* §§ 34-41-101, *et seq.*, as amended.

General Policy

Alcohol or drug use can impair an employee's ability to perform the functions of the job, increase accidents, absenteeism, and sub-standard performance, create poor employee morale, and/or undermine public confidence in the district's workforce safely and effectively. It is the policy of the district to employ a workforce and create a workplace free from the adverse effects of alcohol and drug use. To accomplish this, North Davis Fire District has developed a “zero-tolerance” substance abuse policy for all current and prospective employees as more particularly set forth in this policy. This policy shall be distributed to employees and made available for review by prospective employees.

Applicability

This Non-DOT Drug and Alcohol Testing Policy shall apply to all district employees and prospective employees, including those District employees or prospective employees who are required to comply with the DOT Drug and Alcohol Testing Policy as set forth in State Statute, to the extent not otherwise covered therein. In the event of a conflict between the two policies, the DOT Drug and Alcohol Policy shall control DOT employees as defined State Statute.

PART 1: NOTICE

This is to inform you that the North Davis Fire District conducts testing to identify job applicants and current employees when there is reasonable suspicion that employee may be abusing drugs and/or alcohol. The District will test all employees involved in an accident and will conduct random tests for employees involved in safety-sensitive functions.

- (1) A copy of the North Davis Fire Districts policy on this matter is either attached to this notice or will be given to you upon request.
- (2) You have the right to refuse to undergo testing. However, the consequences of refusal to undergo testing or a refusal to cooperate in testing by an applicant may result in the termination of the pre-employment selection process, and the consequences of refusal to undergo testing or a refusal to cooperate in the testing by an employee will result in disciplinary action up to and including discharge.
- (3) An applicant who fails a test will not be hired, and an employee who fails a test will be subject to disciplinary action up to and including discharge.

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(4) Remaining drug and/or alcohol-free and participation in the North Davis Fire District drug and/or alcohol testing program is a condition of continued employment.

PART II: ACKNOWLEDGEMENT

I acknowledge receipt and understanding of the above-written notice and agree to abide by the terms of the North Davis Fire District policy pertaining to drugs and alcohol. I acknowledge that North Davis Fire District, Non-Dot Drug and Alcohol Testing Policy is found within the North Davis Fire District Personnel Policy. I acknowledge that the North Davis Fire District Personnel Policy Manual is available for review in the administrative offices and the district's shared drive. I also acknowledge that if I have questions with regards to the North Davis Fire District, Non-Dot Drug and Alcohol Testing Policy the Fire Chief, Deputy Fire Chief, and Human Resource Coordinator should be contacted.

(Employee Signature)

(Employee Printed Name) (Date)

(Human Resource Signature) (Date)

IMPAIRED BEHAVIOR INCIDENT REPORT FORM

Use this checklist to describe the observed behavior that causes you to believe the employee's job performance may be impaired. Provide additional information in each comment section as necessary. Attach this form to the Testing Consent form. This checklist is to be kept confidential and should be placed in the employee's drug and alcohol testing file.

Name of employee: _____
Location of employee while impaired _____
Date and Time impairment first observed: Date _____ Time _____
Length of time impairment was observed _____
Was complaint made about the employee's impaired behavior Yes _____ No _____
Name of person who made complaint _____

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Checklist of Possible Behaviors

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- Physical mannerisms changed or unusual (staggering, gestures, posture)
Smell of alcohol, marijuana, or other controlled substance emanating from employee
Slurred, irregular or unusual speech patterns, red eyes, dilated pupils
Out of control displays of emotion
Possession of alcohol or drugs or admission of ingesting drugs or alcohol
Memory problems (difficulty recalling instructions, data, procedures), impaired judgment
Engaged in verbal or physical abusiveness
Excessive sweating or hand/foot tremor
Responsible for serious safety or security violation
Caused or involved in serious accident requiring medical attention
Caused a vehicle accident
Demanding, rigid, inflexible behavior(s)
Clearly refused to do assigned work (when mixed with other behaviors)
Made significant error(s)
Behavior which disrupted workflow
Interfered with or ignored established procedures
Complaints by co-workers or subordinates

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Describe Incident: _____

Comments or Statements of Employee Indicating Possible Impairment: _____

Employee's Explanation for Impairment: _____

Supervisor's/Witness's Statement _____ Date _____ Time _____

**DRUG AND ALCOHOL TESTING
CONSENT FORM**

Date _____

Employee _____

Name of Supervisor Requesting Exam _____

Name of Supervisor Accompanying Employee _____

Medical Consent

~~I consent to pre-employment, random, accident, and reasonable suspicion drug and alcohol testing; I consent to the collection of breath/urine samples by an authorized breath alcohol technician and/or laboratory staff to determine the presence of alcohol and/or drugs, if any.~~

Authorization to Release Information

~~I authorize said laboratory to release any and all medical information obtained during this testing procedure to North Davis Fire District.~~

~~I understand that my alteration of this consent form; refusal to consent or cooperate fully with the collection of breath/urine samples; knowingly supplying an excess fluids (diluted), substituted, or adulterated sample; or my refusal to authorize release of information constitutes insubordination, violates the drug and alcohol testing policy, and may be grounds for discipline up to and including termination.~~

~~I also understand that a confirmed positive result on these tests may be grounds for termination.~~

Employee Signature _____ Date _____

Supervisor Signature _____ Date _____

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**EMPLOYEE NOTICE AND ACKNOWLEDGEMENT OF NORTH DAVIS FIRE DISTRICT
EMPLOYER TESTING REQUIREMENTS**

PART I: NOTICE

This is to inform you that the North Davis Fire District conducts testing to identify job applicants and current employees when there is reasonable suspicion that employee may be abusing drugs and/or alcohol. The District will test all employees involved in an accident and will conduct random tests for employees involved in safety sensitive functions.

- (1) A copy of the North Davis Fire Districts policy on this matter is either attached to this notice or will be given to you upon request.
- (2) You have the right to refuse to undergo testing. However, the consequences of refusal to undergo testing or a refusal to cooperate in testing by an applicant may result in the termination of the pre-employment selection process, and the consequences of refusal to undergo testing or a refusal to cooperate in the testing by an employee will result in disciplinary action up to and including discharge.
- (3) An applicant who fails a test will not be hired, and an employee who fails a test will be subject to disciplinary action up to and including discharge.
- (4) Remaining drug and/or alcohol free and participation in the North Davis Fire District drug and/or alcohol testing program is a condition of continued employment.

PART II: ACKNOWLEDGEMENT

I acknowledge receipt and understanding of the above written notice and agree to abide by the terms of the North Davis Fire District policy pertaining to drugs and alcohol. I acknowledge that North Davis Fire District, Non-Dot Drug and Alcohol Testing Policy is found within the North Davis Fire District Personnel Policy. I acknowledge that the North Davis Fire District Personnel Policy Manual is available for review in the administrative offices and the district's shared drive. I also acknowledge that if I have questions with regards to the North Davis Fire District, Non-Dot Drug and Alcohol Testing Policy the Fire Chief, Deputy Fire Chief, and Human Resource Coordinator should be contacted.

(Employee Signature)

(Employee Printed Name) _____ (Date)

(Human Resource Signature) _____ (Date)

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DRUGS, NARCOTICS, AND ALCOHOL

Policy:

It is the policy of The North Davis Fire District to maintain a workplace that is free from the effects of drug and alcohol abuse. The District will not hire, subject to state or local law restrictions, alcohol or drug users whose current use of those substances prevents them from performing their jobs or who would constitute a direct threat to the property or safety of others. Whenever applicants for employment are to be tested for the presence of illegal drugs, they are to be informed in advance either verbally or in writing. Pre-employment testing of illegal drugs must be completed within 24 hours of job offer.

Procedure:

A. Prohibitions: This policy prohibits the following:

- (1) Employees are prohibited from the unauthorized use, possession, manufacture, distribution or sale of an illegal drug, controlled substance or drug paraphernalia at any time. Valid, currently prescribed and properly used prescription drugs, or properly used over the counter drugs are permitted as outlined below. (See Business Entertaining, Chapter 404.) In addition, the District prohibits employees or volunteers from using alcohol and controlled substances on or off district premises while on duty.
- (2) The unauthorized use, possession, manufacture, distribution, or sale of alcohol on the District premises, in District supplied vehicles, or during working hours, including lunch hour.
- (3) Storing any illegal drug, drug paraphernalia, or any controlled substance whose use is unauthorized, or any container of alcohol, in or on District property (including vehicles). Unopened containers of alcohol in a private vehicle parked on District property shall not be a violation of this policy.
- (4) Reporting to work, or working, while under the influence of illegal drugs or alcohol, or while impaired by lawfully prescribed substances.
- (5) Reporting to work, or working, with the presence of illegal drugs or alcohol in his/her body (as determined by a drug or alcohol test), including their presence as a drug metabolite, unless the drug is legally prescribed to the employee.
- (6) Failing to notify the employee or volunteer's department head, before beginning work, that the employee/volunteer is taking prescription or over the counter medications or drugs which may interfere with the safe and effective performance of his/her duties.
- (7) Refusing to immediately submit to an alcohol and drug test when requested, in

~~accordance with this policy or knowingly supplying an excessive fluid sample~~

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~~(diluted), substituted or adulterated sample, or a temperature out of range sample.
That test result or refusal will be the basis for not hiring a prospective employee/volunteer and taking disciplinary action up to and including termination against a current employee/volunteer.~~

~~(8) Failing to provide, by the next work day following a request from the Fire Chief, Deputy Fire Chief, Human Resource Coordinator, or in his/her absence a designee, a valid, current prescription for any drug or medication identified when the results of a drug test are positive.~~

~~(9) Taking prescription drugs that are not in the employee/volunteer's name.~~

~~(10) Refusing to submit to an inspection as described in the Enforcement section when requested by a supervisor, in accordance with this policy.~~

~~(11) Failing to adhere to the requirements of any drug or alcohol treatment program in which the employee is enrolled as a condition of continued employment or pursuant to a written agreement between the District and the employee.~~

~~(12) Violating any criminal drug or alcohol statute while working. Conviction under any criminal drug statute.~~

~~(13) Failing to notify an employee/volunteer's supervisor and District Fire Chief or in his/her absence a designee of any arrest or conviction under any criminal drug or alcohol statute by the next workday following the arrest and/or conviction. Conviction for the unlawful sale, purchase, possession, transfer, or use of controlled substances by an employee/volunteer at any time or place is prohibited.~~

~~(14) A confirmed presence of any illegal drug, alcohol (equal to or greater than .02) or legal drug where there is not a reasonable explanation or proof provided.~~

~~B. Voluntary Rehabilitation. Employees seeking assistance with overcoming drug or alcohol abuse before they are selected and tested for drug and/or alcohol testing and before it interferes with job performance may contact their Battalion Chief, Fire Chief or the Resources Director for information about counseling and rehabilitation programs. The Human Resource Coordinator may provide assistance in referring employees to appropriate rehabilitation programs. This assistance does not financially obligate the District for the costs associated with rehabilitation. Rehabilitation is the sole responsibility of the employee.~~

~~The District will allow employees who seek voluntary assistance for alcohol and drug problems to use their accrued sick or vacation leave for treatment rehabilitation purposes. Leave without pay may be requested by the employee and will be considered on an~~

individual case basis. (See Leaves of Absence, Chapter 702.) A determination will be
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~~made if the requested leave qualifies for Family Medical Leave Act. If the FMLA does not apply, an employee's position may be held open up to a maximum of thirty (30) days for voluntary rehabilitation upon approval by the Fire Chief.~~

~~Employees returning to employment after treatment must first provide the District with a certification from a reputable substance abuse program that the employee has successfully completed the treatment program and has the potential for full recovery. A licensed professional medical practitioner that specializes in substance abuse must sign this certification. The employee must agree to follow up drug and/or alcohol testing and sign a return to work agreement. They must also provide a negative drug and alcohol test.~~

~~C. Administrations Responsibility for Enforcement. Fire Chief, Deputy Fire Chief, Battalion Chief and Human Resource Coordinator or in his/her absence a designee shall be responsible for enforcement of this policy. The District will periodically provide training for administration, Fire Chief, Deputy Fire Chief, Battalion Chiefs and supervisors to help them recognize the physical, behavioral, and performance indicators of probable drug use that give rise to a reasonable suspicion of drugs and/or alcohol use and the proper application of the procedures to follow.~~

~~D. Fire Board Enforcement: When there is a reasonable, individualized suspicion to believe that the Fire Chiefs job performance may be impaired by drugs, alcohol, or narcotics, two Board Members designated by the Chairman and the Human Resource Coordinator will follow procedures for all employees as outlined set forth within this policy.~~

~~E. Enforcement. When there is a reasonable, individualized suspicion to believe that an employee/volunteer's job performance may be impaired by drugs or alcohol, the Fire Chief, Deputy Fire Chief, Battalion Chief, and/or the Human Resource Coordinator or in his/her absence a designee may:~~

- ~~1. Direct the employee/volunteer to submit to a drug/alcohol test;~~
- ~~2. Search, with or without employee/volunteer's consent, all areas of the District premises, parking lots, equipment, toolboxes, lockers, vehicles, etc., to expose the concealment of any drugs or alcohol, and to seize any such substances.~~

~~F. Use of Prescribed and Over the Counter Drugs. Doctor prescribed and over the counter drugs, and the necessary instrumentalities of administration brought on District premises, may only be used by the person for whom they are prescribed and taken as directed. The use of prescribed and over the counter drugs must not adversely affect the safety of the work environment or significantly impede performance of job functions.~~

~~Various prescription and over the counter drugs may adversely affect the safety of the work environment. Examples include, but are not limited to, pain relievers that contain opiates, and muscle relaxants. It is the employee/volunteer's responsibility to be informed~~

~~about the effects of all prescription and over the counter drugs they are taking and then act~~
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~~accordingly. They should consult with their physician, read the information that accompanies the drug, including any information provided by the pharmacist, and assess and utilize other sources of information available to them.~~

~~Any employee/volunteer who chooses or is medically required to ingest prescribed or over the counter medications that may adversely affect the safety of the work environment, shall immediately notify their Battalion Chief, the Deputy Fire Chief, Fire Chief or in his/her absence a designee of the type of medication and time period over which said medications will be taken.~~

~~The Battalion Chief and Deputy Fire Chief or in his/her absence a designee will make a determination of any restrictions to be placed on the employee/volunteer after appropriate confidential consultation with the Human Resource Coordinator, or in his/her absence a medical advisor.~~

~~Medications used as prescribed, which do not constitute a safety concern, shall not be considered a violation of this policy.~~

~~DRUG AND ALCOHOL TESTING CIRCUMSTANCES~~

~~It is the policy of the District to test employees and prospective employees, volunteers and prospective volunteers for the presence of drugs and/or alcohol, according to the provisions set forth below, as a condition of hire or continued employment. The District shall consider as "negative," all lab positive drug and alcohol test results with a medically sufficient explanation as determined in the sole, but reasonable, discretion of the Fire Chief. All controlled substance testing shall be done using the split sample method, and all analysis shall be performed by a certified laboratory. The District has the right to select the testing laboratory. The District shall arrange drug and/or alcohol testing in the following circumstances:~~

- ~~A. Pre Employment All prospective employees/volunteers shall be tested for drug and/or alcohol usage prior to being placed for employment. The test will be administered within 24 hours after a conditional offer of employment has been made and prior to the employment starting date. A copy of this policy shall be available from the Human Resource Coordinator for review by job applicants and volunteers. (Personnel Policy Manual, Chapter 206)~~
- ~~B. Reasonable Suspicion (For Cause) "Reasonable Suspicion" is a belief based on objective facts sufficient to lead a reasonable person to suspect that an employee or volunteer is under the influence of drugs or alcohol so that the employee's or volunteer's ability to perform the functions of the job is impaired or that the employee/volunteer's ability to perform his/her job safely is reduced. For example, any of the following, alone or in combination;~~

~~may constitute reasonable suspicion:~~

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- ~~1. Slurred speech, red eyes, dilated pupils;~~
- ~~2. Irregular or unusual speech patterns;~~
- ~~3. Impaired judgment;~~
- ~~4. Smell of alcohol, marijuana, or other controlled substance emanating from the employee or volunteers' person;~~
- ~~5. Uncoordinated walking or movement;~~
- ~~6. Unusual or irregular behavior such as inattentiveness, listlessness, hyperactivity, hostility or aggressiveness; or~~
- ~~7. Possession of alcohol or drugs.~~

~~The supervisor, Battalion Chief, Deputy Fire Chief, Fire Chief or in his/her absence a designee and/or the Human Resource Coordinator shall directly observe the employee/volunteer's behavior or appearance and document in writing on the Impaired Behavior Incident Report Form the facts constituting reasonable suspicion. When circumstances permit, a second person shall also observe the employee/volunteer to verify that there is a reasonable basis to believe that drug or alcohol impairment may be present. If possible, the Battalion Chief, Deputy Fire Chief, Fire Chief or in his/her absence a designee and/or Human Resource Coordinator shall question the employee/volunteer with regard to the situation. When a determination is made that an employee/volunteer may be impaired because of drug or alcohol use, the employee/volunteer shall be relieved of his/her duties, but will be required to remain at the worksite until drug or alcohol testing is authorized.~~

~~The supervisor and Battalion Chief, or in his/her absence a designee shall immediately notify the Deputy Fire Chief, Fire Chief and Human Resource Coordinator. The Human Resource Coordinator will review the matter with the Fire Chief, Deputy Fire Chief and/or the Districts Attorney prior to authorizing testing.~~

~~The Deputy Fire Chief, Fire Chief, Battalion Chiefs, and Human Resource Coordinator or in his/her absence a designee has a duty to act when they have reasonable suspicion that an employee or volunteer has a controlled substance or alcohol problem.~~

- ~~C. Post Accident Testing All accidents must be reported as soon as possible by the employee/volunteer to his/her supervisor and a determination will be made if the accident is a "testable accident" (see Personnel Policy Manual, 402, 602) as defined below. If it is determined that the accident is a testable accident, drug testing must occur no later than 32 hours after the accident or within 32 hours of notification of the accident. If alcohol use is suspected, alcohol testing should occur within two (2) hours, but in no case later than eight (8) hours after the accident.~~

~~To arrange for post-accident testing, the Battalion Chief or supervisor or in his/her absence a designee shall notify the Human Resource Coordinator if the accident occurs during normal working hours, or the District's Designated Facility if the accident occurs after~~

~~hours. If the accident occurs during normal working hours, the Battalion Chief, Deputy~~
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~~Fire Chief, or in his/her absence a designee will drive the employee or volunteer to the designated testing facility.~~

~~The employee or volunteer will not be permitted to perform safety sensitive duties following post accident testing until the District receives a negative test result. The employee will continue to be paid in the same way they would have been paid prior to the accident.~~

~~If an employee or volunteer leaves the scene of an accident before the required tests are administered, or fails to remain readily available for testing, it may be deemed by the District that the employee or volunteer has refused to submit for testing. Nothing in this section shall be construed to require the delay of necessary medical attention for injured people following an accident or to prohibit a driver from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident, or to obtain necessary emergency medical care.~~

~~An accident is an unexpected happening that causes property damage, loss or physical injury. A testable accident is when an employee or volunteer was the cause of the accident (i.e., negligent behavior, unsafe on duty job related activities, or an automobile/equipment accident) or the degree of physical injury sustained in the accident requires professional medical treatment.~~

~~All personnel that have caused an accident or have bodily injuries that require professional medical treatment will be required to complete a drug and/or alcohol test.~~

~~D. Promotion/Transfer Testing— Employees who are promoted to a new position must pass a pre-employment testing within 24 hours after they are notified of the testing requirement. Employees who transfer to a new position in another division or department must also pass a controlled substance test within 24 hours after they are notified of the testing requirement. Failure to complete the drug test within 24 hours of notification may be deemed by the District that the employee has refused to submit to testing. (see Personnel Policy Manual, Chapter 211)~~

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~~E. Return to Duty and Follow up Testing— Testing will be conducted when an employee returns to duty following voluntary drug and/or alcohol rehabilitation. Follow up tests are unannounced and at least six (6) tests must be conducted in the first 12 months after an employee returns to duty. Follow up testing may be extended for up to 60 months following return to duty~~

TESTING METHODS AND COLLECTION PROCEDURES

~~A. Drug and Alcohol Testing Methods: Any drug or alcohol testing shall occur during or immediately after the regular work period of current employees or volunteers, and shall be deemed work time for purposes of compensation and benefits for current employees.~~

~~Individuals will be tested on District premises or to license facility designated by the District licensed to perform such tests. The District will pay all costs of initial testing associated with a test required by the District.~~

~~A drug test under this policy is a urinalysis (for drugs) and an evidential breathalyzer test (for alcohol) administered under approved conditions and procedures conducted for the sole purpose of detecting drugs and alcohol. Other methods to detect the presence of alcohol may be added at a later date if approved by the Federal Highway Administration (FHWA), including blood/alcohol and saliva tests. The test will be conducted by a District-appointed medical laboratory. Following authorization for reasonable suspicion or post-accident drug/alcohol testing, the employee or volunteer's supervisor or other authorized person will transport the employee/volunteer to the District's drug testing facility or other designated facility if reasonable suspicion or an accident occurs.~~

~~If the employee or volunteer is seriously injured, post-accident drug/alcohol testing may be delayed until they have received emergency medical treatment.~~

~~In the case of an applicant for employment, volunteer, or follow up testing, the individual shall appear at the designated specimen collection facility at the time instructed by the Human Resource Coordinator. Failure to complete the drug test within 24 hours may be deemed by the District that the applicant, volunteer, or employee has refused to submit for testing.~~

~~Employees who test "verified positive" shall be placed on administrative leave while an investigation is made, and shall be subject to disciplinary action up to and including termination.~~

~~B. Excess Fluid, Temperature Out of Range and Adulterated Samples:~~

~~(1) To obtain accurate and reliable test results, the employee, prospective employee, or volunteer or prospective volunteer must not knowingly dilute the urine sample by the ingestion of excess fluids (hereinafter referred to as an "Excess Fluids Sample")~~

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~~before providing the sample. If a urine sample provided by a prospective employee/volunteer or an employee/volunteer is determined after appropriate testing to be an excess fluids sample, the prospective employee/volunteer or employee/volunteer shall, at the District's discretion, be required to provide another urine sample (the "second sample") at a time and under conditions and requirements that are within the sole discretion of the District. In the event the second sample is determined after appropriate testing to be an excess fluid diluted sample, the conditional employment offer for the prospective employee/volunteer~~

~~shall be withdrawn; and the current employee/volunteer may be subject to disciplinary action up to and including termination.~~

~~(2) When any sample that is deemed by the collector at the time of collection to be temperature out of range, or to have been adulterated, the conditional employment offer for the prospective employee/volunteer shall be withdrawn and the current employee/volunteer shall be subject to disciplinary action up to and including termination.~~

~~(3) Any sample which has been adulterated or is shown to contain a substance other than urine shall be reported as such. Any prospective employee/volunteer or employee/volunteer providing false information about a urine or breath specimen or who attempts to contaminate such sample shall be subject to removal from consideration for hiring or subject to disciplinary action up to and including termination.~~

~~C. Duties of Medical Review Officer. Although the laboratory analysis will determine whether the specimen is positive, any positive test results from the laboratory must be reviewed and interpreted by a medical review officer. The medical review officer must examine any alternate medical explanations for any positive test result and review all medical records made available by the tested individual when a verified positive test could have resulted from a legally prescribed medication. The medical review officer will:~~

~~(1) Conduct a medical interview;~~

~~(2) Review the medical history and any relevant biomedical factors;~~

~~(3) Review all medical records made available by the individual tested to determine if a verified positive test resulted from a current, legally prescribed medication;~~

~~(4) If necessary, reanalyze the original specimen to determine the accuracy of the test result;~~

~~(5) Verify that the laboratory report and assessment are correct and submit the blind performance test specimens to the laboratory according to DOT regulations.~~

~~E. Processing Urine Samples. The laboratory utilized by the District shall collect and process the urine specimen. When requested for Commercial Driver's License (CDL) holders will only be tested for Drugs 1 through 5 and alcohol CDL, testing shall be under SAMHSA (Substance Abuse and Mental Health Services Administration [formally NIDA standards])~~

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~~testing procedures and approved laboratories.~~

~~F. Drugs Tested. The laboratory shall test for the following drugs and alcohol. CDL holders will only be tested for Drugs 1 through 5 and alcohol:~~

~~1. Amphetamines~~

~~2. Cocaine~~

~~3. Opiates (including synthetics)~~

~~4. PCP (Phencyclidine)~~

~~5. Marijuana (THC)~~

~~6. Barbiturates~~

~~7. Benzodiazepines (Valium, Librium)~~

~~8. Methadone (Heroin substitute)~~

~~9. Propoxyphene~~

~~10. Alcohol (ethanol)*~~

~~*A level of 0.02 to 0.039 is a confirmed presence. A level of 0.04 or more is considered positive as tested through an evidential breathalyzer instrument at a level of .02 alcohol/breath concentration or greater, expressed in terms of grams per 210 liters of breath.~~

~~G. Results of Drug Testing. The laboratory will review the results of the test and determine if the sample contains any illegal drug or legal drug or alcohol at levels that would cause impairment or reveal its use in an illegal manner.~~

~~The Human Resource Coordinator will send a copy of a verified positive drug test result to the prospective employee/volunteer's address. A copy of a verified positive result will be given to an employee/volunteer at the time of termination.~~

~~H. Evaluation of Legal Drug Use. In the case of prescriptive drug use that may affect an employee/volunteer's ability to perform his/her job safely, the District's Fire Chief, Deputy Fire Chief, and Human Resource Coordinator will require the employee/volunteer to provide a bona fide verification of a valid, current prescription for the drug identified by the next scheduled work day. The prospective employee/volunteer shall be dropped from eligibility or the employee/volunteer will be subject to disciplinary action up to and including termination when:~~

~~(1) Verification of a valid, current prescription is not provided;~~

~~(2) The prescription provided is not in the subject's name;~~

~~(3) The level of the drug is in excess of the prescription dosage; or~~

~~(4) The employee/volunteer has not previously notified his or her department head that they are ingesting medications that may adversely affect the safety of the work environment; when there is a confirmed presence of any illegal drug, alcohol (equal to or greater than .02) or legal drug, for which in the opinion of the Fire Chief, Deputy Fire Chief, District's medical advisor, and the District's Attorney.~~

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~~I. Alcohol Testing. Alcohol testing will be conducted using an approved Evidential Breath Testing (EBT) device operated by a trained Breath Alcohol Technician (BAT) at the collection site. The first test performed will be a screening test. If the screening test results in an alcohol concentration of less than 0.02, it will be considered a negative test. If the screening test results in an alcohol concentration of 0.02 or greater, a second, or confirmation test is performed within 15 to 30 minutes. A second test with a result of 0.04 or more is considered positive. A printout of the second test results, date, time, and test number will be made to ensure reliability of the results.~~

~~J. Alcohol Level at .02 TO .039. When there is a confirmed presence of alcohol at the .02 TO .039 level, the employee/volunteer (including CDL holders) is deemed to be unable to safely operate a motor vehicle, operate machinery or perform safety sensitive work. If these tasks are part of an employee/volunteer's job in the opinion of the (Fire Chief, Deputy Fire Chief and/or the medical advisor, or in his/her absence a designee), he/she will be considered unable to work and will be sent home for the remainder of his/her work shift. The individual will be required to take leave without pay. The employee will not be permitted to take sick leave, vacation, or compensatory time. The employee/volunteer will be allowed to return to work after a period of at least 24 hours and completing an alcohol test with a concentration of less than 0.02. At the discretion of the Fire Chief, an employee testing between 0.02 and 0.039 concentration of alcohol, may be required to attend counseling for alcohol abuse and may be disciplined up to and including termination.~~

~~K. Notification to Prospective Employee/Volunteer. The lab director or Fire Chief or Deputy Fire Chief, or in his absence a designee shall notify the prospective employee/volunteer of a positive test result. The prospective employee/volunteer will be afforded the opportunity to have the original urine sample retested at an expense equally divided between the donor and the employer. The prospective employee/volunteer must request a re-test within 72 hours. If there is a confirmed positive test, Human Resource Coordinator shall notify the prospective employee/volunteer that they have not satisfied the conditions of the employment offer.~~

~~L. Employees/Volunteers. The employee/volunteer shall be advised of the verified positive test result by the Fire Chief, Deputy Fire Chief, Human Resource Coordinator or in his/her absence a designee. The employee/volunteer shall be afforded the opportunity to have the **original** urine sample retested at an expense equally divided between the donor and the employer. Retests must be requested within a period of 72 hours after notification of an initial confirmed positive test by the Fire Chief, Deputy Fire Chief or in his/her absence a designee. If the retest confirms the results of the initial test, the Human Resource Coordinator shall be notified. The Human Resource Coordinator shall notify the Fire Chief of the results and a determination of the appropriate action shall be made.~~

~~M. Discipline Policy violations will be investigated and assessed with guidance from the Fire Chief, Deputy Fire Chief, Human Resource Coordinator and the District's Attorney. Advice from medical advisor may also be sought. Any disciplinary action will be carried~~

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~~out in accordance with the District's Policy and Procedure Manual (Chapters 801, 808)~~

~~N. Negative Test Results. Prospective employees or volunteers and employees or volunteers who have been tested for drugs and alcohol, where no substance abuse was found will not receive a notification of test results. A record of the negative results shall be placed in a confidential folder in a separate, secured file maintained by the Human Resource Coordinator. In the case of prospective employees/volunteers, the Human Resource Coordinator shall be notified that the individual is clear for hire. Test results shall be~~

~~maintained by the Human Resource Coordinator as required by State Statute.~~

~~Q. Positive Test Results. Laboratory reports of verified positive test results will not be placed in an employee's personnel folder. Reports will be placed in a confidential folder in a separate, secured file maintained by the Human Resource Coordinator. Test results shall be maintained by the Human Resource Coordinator as required by State Statute.~~

~~The verified positive test results shall be disclosed to the Battalion Chief or supervisor only on a need-to-know basis. Disclosure without patient consent, may also occur when:~~

- ~~(1) Information is compelled by law or by judicial or administrative process;~~
- ~~(2) Information has been placed at issue in a formal dispute between the District and the employee;~~
- ~~(3) Information is to be used in administering an employee benefit plan such as for drug or alcohol treatment; or~~
- ~~(4) Information is needed by medical personnel for the diagnosis or treatment of the patient (employee) who is unable to authorize disclosure. The employee/volunteer, upon written request, may obtain copies of any records pertaining to his/her alcohol or controlled substances testing.~~

~~P. District's Authorized Contacts. The Fire Chief, Deputy Fire Chief and Human Resource Coordinator, or in his/her absence a designee are authorized contacts to receive drug and alcohol testing results from the laboratory, breath alcohol technician.~~

~~Q. Records Retention Requirements. The District or designated facility shall maintain all laboratory or collection site records related to drug and alcohol testing in a secure location.~~

- ~~(1) The following records shall be maintained for a minimum of five years:
 - ~~(a) Records of alcohol test results of 0.02 or greater.~~
 - ~~(b) Documentation of refusal to take required alcohol and/or drug tests.~~
 - ~~(c) Evaluation/referral records related to violations of alcohol and drug prohibitions.~~
 - ~~(d) Annual summary of drug and alcohol testing results.~~
 - ~~(e) Verified positive drug test results for controlled substances.~~
 - ~~(f) Documentation of calibration of evidential breath testing devices.~~~~

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~~(2) The following records shall be maintained for a minimum of two years:~~

- ~~(a) Records related to the alcohol and drug collection process (except calibration of EBTs);~~
- ~~(b) Documents relating to the random selection process;~~
- ~~(c) Documentation of training provided to Administration, Fire Chief, Deputy Fire Chief and supervisors to make a determination concerning the need for alcohol and/or drug testing based on reasonable suspicion and certification~~

~~that training conducted complies with DOT requirements.~~

- ~~(3) The following records shall be maintained for a minimum of one year:~~
- ~~(a) Records of negative drug test results.~~
 - ~~(b) Records of alcohol test results with a concentration of less than 0.02.~~

~~S. Release of Records. No records containing CDL driver information required by this policy will be released except as provided as follows:~~

- ~~(a) Upon written request of the employee.~~
- ~~(b) Upon written authorization of the employee, records will be disclosed to a subsequent employer subject to use as specified by the employee.~~
- ~~(c) Upon written authorization by the employee, records will be released to an identified person subject to use as specified by the employee.~~

~~Records may be disclosed to a decision maker in a lawsuit, grievance, or other proceeding initiated by or on behalf of the employee, including, but not limited to, worker's compensation claim, unemployment compensation or other proceeding relating to a benefit sought by the CDL driver.~~

References

~~Title 49 of the Code of Federal Regulations Part 40 subparts B & C
Utah Code Ann. §34-41-104
State of Utah Government Records Access and Management Act~~

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DEFINITIONS

~~Alcohol means the intoxicating agent in beverage alcohol, ethyl alcohol or other low molecular weight alcohols including methyl and isopropyl alcohol.~~

~~Alcohol Concentration (or content) means the alcohol in a volume of breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by an evidential breath testing device. Blood specimens will be in grams of alcohol per deciliter of blood.~~

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~~Alcohol Use means the consumption of any beverage, mixture or preparation, including any medication, containing alcohol.~~

~~Blind Performance Test Specimen is a non-employee urine specimen submitted to an ARUP/NIDA/SAMSHA certified laboratory to verify testing control quality procedures.~~

~~Breath Alcohol Technician (BAT) is a trained individual that conducts the breath test to determine the alcohol concentration in an individual.~~

~~Chain of Custody means the procedure to account for the integrity of each specimen by tracking its handling and storage from the point of specimen collection to final disposition.~~

~~Controlled Substance means a drug or substance as defined in federal and state law.~~

~~Designated Facility means a certified facility which can assist the District with drug, alcohol, and narcotic testing.~~

~~Drug or Controlled Substance Test means a generally accepted and proven analysis of a urine sample for the presence of controlled substances provided by an employee or prospective employee processed at a certified laboratory.~~

~~Drug Paraphernalia means objects used to manufacture, compound, convert, produce, process, prepare, test, analyze, pack, store, contain, conceal, and/or to inject, ingest, inhale, or otherwise introduce a drug into the human body.~~

~~Employee means an individual who holds a recognized position with District and is paid a wage or salary.~~

~~Employee Assistance Program (EAP) means a counseling program that offers assessment, short term counseling, and referral services to employees for a wide range of drug, alcohol, and mental health problems, and monitors the progress of employees while in treatment.~~

~~Evidential Breath Testing device (EBT) is a device approved by the National Highway Traffic Safety Administration to test the breath for alcohol consumption.~~

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~~Illicit Drug and Drugs used in this policy refer to prescription drugs; in addition, it includes all drugs, paraphernalia, controlled substances, or mood or mind altering inhalants, any of which were not prescribed by a licensed physician/dentist for the person taking or in possession of the drug or substance, or which have not been used as prescribed or directed.~~

~~*Medical Advisor*—means a physician or technician from a certified lab performing testing on behalf of the North Davis Fire District. Knowledge of substance abuse disorders and the appropriate medical training to interpret and evaluate all positive test results together with the individual's medical history and other relevant biomedical information.~~

~~*Negative Alcohol Test* means a test showing an alcohol concentration of less than 0.02~~

~~*Negative Drug Test* means a drug test result that was negative on an initial FDA approved immunoassay test.~~

~~*On Duty* means all time from the time an employee begins work or is required to be in readiness to work until the time he/she is relieved from work and all responsibility for performing work.~~

~~*Performing (a safety sensitive function)* means a driver is considered to be performing a safety-sensitive function during any period in which he or she is actually performing, ready to perform, or immediately available to perform any safety sensitive functions.~~

~~*Positive Alcohol Test* means an initial test showing an alcohol concentration of 0.02 or greater and a confirmed test with an alcohol concentration of 0.04 or greater in breath or blood.~~

~~*Positive Drug Test* means a test result that was positive for the initial FDA approved immunoassay/screening test, confirmed by a gas chromatography/mass spectrometry assay, and reviewed and verified by the Fire Chief, Deputy Fire Chief and/or Medical Advisor or in his/her absence a designee.~~

~~*Prescription* means a controlled medication that must be authorized by a medical doctor. A valid, current prescription must have been legally filled within one year prior to the test.~~

~~*Prospective Employee* means any person who has made application for employment with the district and to whom the district has offered employment, conditioned upon the results of a drug and alcohol test.~~

~~*Random Selection* is a selection process based on a scientifically valid selection method which assures that all covered employees have an equal chance of being tested in each selection period.~~

~~*Random Testing* means the unannounced drug testing of an employee or volunteer who was selected for testing by using a method uninfluenced by any personal characteristics other than job category.~~

~~*Sample* means urine, blood, or breath, saliva, or hair specimen.~~

~~*Split Urine Sample* means a portion of the urine sample provided by the donor at the time of collection.~~

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~~*Substance Abuse Professional* means a licensed physician, or a licensed certified psychologist, social worker, employee assistance professional or addiction counselor with knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substances related disorders.~~

~~*Supervisor* means an employee having authority to direct, assign, evaluate, reward, discipline or to effectively recommend action of an employee.~~

~~*Volunteer* means any person who donates services without pay or other compensation.~~