



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

Thursday, November 16, 2017

6:00 P.M.

**Regional Fire Operations and Training Center**

**Board Room**

1 Fire Authority Road

Irvine, CA 92602

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Board of Directors after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact Sherry A.F. Wentz, Clerk of the Authority, at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at <http://www.ocfa.org>

If you wish to speak before the Fire Authority Board, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to being heard before the Board. Speaker Forms are available at the counters of both entryways of the Board Room.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040.

### **CALL TO ORDER**

**INVOCATION** by OCFA Chaplain Brett Peterson

**PLEDGE OF ALLEGIANCE** by Director Harrington

### **ROLL CALL**

#### **1. PRESENTATIONS**

Submitted by: Sherry Wentz, Clerk of the Authority

Recognition of Jeffrey Bounds and Alex Schrier for Life Saving

Recommended Action:

Approve request as submitted and make presentations to those present.

## PUBLIC COMMENTS

Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Board on items within the Board's subject matter jurisdiction but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Board, and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

The Agenda and Minutes are now available through the Internet at [www.ocfa.org](http://www.ocfa.org). You can access upcoming agendas on the Monday before the meeting. The minutes are the official record of the meeting and are scheduled for approval at the next regular Board of Directors meeting.

## REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

## REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR

## REPORT FROM THE FIRE CHIEF

- Canyon Fires Update
- Recognition of Retiring Division Chief and Introduction of new Division Chief

## 2. MINUTES

- A. [Minutes from October 26, 2017, Regular and Special Board of Directors Meetings](#)  
Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:  
Approve as submitted.

## 3. CONSENT CALENDAR

- A. [Annual Statement of Investment Policy and Investment Authorization](#)  
Submitted by: Lori Zeller, Assistant Chief/Business Services Department  
**Budget and Finance Committee Recommendation: *APPROVE***

Recommended Actions:

1. Review and approve the submitted Investment Policy of the Orange County Fire Authority, to be effective January 1, 2018.
2. Pursuant to Government Code Sections 53601 and 53607, renew delegation of investment authority to the Treasurer for a one-year period, to be effective January 1, 2018.

**END OF CONSENT CALENDAR**

## 5. DISCUSSION CALENDAR

### A. Service Delivery Enhancements – Phase Four

Submitted by: Mike Schroeder, Assistant Chief/Organizational Planning

**Budget and Finance Committee Recommendation: APPROVE**

Recommended Actions:

1. Authorize staff to increase FY 2017/18 appropriations in the General Fund (121) by \$343,340 in FY 2017/18 to fund a 4<sup>th</sup> position on Engine 13 effective December 22, 2017.
2. Authorize staff to add 3 Firefighter positions to the Master Position Control (one post position with three employees) for the Engine 13 position.

### B. Audited Financial Reports for the Fiscal Year Ended June 30, 2017

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

**Budget and Finance Committee Recommendation: APPROVE**

Recommended Actions:

1. Receive and approve the reports.
2. Review the calculations used to determine the fund balance amounts assigned to the capital improvement program and workers' compensation, and confirm the calculations' consistency with the OCFA's Assigned Fund Balance Policy.
3. Allocate the FY 2016/17 year-end unencumbered fund balance of \$14,174,516 as follows:
  - a. Approve a FY 2017/18 budget transfer from the General Fund (121) to the Structural Fire Entitlement Fund (171) in the amount of \$1,000,000.
  - b. Approve a FY 2017/18 budget adjustment in the General Fund (121) increasing appropriations by \$13,174,516 and direct an immediate payment of this amount to the Orange County Employees Retirement System for the purpose of paying down the unfunded pension liability.

## BOARD MEMBER COMMENTS

## CLOSED SESSION

### CS1. CONFERENCE WITH LABOR NEGOTIATOR

Negotiator: Peter Brown, Liebert Cassidy and Whitmore

Employee

Organization: Orange County Employees' Association

Authority: Government Code Section 54957.6

### CS2. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION

Authority: Government Code Section 54956.9(d)(2) – Significant Exposure to Litigation (1 case)

## CLOSED SESSION REPORT

**ADJOURNMENT** - The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for January 25, 2018, at 6:00 p.m.

**AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby, front gate public display case, and website of the Orange County Fire Authority, Regional Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 9<sup>th</sup> day of November 2017.

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Sherry A.F. Wentz, CMC  
Clerk of the Authority

**UPCOMING MEETINGS:**

Human Resources Meeting	Tuesday, January 2, 2018, 12 noon
Budget and Finance Committee Meeting	Wednesday, January 10, 2018, 12 noon
Claims Settlement Committee Meeting	Thursday, January 25, 2018, 5:00 p.m.
Executive Committee Meeting	Thursday, January 25, 2018, 5:30 p.m.
Board of Directors Meeting	Thursday, January 25, 2018, 6:00 p.m.



# ORANGE COUNTY FIRE AUTHORITY

## SUPPLEMENTAL AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

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The following item is added to the above stated agenda in the location noted below. This item is posted in conformance with the Brown Act and is to be considered as part of the regular agenda.

### CONSENT CALENDAR

#### **3B. Designation of Fire Authority Representatives to File Applications for State and/or Federal Financial Assistance Relating to Declared Disasters or Emergencies**

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

#### Recommended Action:

1. Adopt the proposed Resolution entitled A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY, CALIFORNIA, DESIGNATING OCFA REPRESENTATIVES TO FILE APPLICATIONS FOR EMERGENCY FINANCIAL ASSISTANCE.
2. Approve and authorize the Clerk of the Authority to execute the State of California Office of Emergency Services Form 130 designating the positions of Assistant Chief/Business Services, Human Resources Director, or Finance Manager to execute and file applications on behalf of the OCFA related to all State and/or Federal declarations of disaster or emergency for the next three years.

**AFFIDAVIT OF POSTING**

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Sherry A.F. Wentz, CMC  
Clerk of the Authority