

MINUTES ORANGE COUNTY FIRE AUTHORITY

**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 92602-0125**

CALL TO ORDER

A regular meeting of the Orange County Fire Authority Board of Directors was called to order on November 16, 2017, at 6:00 p.m. by Chair Swift.

INVOCATION

Chaplain Brett Peterson offered the invocation.

PLEDGE OF ALLEGIANCE

Director Harrington led the Assembly in the Pledge of Allegiance to the Flag.

ROLL CALL

Tim Brown, San Clemente
Ellery Deaton, Seal Beach
Carol Gamble, Rancho Santa Margarita
Dave Harrington, Aliso Viejo
Noel Hatch, Laguna Woods
Robert Johnson, Cypress
Al Murray, Tustin
Ed Sachs, Mission Viejo
David Shawver, Stanton
Elizabeth Swift, Buena Park
Juan Villegas, Santa Ana

Laurie Davies, Laguna Niguel
Sergio Farias, San Juan Capistrano
Craig Green, Placentia
Shelley Hasselbrink, Los Alamitos
Gene Hernandez, Yorba Linda
Joe Muller, Dana Point
Bill Nelson, Villa Park
Don Sedgwick, Laguna Hills
Michele Steggell, La Palma
Tri Ta, Westminster

Absent: Lisa Bartlett, County of Orange
Melissa Fox, Irvine

Leah Basile, Lake Forest
Todd Spitzer, County of Orange

Also present were:

Interim Fire Chief Patrick McIntosh
Assistant Chief Brian Young
Assistant Chief Lori Smith
General Counsel David Kendig
Clerk of the Authority Sherry Wentz

Assistant Chief Lori Zeller
Assistant Chief Mike Schroeder
Assistant Chief Dave Anderson
Human Resources Director Brigette Gibb

Using the Chair's discretion, Chair Swift announced the re-ordering of the agenda to bring forward Closed Session following Public Comments.

1. PRESENTATIONS

Chair Swift and Interim Fire Chief McIntosh, recognized and made presentations to Alex Schrier, Jeffrey Bounds, Eben Benade, and Matt Nelor for life saving actions during a vehicle accident and fire. (F: 11.09C) (X: 11.09)

Director Harrington arrived at this point (6:10 p.m.).

PUBLIC COMMENTS (F: 11.11)

Stephen Wontrobski, Mission Viejo resident, presented his appointment suggestions for the Fire Chief Ad Hoc Committee, and commented on his prior Public Records Act requests referencing the external auditor's working papers.

CLOSED SESSION (F: 11.15)

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)

General Counsel David Kendig reported the Board would convene to Closed Session to consider the matters on the agenda identified as CS1, Conference with Labor Negotiator, and CS2, Conference with Legal Counsel – Anticipated Litigation.

Chair Swift recessed the meeting to Closed Session at 6:14 p.m.

Director Murray arrived at this point (7:03 p.m.).

Chair Swift reconvened the meeting from Closed Session at 8:13 p.m., with all prior members present.

Director Brown left at this point (8:13 p.m.).

CLOSED SESSION REPORT (F: 11.15)

General Counsel David Kendig stated there were no reportable actions.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR (F: 11.12)

Budget and Finance Committee Chair Sachs reported at the November 8, 2017, meeting, the Committee voted unanimously to send the Monthly Investment Reports to the Executive Committee for its approval, and to send the Annual Statement of Investment Policy and Investment Authorization, the Audited Financial Reports for the Fiscal Year Ended June 30, 2017, and the Service Delivery Enhancements – Phase Four, to the Board of Directors for approval of the recommended actions.

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR (F: 11.12)

As there was no meeting this month, there was no report.

REPORT FROM THE CLAIMS SETTLEMENT COMMITTEE CHAIR (F: 11.12)

Claims Settlement Committee Chair Swift reported the Committee considered Workers' Compensation claims for claimants Christopher Wood, Arthur Herrera, Joseph Steelman, Steven Floren, and Ronald Thompson. There were no reportable actions.

REPORT FROM THE FIRE CHIEF (F: 11:14)

Interim Fire Chief Patrick McIntosh provided an update on the Canyon Fire 2 Independent Review Panel; Fire Station 61's new replacement truck; invited audience members to attend the December 4, 2017, Orange County Fire Service Memorial; recognized retiring Division Chief John Abel, who addressed the Board, and introduced newly promoted Division Chief Rob Capobianco.

2. MINUTES

A. Minutes from October 26, 2017, Regular and Special Board of Directors Meetings (F: 11.06)

On motion of Director Ta and second by Director Hernandez, the Board of Directors voted by those present to approve the October 26, 2017, Minutes as submitted. Directors Deaton, Farias, Gamble, and Harrington were recorded as abstentions due to their absence from the meeting. Director Brown was absent for the vote.

3. CONSENT CALENDAR

A. Annual Statement of Investment Policy and Investment Authorization (F: 11.10D)

On motion of Director Davies and second by Director Johnson, the Board of Directors voted by those present to:

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.

Director Brown was absent for the vote.

B. Designation of Fire Authority Representatives to File Applications for State and/or Federal Financial Assistance Relating to Declared Disasters or Emergencies. (F: 17.10D)

On motion of Director Davies and second by Director Johnson, the Board of Directors voted by those present to:

1. Adopt Resolution No. 2017-08 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.

Director Brown was absent for the vote.

END OF CONSENT CALENDAR

5. DISCUSSION CALENDAR

A. Service Delivery Enhancements – Phase Four (F: 17.10D)

Assistant Chief Mike Schroeder presented a PowerPoint presentation on the Phase 4 Service Delivery Enhancements.

Stephen Wontrobski, Mission Viejo resident, addressed the use of private paramedics.

On motion of Director Davies and second by Director Ta, the Board of Directors voted by those present to:

1. Authorize staff to increase FY 2017/18 appropriations in the General Fund (121) by \$343,340 in FY 2017/18 to fund a 4th 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.

Director Brown was absent for the vote.

B. Audited Financial Reports for the Fiscal Year Ended June 30, 2017 (F: 17.10D)

Assistant Chief Lori Zeller introduced Roger Alfaro, Partner of Vavrinek, Trine, Day & Company, who provided a summary of the financial audit for Fiscal Year ended June 30, 2017.

On motion of Director Murray and second by Director Ta, the Board of Directors voted by those present to:

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.

Director Brown was absent for the vote.

BOARD MEMBER COMMENTS (F: 11.13)

Director Gamble thanked Division Chief John Abel for his service.

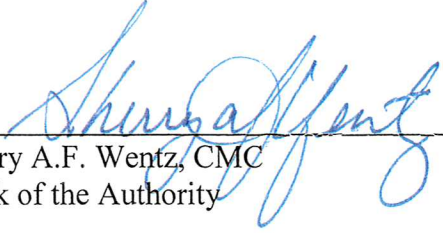
Director Green noted his attendance at the Reserve Firefighter Academy Graduation.

Director Hatch thanked Chaplain Peterson for this evening's invocation and his service to the OCFA.

Chair Swift reported that she and Vice Chair Sachs went on a tour of the Santiago Canyon fire stations provided by Battalion Chief Andy Kovacs; toured the fire stations of Division 6 with Division Chief Steffen; and attended the Reserve Firefighter Academy Graduation.

Vice Chair Sachs also commented on the Santiago Canyon fire station tour noting that he and Chair Swift also visited the Helena Modjeska Historic House and Gardens in Modjeska Canyon.

ADJOURNMENT – Chair Swift adjourned the meeting at 8:51 p.m. The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for January 25, 2018, at 6:00 p.m.



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