

MINUTES ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Meeting
January 11, 2017
12:00 Noon

Regional Fire Operations and Training Center
Room AE117
1 Fire Authority Road
Irvine, CA 92602

CALL TO ORDER

A regular meeting of the Orange County Fire Authority Budget and Finance Committee was called to order on January 11, 2017, at 12:00 p.m. by Chair Sachs.

PLEDGE OF ALLEGIANCE

Director Murray led the assembly in the Pledge of Allegiance to our Flag.

ROLL CALL

Present: Gene Hernandez, Yorba Linda
Al Murray, Tustin
Ed Sachs, Mission Viejo
Elizabeth Swift, Buena Park
Tri Ta, Westminster

Absent: Shelley Hasselbrink, Los Alamitos
Joseph Muller, Dana Point

Also present were:

Assistant Chief Mike Schroeder
Assistant Chief Lori Zeller
Assistant Chief Brian Young
Brigitte Gibb Human Resources Director
General Counsel David Kendig

Assistant Chief Dave Thomas
Assistant Chief Lori Smith
Director of Communications Sandy Cooney
Ex Officio Bruce Channing
Clerk of the Authority Sherry Wentz

PUBLIC COMMENTS

Chair Sachs opened the Public Comments portion of the meeting. Chair Sachs closed the Public Comments portion of the meeting without any comments from the general public.

2. MINUTES

A. Minutes for the November 9, 2016, Budget and Finance Committee Meeting (F: 12.02B2)

On motion of Director Murray and second by Vice Chair Swift, the Budget and Finance Committee voted unanimously by those present to approve the Minutes of the November 9, 2016, meeting as submitted. Director Ta was recorded as an abstention due to his absence from the meeting.

3. CONSENT CALENDAR (Agenda Item Nos. 3B and 3D were pulled for separate consideration.)

A. Monthly Investment Reports (F: 11.10D2)

On motion of Director Murray and second by Director Hernandez, the Budget and Finance Committee voted unanimously by those present to review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of January 26, 2017, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

B. First Quarter Financial Newsletter (F: 15.07)

Director Murray pulled this item from the Consent Calendar to ask if were there any indicators of future reimbursements from both the State and Federal governments.

On motion of Director Murray and second by Director Hernandez, the Budget and Finance Committee voted unanimously by those present to review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of January 26, 2017, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

C. Quarterly Status Update Orange County Employees' Retirement System (F: 17.06B)

On motion of Director Murray and second by Director Hernandez, the Budget and Finance Committee voted unanimously by those present to receive and file the report.

D. Annual Grant Priorities for 2017 (F: 11.10G)

Director Murray pulled this item from the Consent Calendar to inquire into the likelihood of OCFA being a beneficiary of the Federal Emergency Management Agency Grant funds in 2017.

On motion of Director Murray and second by Director Hernandez, the Budget and Finance Committee voted unanimously by those present to review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of January 26, 2017, with the Budget and Finance Committee's recommendation that the Board of Directors approve OCFA's Annual Grant Priorities for 2017.

4. DISCUSSION CALENDAR

A. FY 2016/17 Mid-Year Financial Report (F: 15.04 16/17)

Assistant Chief Lori Zeller provided a PowerPoint presentation of the FY 2016/17 Mid-Year Financial Report.

Stephen Wontrobski, Mission Viejo resident, addressed the unfunded liability for member cities.

On motion of Director Ta and second by Director Murray, the Budget and Finance Committee voted unanimously by those present to review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of January 26, 2017, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions:

1. Approve a budget adjustment in the General Fund (Fund 121) increasing expenditures to allocate \$9,814,477 of available unencumbered funds identified in the FY 2015/16 financial audit to OCFA's unfunded pension liability, in accordance with the OCFA's Expedited Pension Payment Plan.
2. Direct staff to return to the Board of Directors in March 2017 for approval of all additional budget adjustments discussed herein for the FY 2016/17 budget.

B. Request for Proposal for Financial Audit and Related Services (F: 15.02A)

Assistant Chief Lori Zeller introduced Finance Manager/Auditor Jim Ruane who presented the Request for Proposal (RFP) for Financial Audit and Related Services.

Stephen Wontrobski, Mission Viejo resident, addressed concerns with the RFP process.

On motion of Director Murray and second by Director Hernandez, the Budget and Finance Committee voted unanimously by those present to review and approve finalization of the scope of work included in the draft Request for Proposals for financial, internal control, and other audit/attest services.

C. Service Delivery Enhancements – Phase Three (F: 18.13)

Assistant Chief Brian Young presented a PowerPoint presentation of the Service Delivery Enhancements, Phase Three.

Stephen Wontrobski, Mission Viejo resident, addressed the Phase Three enhancements.

On motion of Vice Chair Swift and second by Director Hernandez, the Budget and Finance Committee voted unanimously by those present to review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of January

26, 2017, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Direct staff to include funding for the Phase Three enhancements in the Mid-Year Budget Adjustments that will be submitted to the Board in March, at a partial-year cost of \$684,764.
2. Authorize staff to add 12 firefighter positions to the Master Position Control (four post-positions, with three employees per post-position to cover three shifts for 24/7 coverage).

REPORTS

No items.

COMMITTEE MEMBER COMMENTS (F: 12.02B4)

Director Hernandez commented on the agency's ability to execute the rescue at Knott's Berry Farm.

Vice Chair Swift commended the firefighters who rescued the trapped individuals on the Sky Cabin ride at Knott's Berry Farm. She thanked Division Chief Dave Steffen and his crew from Station 61 who stopped to wish her mother a Happy 103rd Birthday.

ADJOURNMENT – Chair Sachs adjourned the meeting at 12:57 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, February 8, 2017, at 12:00 noon.



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