

MINUTES ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Regular Meeting
Wednesday, October 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 October 11, 2017, at 12:00 p.m. by Chair Sachs.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Elizabeth Swift, Buena Park
Joseph Muller, Dana Point
Al Murray, Tustin
Ed Sachs, Mission Viejo
Shelley Hasselbrink, Los Alamitos
Tri Ta, Westminster
Bruce Channing, Ex Officio

Absent: Gene Hernandez, Yorba Linda

Also present were:

Interim Fire Chief Patrick McIntosh	Assistant Chief Dave Anderson
Assistant Chief Lori Smith	Assistant Chief Lori Zeller
Assistant Chief Brian Young	General Counsel David Kendig
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.

1. PRESENTATIONS

No items.

2. MINUTES

A. Minutes for the August 9, 2017, Budget and Finance Committee Regular Meeting (F: 12.02B2)

On motion of Director Hasselbrink and second by Director Murray, the Budget and Finance Committee voted unanimously by those present to approve the Minutes of the August 9, 2017, regular meeting as amended.

3. CONSENT CALENDAR (Agenda Item No. 3A was pulled from the Consent Calendar for separate consideration.)

A. Monthly Investment Reports (F: 11.10D2)

Director Murray pulled this item from the Consent Calendar for clarification on some of the financial investments.

On motion of Director Murray and second by Director Hasselbrink, the 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 October 26, 2017, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

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

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

C. Budget Adjustment and Award of RFP JA2172 for Extrication Tools (F: 19.09D7)

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

1. Approve a budget adjustment in the General Fund CIP (12110) increasing expenditures by \$666,293 for the purchase of Extrication tools.
2. Authorize the Purchasing Manager to issue a purchase order for the initial purchase of 19 sets of extrication rescue tools to Municipal Emergency Services, Inc., in the amount of \$666,293 (amount includes tax).
3. Authorize the Purchasing Manager to issue a blanket order for a three-year term to Municipal Emergency Services, Inc., for annual preventative maintenance for a not-to-exceed amount of \$40,665 over the three-year term (\$13,555 annually).
4. Authorize the Purchasing Manager to utilize the contract pricing for future budgeted purchases of extrication tools during the term of the contract.

4. DISCUSSION CALENDAR

A. Acceptance of 2017 Department of Homeland Security/Federal Emergency Management Agency's Urban Search & Rescue Readiness Cooperative Agreement Funding (F: 16.02A)

Assistant Chief Young provided an overview of the Department of Homeland Security/Federal Emergency Management Agency's Urban Search & Rescue Readiness Cooperative Agreement Funding.

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

1. Approve and adopt the proposed Resolution entitled A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS ACCEPTING THE FEMA NATIONAL URBAN SEARCH AND RESCUE (US&R) PROGRAM COOPERATIVE AGREEMENT TO PURCHASE US&R EQUIPMENT AND SUPPLIES, MAINTENANCE AND REPAIR OF US&R EQUIPMENT, TRAINING, AND PROGRAM ADMINISTRATION to accept the Department of Homeland Security/Federal Emergency Management Agency's Grant Readiness Cooperative Agreement funding.
2. Direct staff to increase revenue and appropriations in the amount of \$1,255,013 in the General Fund (Fund 121).

B. Updated Broker/Dealer List (F: 11.10D4)

Treasurer Tricia Jakubiak presented an overview on the "best practices" selection process utilized by the OCFA in making its broker/dealer recommendations.

Stephen Wontrobski, Mission Viejo resident, spoke in opposition to the selection process.

On motion of Director Swift and second by Director Ta, the Committee voted unanimously by those present to direct staff to review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee Meeting of October 26, 2017, with the Budget and Finance Committee's recommendation that the Executive Committee approve the Broker/Dealer List, which includes FTN Financial Securities Corp., Raymond James Financial Services Inc., RBC Capital Markets, Stifel, Nicolaus & Company, Inc. and Wedbush Securities Inc. and authorize the List for a term of two years through October 31, 2019, as required by OCFA's Investment Policy.

C. 2017 Long Term Liability Study & Accelerated Pension Payment Plan (F: 17.06A)

Assistant Chief Lori Zeller introduced Treasurer Tricia Jakubiak who provided a PowerPoint overview of the study and the positive impact of the accelerated paydown plan.

On motion of Director Murray and second by Director Swift, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Board

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

1. Direct staff to continue the Accelerated Pension Payment Plan as indicated in the Updated Snowball Strategy.
2. Direct staff to return to the Board of Directors in January, with the mid-year financial review, to consider allocation of available unencumbered funds identified in the FY 2016/17 financial audit to OCFA's unfunded pension liability.

D. Special Procurement Contract for Behavioral Health Services (F: 18.10M)

Risk Manager Jonathan Wilby provided a PowerPoint on the need and positive impacts of utilizing specialized behavioral health services for public safety employees, their families/care givers, and retirees.

On motion of Director Murray and second by Director Ta, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Board of Directors meeting of October 26, 2017, with the Committee's recommendation that the Board of Directors:

1. Approve and authorize the Purchasing Manager to enter an agreement with The Counseling Team International for behavioral health services for a three-year period with the option of two additional one-year renewals, in an amount not to exceed \$150,000 annually (\$450,000 during the initial three-year period).
2. Approve the budget adjustment in the General Fund (Fund 121) increasing appropriations in the amount of \$150,000.

REPORTS

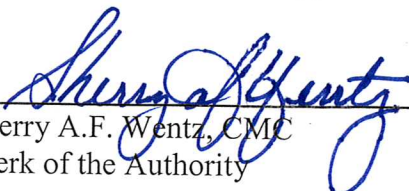
No items.

COMMITTEE MEMBER COMMENTS (F: 12.02B4)

Director Swift thanked Public Information Officer Larry Kurtz, for his good work in reporting on the Canyon Fires, and thanked firefighters and staff for their hard work during this fire season.

Chair Sachs reminded everyone of the upcoming OCFA Fire Station Open House at selected locations on Saturday, October 14, 2017.

ADJOURNMENT – Chair Sachs adjourned the meeting at 1:18 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, November 8, 2017, at 12:00 noon.



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