



# ORANGE COUNTY FIRE AUTHORITY AGENDA

## Budget and Finance Committee Meeting

Wednesday, April 8, 2020

12:00 Noon

**Regional Fire Operations and Training Center**

**Board Room**

1 Fire Authority Road  
Irvine, California 92602

Gene Hernandez, Chair

Elizabeth Swift, Vice Chair

Ed Sachs Shelley Hasselbrink Joe Muller

Sergio Farias Don Sedgwick Tri Ta

Vince Rossini Jennifer Cervantez - Ex Officio

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 Budget and Finance Committee 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 the 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 Budget and Finance Committee, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority. Speaker Forms are available on the counter noted in the meeting 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. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

**COVID-19 Accommodations: OCFA FACILITIES ARE CURRENTLY CLOSED TO THE PUBLIC.** In compliance with the Executive Department/State of California Executive Order N-29-20, this meeting will be available telephonically or otherwise electronically to satisfy any requirement that the body allow members of the public to attend the meeting and offer public comment. Please visit [www.OCFA.org](http://www.OCFA.org) for more information on the Committee meeting's participation process.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE** by Director Ta

**ROLL CALL**

**PUBLIC COMMENTS**

**COVID-19 Accommodations:** Public Comments will be accepted via email at [PublicComments@ocfa.org](mailto:PublicComments@ocfa.org). Comments may be submitted in reference to a specific item on the agenda or on items within the Committee's subject matter jurisdiction, but which are not listed on the agenda. All written comments will be distributed in writing via email to the Committee Members. Only those that are designed "TO BE READ ALOUD" in the subject line will be read aloud, and then will be read aloud for up to three minutes each, then reading will stop, and the balance will be distributed via email to the Committee Members. The time allotted to reading of comments aloud may be reduced by the Committee Chair depending on the volume of comments received.

**2. CONSENT CALENDAR****A. [Minutes for the March 11, 2020, Budget and Finance Committee Meeting](#)**

Submitted by: Martha Halvorson, Acting Clerk of the Authority

Recommended Action:

Approve as submitted.

**B. [Organizational Service Level Assessment Update](#)**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department

Recommended Action:

Receive and file the report.

**3. DISCUSSION CALENDAR****A. [Monthly Investment Reports](#)**

Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of April 23, 2020, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

**B. [Communication with Auditors for Fiscal Year 2019/20 Financial Audit](#)**

Submitted by: Robert Cortez, Assistant Chief/ Business Services Department

Recommended Action:

Receive and file the report.

**C. [Options to Mitigate Escalating Charges to Cash Contract Cities](#)**

Submitted by: Lori Zeller, Deputy Chief/Administration & Support Bureau

Recommended Action:

Conduct a study session and provide direction to staff.

**REPORTS**

**REPORT FROM ASSISTANT CHIEF CORTEZ**

- Update on COVID-19 Fiscal Impacts

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, May 13, 2020, at 12:00 noon.

**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 and front gate public display case of the Orange County Fire Authority, Regional Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 2<sup>nd</sup> day of April, 2020.

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Martha Halvorson, CMC  
Acting Clerk of the Authority

**UPCOMING MEETINGS:**

Executive Committee Meeting	Thursday, April 23, 2020, 5:30 p.m.
Board of Directors Meeting	Thursday, April 23, 2020, 6:00 p.m.
Human Resources Committee Meeting	Tuesday, May 5, 2020, 12:00 noon