

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Meeting
Wednesday, September 9, 2020
12:00 Noon

Regional Fire Operations and Training Center
Board Room
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 September 9, 2020, at 12:00 p.m. by Chair Hernandez.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Gene Hernandez, Yorba Linda, Chair*
Beth Swift, Buena Park, Vice Chair*
Shelley Hasselbrink, Los Alamitos*
Joseph Muller, Dana Point*
Tri Ta, Westminster*
Don Sedgwick, Laguna Hills*
Ed Sachs, Mission Viejo*

Absent: Vince Rossini, Villa Park
Sergio Farias, San Juan Capistrano

Also present were:

Fire Chief Brian Fennessy
Deputy Chief Pokey Sanchez
Assistant Chief Randy Black
Clerk of the Authority Maria Huizar
General Counsel David Kendig

Deputy Chief Lori Zeller
Assistant Chief Robert Cortez
Assistant Chief Kenny Dossey
Assistant Chief Jim Ruane
Director of Human Resources Stephanie Holloman

1. PRESENTATIONS

No Items.

PUBLIC COMMENTS

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

2. CONSENT CALENDAR

On motion of Director Ta and second by Director Hasselbrink, and following a roll call vote, declared passed 7-0 (Director Farias and Rossini were absent) to approve Items 2A through 2C as submitted.

A. Minutes for the July 8, 2020, Budget and Finance Committee Meeting (FILE 12.02D1)

Action: Approve as submitted.

B. Fourth Quarter Financial Newsletter (FILE 15.07)

Action: Approve and direct staff to place the item on the agenda for the Executive Committee meeting of September 24, 2020, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

C. Annual Investment Report (FILE 11.10D)

Action: Review the proposed annual agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of September 24, 2020, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

D. Carryover of FY 2019/20 Uncompleted Projects (FILE 15.04)

Action: Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of September 24, 2020, with the Budget and Finance Committee's recommendation that the Board of Directors authorize the following proposed budget adjustments:

1. Approve a budget adjustment in the FY 2020/21 General Fund (121) increasing revenues by \$7,853,974 and expenditures by \$10,468,027.
2. Approve a budget adjustment in the FY 2020/21 General Fund CIP (12110) increasing expenditures by \$4,251,843.
3. Approve a budget adjustment in the FY 2020/21 Fire Stations and Facilities Fund (123) increasing expenditures by \$6,021,771.
4. Approve a budget adjustment in the FY 2020/21 Communications and Information Systems Fund (124) increasing expenditures by \$2,948,389.
5. Approve a budget adjustment in the FY 2020/21 Fire Apparatus Fund (133) increasing expenditures by \$2,409,530.

6. Approve a budget adjustment in the FY 2020/21 Settlement Agreement Fund (139) increasing expenditures by \$1,500,000.
7. Approve a budget adjustment in the FY 2020/21 Structural Fire Entitlement Fund (171) increasing expenditures by \$1,226,020.

3. DISCUSSION CALENDAR

A. Monthly Investment Reports (FILE 11.10D2)

Treasurer Tricia Jakubiak presented the Monthly Investment Reports.

On motion of Director Ta and second by Director Hasselbrink, and following a roll call vote declared passed 7-0 (Director Farias and Rossini were absent) to review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of September 24, 2020, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

B. Organizational Service Level Assessment Results & Approval of Next Phase of Citygate Services (FILE 17.16)

Assistant Chief Cortez introduced Citygate Consultant Stewart Gary who presented a PowerPoint presentation. Fire Chief Fennessy presented a brief follow up to the presentation.

On motion of Director Swift and second by Director Ta, and following a roll call vote, declared passed 6-0 (Directors Farias, Hasselbrink, and Rossini were absent) to review the proposed agenda items and direct staff to place the items on the agenda for the Board of Directors meeting of September 24, 2020, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Receive and file the Citygate Organizational Service Level Assessment (SLA) results presentation and final reports for Field Deployment, Emergency Medical Services, Emergency Command Center, Fleet Services and Executive Leadership.
2. Approve and authorize the Purchasing Manager to issue individual Purchase Orders to Citygate Associates, LLC, under the general terms and conditions of the previously authorized Master Agreement, for each of the following:
 - a. Business Services Department SLA – \$68,356
 - b. Community Risk Reduction Department SLA - \$70,792
3. Direct staff to increase expenditures in the FY 2020/21 General Fund (121) budget by \$139,148 to fund the SLA's and Strategic Plan outlined above.

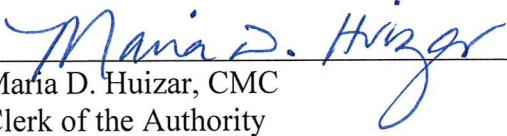
REPORTS

No Items.

COMMITTEE MEMBER COMMENTS

The Committee Members offered no comments.

ADJOURNMENT – Chair Hernandez adjourned the meeting at 1:38 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, October 14, 2020, at 12:00 noon.



Maria D. Huizar, CMC
Clerk of the Authority