

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Regular Meeting
Wednesday, April 14, 2021
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 April 14, 2021, at 12:00 p.m. by Vice Chair Ta.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Tri Ta, Westminster - Vice Chair
Troy Bourne, San Juan Capistrano*
Gene Hernandez, Yorba Linda*
Shelley Hasselbrink, Los Alamitos*
Anthony Kuo, Irvine*
John O'Neill, Garden Grove*
Ed Sachs, Mission Viejo*
Mark Tettermer, Lake Forest*

Absent: Joe Muller, Dana Point - Chair

Also present were:

Fire Chief Brian Fennessy
Deputy Chief Kenny Dossey
Assistant Chief Lori Smith
Assistant Chief Robert Cortez
General Counsel David Kendig

Deputy Chief Lori Zeller
Assistant Chief Randy Black
Assistant Chief Jim Ruane
Clerk of the Authority Maria Huizar
Ex-Officio Member, Jennifer Cervantez

PUBLIC COMMENTS

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

**Budget and Finance Committee Members participating via teleconferencing*

1. PRESENTATION

A. OCFA's Pension Liability, Accelerated Pension Paydown Plan and New Contract Cities (FILE 17.06A)

Deputy Chief Lori Zeller provided a PowerPoint presentation of the OCFA's Pension Liability, Accelerated Pension Paydown Plan and New Contract Cities.

Director Bourne arrived at this point (12:05 p.m.).

2. CONSENT CALENDAR

On motion of Director Tettemer and second by Director Hernandez, and following a roll call vote, declared passed 7-0, 2A-2C (Directors Muller and Sachs absent).

A. Minutes for the March 10, 2021, Regular Budget and Finance Committee Meeting (FILE 11.06)

Action: Approve as submitted.

B. Minutes for the March 10, 2021, Special Budget and Finance Committee Meeting (FILE 11.06)

Action: Approve as submitted.

C. Monthly Investment Reports (FILE 11.10D2)

Action: Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of April 22, 2021, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

3. DISCUSSION CALENDAR

A. Communication with Auditors for Fiscal Year 2020/21 Financial Audit (FILE 15.02B)

Assistant Chief Cortez presented the Communication with Auditors for Fiscal Year 2020/21 Financial Audit. He introduced Bryan Gruber, CPA of Lance, Soll & Lunghard LLP, (LSL) who provided a comprehensive process review of the upcoming OCFA audit and introduced the LSL's Senior Auditor Ryan Domino who will be working with OCFA.

On motion of Director Hernandez and second by Director Tettemer, and following a roll call vote, declared passed 7-0 (Directors Muller and Sachs absent) to receive and file the report.

B. Update on Public Works Procurement Procedures to Incorporate Best Practices (FILE 11.10H5)

Assistant Chief Cortez introduced the update on Public Works Procurement Procedures to Incorporate Best Practices. He introduced Purchasing Manager Sara Kennedy who provided a PowerPoint presentation.

Discussion ensued.

On motion of Director Tettermer and second by Director O'Neill, and following a roll call vote, declared passed 6-0 (Directors Bourne, Muller, and Sachs absent) to direct staff to place the item on the agenda for the Board of Directors meeting of April 22, 2021, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Approve the recommendation to modify the threshold for the "Two Solicitation" pre-qualification process to \$1,000,000 and;
2. Recommended that staff incorporate the specific responses to the issues raised at the prior Board meeting regarding the vetting of contractors, so that it is clear these areas are being addressed in future review of contractors.

C. Review of Purchasing Ordinance and Purchasing Provisions of Roles/Responsibilities/Authorities Matrix (FILE 11.03A)

Deputy Chief Zeller presented a PowerPoint Presentation of the Review of Purchasing Ordinance and Purchasing Provisions of Roles/Responsibilities/Authorities Matrix. Deputy Chief Zeller introduced Purchasing Manager Sara Kennedy who provided a summary of Sole Source and Special Procurement required circumstances.

On motion of Director Tettermer and second by Director Hasselbrink, and following a roll call vote, the committee voted 6-0 (Directors Bourne, Sachs and Muller absent) to direct staff to continue the agenda item to the next scheduled Budget and Finance Committee for further discussion.

D. Quick Reaction Force (QRF) Pilot Program (FILE 18.09D)

Fire Chief Fennessy presented the Quick Reaction Force (QRF) Pilot Program.

Director Sachs arrived at this point (1:52 p.m.).

On motion of Director Hasselbrink and second by Director Hernandez, and following a roll call vote, declared passed 7-0 (Directors Bourne and Muller, absent) to direct staff to place the item on the agenda for the Board of Directors meeting of April 22, 2021, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Approve the Funding Agreement with Southern California Edison in a form substantially consistent with the attachment and approved by legal counsel to accept funding in the amount of \$7,725,000 to fund the Quick Reaction Force Pilot Program for 150-days and an additional \$1,545,000 for a 30-day program extension. Funds will

cover the cost of the daily standby lease for one CH-47 Helitanker, daily standby lease for one S-76 Aerial Supervision aircraft, Air Tactical Group Supervisors, and standby lease for one mobile retardant plant to enhance the effectiveness of aerial responses to wildland fires.

2. Approve and authorize the Purchasing Manager to execute the Public Aircraft Lease and Service Agreement with Coulson Aviation (USA), Inc. in a form substantially consistent with the attachment and approved by legal counsel utilizing the sole source procurement provision in the Purchasing Ordinance for the provision of aircraft and other operational related services in an amount not to exceed \$8,710,000.
3. Approve and authorize the Purchasing Manager to enter into new Professional Services Agreements with Perimeter Solutions in a form substantially consistent with the attachment and approved by legal counsel utilizing the sole source procurement provision in the Purchasing Ordinance for the provision of a mobile fire retardant plant and related services in an amount not to exceed \$1,490,000.
4. Approve and authorize the Purchasing Manager to enter into new Professional Services Agreements with the Air Tactical Group Supervisors (ATGS) in a form substantially consistent with the attachment and approved by legal counsel at annual amounts not to exceed \$250,000 each with an aggregate program spending cap not to exceed \$720,000.
5. Approve and authorize a FY 2020/21 General Fund (121) budget adjustment to recognize funding from SCE for a revenue increase of \$9,270,000 and to increase appropriations by the same amount.
6. Approve the updated Cost Reimbursement Rate schedule to include the CH-47 Helitanker and S-76 Helitanker hourly flight rates, and mobile fire retardant plant rates to be effective June 15, 2021.
7. Adopt an exemption from the California Environmental Quality Act (CEQA) pursuant to Title 14, California Code of Regulations, Section 15301 (Existing Facilities) and direct staff to file a Notice of Exemption.

Director Tettermer left at this point (1:53 p.m.).

E. Fiscal Year 2019/20 Backfill/Overtime and Calendar Year 2020 Total Earnings/Compensation Analysis (FILE 15.11)

Finance Manager Julie Nemes presented a PowerPoint presentation of the compensation analysis.

Director Hasselbrink left at this point (1:58 p.m.).

On motion of Director Hernandez and second by Director O'Neill, and following a roll call vote, declared passed 5-0 (Directors Bourne, Hasselbrink, Muller, and Tettermer absent).

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of April 22, 2021, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions:

1. Direct staff to continue pursuing reductions in overtime by filling permanent vacancies as quickly as possible after the positions become vacant.

2. Authorize staff to temporarily exceed the number of authorized firefighter positions on the Master Position Control to maximize the number of firefighters hired into each academy, pending attrition/promotions that occur during and following academy graduations.
3. Direct staff to continue using overtime to fill temporary vacancies rather than hiring additional personnel, recognizing this as a cost-effective practice for temporary needs.

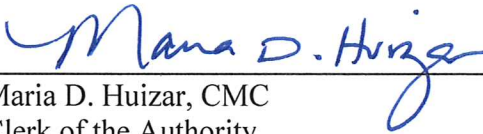
REPORTS

No Items.

COMMITTEE MEMBER COMMENTS

Director Sachs reported having difficulty with his connection to teleconference with the meeting.

ADJOURNMENT – Vice Chair Ta adjourned the meeting at 2:12 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, May 12, 2021, at 12:00 noon.



Maria D. Huizar, CMC
Clerk of the Authority