



**NOTICE AND CALL OF A SPECIAL MEETING  
OF THE ORANGE COUNTY FIRE AUTHORITY  
BOARD OF DIRECTORS, EXECUTIVE COMMITTEE,  
BUDGET & FINANCE COMMITTEE  
AND THE HUMAN RESOURCES COMMITTEE**

A Special Meeting of the  
Orange County Fire Authority  
Board of Directors, Executive Committee, Budget & Finance Committee  
and the Human Resources Committee  
has been scheduled for October 13, 2022, at 6 p.m.

The meeting will be held at:  
Orange County Fire Authority  
Regional Fire Operations & Training Center  
Board Room  
1 Fire Authority Road  
Irvine, CA

The business to be transacted at the meeting is indicated on the attached Agenda.

Opportunity will be provided for members of the public to address the  
Orange County Fire Authority Committee Members  
regarding any item of business as described on the Agenda.

  
Michele Steggall  
Chair



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

### CONCURRENT JOINT SPECIAL MEETINGS OF THE BOARD OF DIRECTORS, EXECUTIVE COMMITTEE, BUDGET & FINANCE COMMITTEE, AND HUMAN RESOURCES COMMITTEE

Thursday, October 13, 2022  
6:00 P.M.

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

Link to:  
[Board of Directors Member Roster](#)

#### **NOTICE REGARDING PUBLIC PARTICIPATION DURING COVID-19 EMERGENCY**

This meeting is open to the public. In addition, there are several alternative ways to view and to make comments during the meeting, including:

**Access Meeting Live (No Public Comments):**

You may access the meeting live electronically at: <https://player.cloud.wowza.com/hosted/xvtncikw/player.html>.  
(Note: you should use one of the other alternatives below if you want to make comments during the meeting.)

**Public Comments Live via Zoom:** You may also view and make real-time verbal comments during the meeting via the Zoom link below during the meeting. You will be audible during your comments, but the board members will not be able to see you. To submit a live comment using Zoom, please be prepared to use the "Raise Your Hand" feature when public comment opportunities are invited by the Chair. (You can raise your hand on your smart phone by pressing \*9.) Also, members of the public must unmute themselves when prompted upon being recognized by the Chair in order to be heard. (To unmute your smartphone in Zoom, press \*6.)

Public Comments via Zoom: <https://zoom.us/j/83264128588#success>  
Meeting ID: 832 6412 8588  
Passcode: 298121  
Raise Your Hand (press \*9) and Unmute (press \*6)

**E-Comments:** Alternatively, you may email your written comments to [coa@ocfa.org](mailto:coa@ocfa.org). E-comments will be provided to the board members upon receipt and will be part of the meeting record as long as they are received during or before the board takes action on an item. Emails related to an item that are received after the item has been acted upon by the board will not be considered.

Further instructions on how to provide comments is available at: <https://ocfa.org/PublicComments>.



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 and identify the need and the requested modification or accommodation. Please notify us as soon as is feasible, however 48 hours prior to the meeting is appreciated to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

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 board members 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>

## **CALL TO ORDER**

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

## **PUBLIC COMMENTS**

**Please refer to instructions on how to submit a public comment during COVID-19 Emergency on Page 1 of this Agenda. Comments at special meetings are limited to only items on the Agenda.**

## **1. DISCUSSION CALENDAR**

### **A. Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings** Submitted by: David Kendig, General Counsel

#### Recommended Actions by each legislative body:

##### **Option #1:**

Make the following findings by majority votes of the Board of Directors, and the following committees: Executive, Budget and Finance, and Human Resources:

- a. A state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect; and
- b. The Board of Directors and each Committee has reconsidered the circumstances of the emergency; and
- c. Local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

##### **Option #2:**

Make the following findings by majority votes of the Board of Directors, and following committees: Executive, Budget and Finance, and Human Resources:

- a. Although a state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect, the OCFA Board of Directors and

each Committee has reconsidered the circumstances of the emergency and no longer finds a need for the legislative body to continue the use of teleconferencing for its meetings.

## **BOARD MEMBER COMMENTS**

**ADJOURNMENT** – The next regular meeting of the Orange County Fire Authority Board of Directors will be on Thursday, October 27, 2022, at 6:00 p.m.

## **AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54956, that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 24 hours prior to the meeting.

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Maria D. Huizar, CMC  
Clerk of the Authority

### **FUTURE BOARD AGENDA ITEMS – THREE-MONTH OUTLOOK:**

- Labor Negotiations
- Quarterly Purchasing Report
- Accept UASI and SHSGP Grant Funding
- Approval of Annual Statement of Investment Policy and Investment Authorization
- ACFR Report – Audited Financial Reports
- Annual Calendar of Meetings in 2023
- Lease-Purchasing Agreement for Firehawk Helicopters

### **UPCOMING MEETINGS:**

Legislative and Public Affairs Committee  
Concurrent Joint Special Meeting of the  
Board of Directors and Committees  
Executive Committee  
Board of Directors

Wednesday, October 19, 2022, 12 noon

Thursday, October 27, 2022, 6:00 p.m.

Thursday, October 27, 2022, 5:30 p.m.

Thursday, October 27, 2022, 6:00 p.m.



**Orange County Fire Authority**  
**AGENDA STAFF REPORT**

**Concurrent Joint Special Meetings**  
**October 13, 2022**

**Agenda Item No. 1A**  
**Discussion Calendar**

**Findings Required by AB 361 for the Continued Use of  
Teleconferencing for Meetings**

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**Contact(s) for Further Information**

David E. Kendig, General Counsel

[Dkendig@wss-law.com](mailto:Dkendig@wss-law.com)

714.415.1083

**Summary**

In order for the Board of Directors and Committees to continue meeting via teleconference during the pandemic, AB 361 requires the local legislative bodies to make specified findings at least every thirty (30) days.

**Prior Board/Committee Action**

At the October 28, 2021 meeting, the Board of Directors approved the legally required findings and directed staff to schedule concurrent Special Joint Meetings of the Board of Directors, Executive Committee, Budget and Finance Committee, and Human Resources Committee with regular or special meetings of the Board of Directors whenever necessary to address the requirement to make the required findings at least every thirty (30) days, and to minimize the need for separate Board or committee meetings to address this new requirement of the Brown Act.

On July 20, 2022, the Legislative and Public Affairs Committee held its first meeting and was added to the agenda of concurrent Special Joint Meetings to consider approving the required findings by AB 361. At the August 25, 2022, Special Concurrent Joint Meeting of the Board and all of the Committees in which AB361 was considered, the Legislative and Public Affairs Committee vote failed 3-3 and will now be required to meet in person.

On August 9, 2022, the Operations Committee held its first meeting and is therefore being added to the agenda of concurrent Special Joint Meetings to consider approving the required findings by AB 361. At the August 25, 2022, Special Concurrent Joint Meeting of the Board and all of the Committees in which AB361 was considered, the Operations Committee vote failed 3-3 and will now be required to meet in person.

**RECOMMENDED ACTION(S)**

**Option #1:**

Make the following findings by majority votes of the Board of Directors, and the following committees: Executive, Budget and Finance, and Human Resource:

- a. A state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect; and
- b. The Board of Directors and each Committee has reconsidered the circumstances of the emergency; and
- c. Local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

**Option #2:**

Make the following findings by majority votes of the Board of Directors, and following committees: Executive, Budget and Finance, and Human Resources:

- a. Although a state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect, the OCFA Board of Directors and each Committee has reconsidered the circumstances of the emergency and no longer finds a need for the legislative body to continue the use of teleconferencing for its meetings.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Nominal software licensing costs to continue to use Zoom Webinar to stream meetings in a manner that allows online public comments.

**Background**

Assembly Bill 361 was signed into law by the Governor on September 16, 2021. A portion of AB 361 enacted amendments to California Government Code section 54953 regarding teleconference meetings.

Those amendments authorize local agencies like the Fire Authority to continue to conduct meetings by teleconference during a Governor-proclaimed state of emergency<sup>1</sup> provided that certain findings are made by the legislative body, and provided that certain procedural requirements are met regarding public access to the meetings.

AB 361 requires particular findings be made by the Board of Directors and each of the OCFA's legislative bodies within 30 days after the legislative body's first meeting, and requires that the new findings must be reaffirmed at least every thirty (30) days thereafter in order for the legislative body to continue to use teleconferencing.

**The Required Findings**

The teleconference provisions in AB 361 may only be utilized as long as a Governor-proclaimed state of emergency remains active, and while state or local officials have recommended measures to promote social distancing.

To continue to teleconference pursuant to AB 361, each legislative body must make the following findings by majority vote at least every 30 days:

- (A) The legislative body has reconsidered the circumstances of the state of emergency; and
- (B) Either of the following circumstances exist:
  - (i) The state of emergency continues to directly impact the ability of the members to meet safely in person; or

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<sup>1</sup> For purposes of AB 361 "...state of emergency" means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act..." Cal. Gov't Code sec. 54953(e)(4). Section 8625 of CESA in turn refers to a state of emergency proclaimed by the Governor.

- (ii) State or local officials continue to impose or recommend measures to promote social distancing.<sup>2</sup>

To comply with that requirement, the recommended action would have the Board of Directors and each Committee find each of the following:

- a. A state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect; and
- b. The Board of Directors and each Committee has reconsidered the circumstances of the emergency; and
- c. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

Although there are fewer "social distancing" recommendations in effect today than there have been in the recent past, it remains the case that the relevant health officials continue to recommend measures to promote social distancing, including but not limited to the following:

- In the County of Orange Health Officer's most recent Orders and Strong Recommendations, posted on August 19, 2022, the County Health Officer continues to "strongly recommend" that "the older a person is, the more health conditions a person has, and the more severe the conditions, the more important it is to take preventive measures for COVID-19 such as getting vaccinated, including boosters, social distancing and wearing a mask when around people who don't live in the same household, and practicing hand hygiene."

**Attachment(s)**

None.

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<sup>2</sup> Cal. Gov't Code sec. 54953(e)(3).