



ORANGE COUNTY FIRE AUTHORITY AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Thursday, November 16, 2023
6:00 P.M.

Orange County Fire Authority
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 ACCESS AND PARTICIPATION

This meeting is open to the public. Committee members will participate in person. There are several alternative ways to make comments including:

In Person Comments at Meeting: Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Committee on items within their subject matter jurisdiction, but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Committee and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

If you wish to speak, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to item being considered. Speaker Forms are available at the entryway of meeting location.

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

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>



In compliance with the Americans with Disabilities Act and [Board of Directors policy](#), if you need reasonable accommodations to participate in this meeting, please complete the [ADA Reasonable Accommodation Form](#) available on the Agency's website and email to COA@ocfa.org, or you may contact the Clerk of the Authority at (714) 573-6040 during regular business hours to submit your request orally. Please notify us at least 48 hours prior to the meeting to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

CALL TO ORDER by Chair Rossini

INVOCATION by OCFA Chaplain Brett Peterson

PLEDGE OF ALLEGIANCE by Director Chun

ROLL CALL by Clerk of the Authority

REPORTS

- A. Report from Budget and Finance Committee Chair O'Neill**
- B. Report from Human Resources Committee Chair Kalmick**
- C. Report from the Fire Chief**
 - Veteran's Day
 - Spark of Love
 - Incident Updates
 - Hangar Fire

PUBLIC COMMENTS

Please refer to instructions on how to submit a public comment on Page 1 of this Agenda.

1. PRESENTATION

- A. Recognition of GFOA Annual Comprehensive Financial Report Award**

2. CONSENT CALENDAR

All matters on the consent calendar are considered routine and are to be approved with one motion unless a director or a member of the public requests separate action on a specific item.

- A. [Minutes for the Board of Directors Meeting](#)**

Submitted by: Maria D. Huizar, Clerk of the Authority

The record will show that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

Recommended Action:

Approve the Minutes for the October 26, 2023, Regular Meeting as submitted.

B. 2024 Board Meetings Schedule

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Maria D. Huizar, Clerk of the Authority

Recommended Action:

Adopt the proposed Resolution entitled A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS ESTABLISHING THE REGULAR MEETING DATES FOR CALENDAR YEAR 2024.

C. Updated Cost Reimbursement Equipment Rates

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Gina Cheung, Accounting Manager

On November 8, 2023, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Board of Directors agenda by a vote of 6-0 (Directors Lumbard, Patel, and Nguyen absent).

Recommended Action:

Approve and adopt the proposed Cost Reimbursement Equipment Rate schedule to be effective October 1, 2023 per Cal OES and FEMA.

D. Organizational Service Level Assessment Update

Submitted by: Lori Zeller, Deputy Chief/Administration & Support Bureau and Robert Cortez, Assistant Chief/Business Services Department

On November 8, 2023, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Board of Directors agenda by a vote of 6-0 (Directors Lumbard, Patel, and Nguyen absent).

Recommended Action:

Receive and file the Organizational Service Level Assessment (SLA) update.

E. Approval of Annual Statement of Investment Policy, Broker/Dealer List and Investment Authorization

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Tricia Jakubiak, Treasurer/Treasury & Financial Planning

On November 8, 2023, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Board of Directors agenda by a vote of 6-0 (Directors Lumbard, Patel, and Nguyen absent).

Recommended Actions:

1. Review and approve the submitted Investment Policy of the Orange County Fire Authority, to be effective January 1, 2024.
2. Review and approve the Broker/Dealer list for a term of three years through November 30, 2026.

3. Pursuant to Government Code Sections 53601 and 53607, renew delegation of investment authority to the Treasurer for a one-year period, to be effective January 1, 2024.

F. Amendments to the Personnel & Salary Resolution

Submitted by: Lori Zeller, Deputy Chief/Administration & Support Bureau and Stephanie Holloman, Assistant Chief/Human Resources Director

On November 7, 2023, the Human Resources Committee reviewed the proposed agenda item and directed staff to place the item on the Board of Directors agenda by a vote of 6-0 (Director Chun absent).

Recommended Action:

Approve the amendments to the Personnel & Salary Resolution, Resolution Part 3, Article 1, Section 6(B) – Range Adjustment, to reflect a change in the salary range for the classification of Director of Communications.

G. Audited Financial Reports for the Fiscal Year Ended June 30, 2023

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Gina Cheung, Accounting Manager and Tammie Pickens, General Accounting Manager

On November 8, 2023, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Board of Directors agenda by a vote of 7-0 (Directors Patel and Nguyen absent).

Recommended Actions:

1. Receive and approve the reports.
2. Review the calculations used to determine the fund balance amounts assigned to the capital improvement program and workers' compensation, and confirm the calculations' consistency with the OCFA's Assigned Fund Balance Policy.

H. Quick Reaction Force (QRF) Program

Submitted by: Brian Fennessy, Fire Chief and Tim Perkins, Assistant Chief/South Operations

On November 8, 2023, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Board of Directors agenda by a vote of 7-0 (Directors Patel and Nguyen absent).

Recommended Actions:

1. Approve the Funding Agreement with Southern California Edison in the attached form to accept funding in the amount of \$16,007,672 to fund the fixed-cost portion of the 365-day 2024 Quick Reaction Force Program, with the option to renew for the 2025 Program year (pending SCE funding for 2025).
2. Approve and authorize the Purchasing Manager to enter into new QRF-related vendor contracts, in the forms attached by the individual amounts needed in support of the

- QRF Program so long as the aggregate value does not exceed the program budget (see table).
3. Approve and authorize a FY 2023/24 General Fund (121) budget adjustment to recognize 2024 Program funding from SCE for a revenue increase of \$16,007,672 and to increase appropriations by the same amount. The 2025 Program funding will be reflected in the 2024-25 budget if SCE exercises the option to renew funding.
 4. Approve the updated Cost Reimbursement Rate schedule to include the CH-47 Very Large Helitanker, S-61 Helitanker, and S-76 Helitanker daily stand-by and hourly flight rates, and mobile fire-retardant plant daily stand-by and hourly rates, and hourly rates for Program Manager and Air Tactical Group Supervisors to be effective January 1, 2024.
 5. 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.
 6. Authorize the Fire Chief to approve non-substantive changes to the Agreements in items 1, 2 and 3 above, provided such changes are consistent with the purpose of the program described herein, do not increase the total cost of the program in either program year, and are in a form approved by General Counsel.
 7. All the foregoing approvals and authorizations are conditional upon Consolidated Fire Protection District of Los Angeles County and Ventura County Fire Department approval of funding agreements with SCE for the 2024 Quick Reaction Force Program and related agreements.

**I. [Award of Public Works Contract for Fire Station 4 Restroom Remodel & Upgrades](#)
Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Patrick Bauer, Property & Construction Manager/Logistics Department**

Recommended Actions:

1. Approve the plans and specifications for restroom remodel and upgrades at OCFA Fire Station #4.
2. Accept Blackstone Builders Inc. bid dated September 18, 2023.
3. Approve and award the public works contract to Blackstone Builders, Inc. in the amount of \$1,301,593.

3. DISCUSSION CALENDAR

A. [Wildfire Resource Center \(Camp 18\) Site Selection](#)

Submitted by: Jim Ruane, Assistant Chief/Logistics Department, Lori Zeller, Deputy Chief/Administration & Support Bureau and Tim Perkins, Assistant Chief/South Operations

On September 22, 2022, the Board of Directors approved the allocation of \$4.2M in State funding beginning in FY 2022/23 for an expanded Hand Crew program. On November 17, 2022, the Board of Directors approved an amendment to the 5-Year CIP to add \$16.9M in State funding for a new Wildland Resource Center to support the expanded Hand Crew program.

Recommended Action:

Provide direction to staff regarding which site the Board would like to pursue for OCFA’s future Wildfire Resource Center, subject to successful price and term negotiations as directed by the Board, and subject to any applicable due diligence related to the selected site.

RECESS TO CLOSED SESSION

The Brown Act permits legislative bodies to discuss certain matters without members of the public present. The Board of Directors find, based on advice from the General Counsel, that discussion in open session of the following matter will prejudice the position of the Authority on item listed below:

CS1. CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION pursuant to paragraph (2) and (3) of subdivision (d) of Section 54956.9 of the Government Code: One (1) Case

CS2. CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code Section 54957.6
 Chief Negotiators: Board Chair Rossini, Board Vice Chair & Budget and Finance Committee Chair O’Neill, and Immediate Past Board Chair Shawver
 Position: Fire Chief

CS3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR pursuant to Government Code Section 54956.8:
 Address of Property: APN # 125-165-06 (two portions)
 Negotiator: City of San Clemente City Manager Andy Hall
 Negotiating with: Jim Ruane, Assistant Chief/Logistics Department and Lori Zeller, Deputy Chief/Administration & Support Bureau
 Terms: Price and Terms

CS4. CONFERENCE WITH REAL PROPERTY NEGOTIATOR pursuant to Government Code Section 54956.8:
 Address of Property: APN # 678-163-01
 Negotiator: Rancho Mission Viejo, PA 3 Development LLC. President Jeremy Laster
 Negotiating with: Jim Ruane, Assistant Chief/Logistics Department and Lori Zeller, Deputy Chief/Administration & Support Bureau
 Terms: Price and Terms

RECONVENE TO OPEN SESSION

CLOSED SESSION REPORT by General Counsel

3. DISCUSSION CALENDAR (Continued)

B. Amended and Restated Employment Agreement with the Fire Chief

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Director and David E. Kendig, General Counsel

Recommended Action:

Following the Closed Session negotiations of amendment terms, approve and authorize the Board Chair to execute an amended and restated Employment Agreement with the Fire Chief.

BOARD MEMBER COMMENTS

ADJOURNMENT – The next meeting of the Orange County Fire Authority Board of Directors will be on Thursday, January 25, 2024, 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 § 54954.2(a), 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 72 hours prior to the meeting.

Maria D. Huizar, CMC
Clerk of the Authority

FUTURE BOARD AGENDA ITEMS – THREE-MONTH OUTLOOK:

- OCFA JPA Study Session
- Long-Term Liability Study & Accelerated Pension Paydown Plan
- Annual Grants Priorities
- Burn Safety Proclamation
- Mid-Year Financial Report
- UASI Grant Funding

UPCOMING MEETINGS:

Budget & Finance Committee
Legislative & Public Affairs Committee
Executive Committee
Board of Directors

Wednesday, January 10, 2024, 12 noon
Wednesday, January 17, 2024, 12 noon
Thursday, January 25, 2024, 5:30 p.m.
Thursday, January 25, 2024, 6:00 p.m.