



**NOTICE AND CALL OF A SPECIAL MEETING  
OF THE ORANGE COUNTY FIRE AUTHORITY  
BOARD OF DIRECTORS,**

A Special Meeting of the  
Orange County Fire Authority Board of Directors  
have been held on Wednesday, April 12, 2023  
at 12:00 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 Board Members  
regarding any item of business as described on the Agenda.

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Vince Rossini, Chair  
Board of Directors



# ORANGE COUNTY FIRE AUTHORITY AGENDA

## BOARD OF DIRECTORS SPECIAL MEETING

Wednesday, April 12, 2023  
12:00 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 ACCESS AND PARTICIPATION

This is a Special Meeting and will be limited to comments only on items on the agenda. This meeting is open to the public. 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 on the agenda and 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](mailto: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](mailto: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

**PLEDGE OF ALLEGIANCE** by Director Hernandez

**ROLL CALL** by Clerk of the Authority

**PUBLIC COMMENTS**

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

**DISCUSSION CALENDAR**

**1A. Designation and Appointment of Interim Auditor for the Orange County Fire Authority**

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

Recommended Action:

Adopt the submitted resolution appointing OCFA's Assistant Chief of Business Services, Robert C. Cortez, as interim auditor for the Orange County Fire Authority, effective immediately until the Finance Division Manager position is filled and the Board appoints a new auditor.

**BOARD MEMBER COMMENTS**

**ADJOURNMENT** – The next meeting of the Orange County Fire Authority Board of Directors will be on Thursday, April 27, 2023, 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



Orange County Fire Authority  
**AGENDA STAFF REPORT**

Board of Directors Special Meeting  
April 12, 2023

Agenda Item No. 1A  
Discussion Calendar

**Designation and Appointment of Interim Auditor  
for the Orange County Fire Authority**

**Contact(s) for Further Information**

Lori Zeller, Deputy Chief Administration & Support Bureau	<a href="mailto:lorizeller@ocfa.org">lorizeller@ocfa.org</a>	714.573.6020
Robert C. Cortez, Assistant Chief Business Services Department	<a href="mailto:robertcortez@ocfa.org">robertcortez@ocfa.org</a>	714.573.6012

**Summary**

This agenda item is submitted to request the appointment of Assistant Chief of Business Services, Robert C. Cortez as interim auditor for the Orange County Fire Authority (OCFA), pursuant to Article II, Section 13 of the Joint Powers Agreement.

**Prior Board/Committee Action**

Not applicable.

**RECOMMENDED ACTION(S)**

Adopt the submitted resolution appointing OCFA's Assistant Chief of Business Services, Robert C. Cortez, as interim auditor for the Orange County Fire Authority, effective immediately until the Finance Division Manager position is filled and the Board appoints a new auditor.

**Impact to Cities/County**

Not Applicable.

**Fiscal Impact**

Not Applicable.

**Background**

Julie Nemes, OCFA's Finance Division Manager was appointed as auditor by the OCFA Board on September 26, 2019, as required by California Government Code Section 6505.6 and the OCFA's Joint Powers Agreement. Ms. Nemes has tendered her resignation effective April 14, 2023. Therefore, Assistant Chief Cortez will fulfill the role of Finance Division Manager during a transition period as the OCFA conducts a recruitment to fill this vacancy. Once the position is filled, staff will seek OCFA Board approval to appoint a new auditor.

As is currently the case, Chief Cortez will continue to engage an outside certified public accountant to perform the annual independent audit as required by California Government Code Section 6505.6.

**Attachment(s)**

Proposed Resolution

**RESOLUTION NO. 2023-XX**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
ORANGE COUNTY FIRE AUTHORITY, ORANGE COUNTY,  
CALIFORNIA, APPOINTING AN INTERIM AUDITOR FOR  
THE ORANGE COUNTY FIRE AUTHORITY**

**WHEREAS**, The Orange County Fire Authority was established on March 1, 1995, as a joint powers authority to provide Fire and Emergency Medical Services to the member Cities and unincorporated areas of the County of Orange; and

**WHEREAS**, State law and the Orange County Fire Authority Joint Powers Agreement require that the Board designate or appoint an auditor to perform the functions as required by Government Code Sections 6505 and 6505.5 including any subsequent amendments thereto.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The Board of Directors of the Orange County Fire Authority does hereby appoint OCFA's Assistant Chief/Business Services Department, Robert C. Cortez, as the interim auditor until the Finance Division Manager position is filled, as required by Government Code Section 6505.6.
2. This appointment is effective immediately.
3. Pursuant to the Joint Powers Agreement and Government Code section 6505.1, Mr. Cortez shall file an official bond with the Risk Management Division, the premiums for which shall be an expense of the Authority.

**PASSED, APPROVED, and ADOPTED** this \_\_\_\_\_ day of April, 2023.

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VINCE ROSSINI, CHAIR  
Board of Directors

ATTEST:

\_\_\_\_\_  
MARIA D. HUIZAR, CMC  
Clerk of the Authority

APPROVED AS TO FORM:

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DAVID E. KENDIG,  
General Counsel