

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Regular Meeting
Wednesday, September 13, 2023
12:00 Noon

Regional Fire Operations and Training Center
Classroom One
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 13, 2023, at 12:00 p.m. by Chair O'Neill.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: John O'Neill, Garden Grove, Chair
John Gabbard, Dana Point
Gene Hernandez, Yorba Linda
Austin Lombard, Tustin
Chi Charlie Nguyen, Westminster
Vince Rossini, Villa Park

Absent: Troy Bourne, San Juan Capistrano
Shelley Hasselbrink, Los Alamitos
Nitesh Patel, La Palma

Staff present:

Fire Chief Brian Fennessy
Assistant Chief Robert Cortez
Assistant Chief Jim Ruane
Assistant Chief Stephanie Holloman
Clerk of the Authority Maria D. Huizar
General Counsel David Kendig
Ex-Officio Member Jennifer Cervantez

Deputy Chief Lori Zeller
Deputy Chief TJ McGovern
Assistant Chief Lori Smith
Assistant Chief Shane Sherwood
Director of Communications Matt Olson
Assistant Chief Rob Capobianco

PUBLIC COMMENTS

None.

1. PRESENTATION

No items.

2. CONSENT CALENDAR

On motion of Director Hernandez and second by Director Rossini, approved 6-0 by consensus Agenda Item Nos. 2A-2G (Directors Bourne, Hasselbrink, and Patel absent).

A. Minutes for the Budget and Finance Committee Meeting (FILE 12.02B2)

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.

Action: Approve the Minutes for the July 12, 2023, Regular Meeting as submitted.

B. 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 September 28, 2023, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

C. Fourth Quarter Financial Newsletter (FILE 15.07)

Action: Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of September 28, 2023, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

D. Fourth Quarter Purchasing Report (FILE 11.10H1)

Action: Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of September 28, 2023, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

E. Annual Investment Report (FILE 11.10D1)

Action: In compliance with Section 18.2 of the Orange County Fire Authority's Investment Policy, review the proposed annual agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of September 28, 2023, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

F. Acceptance of 2023 Department of Homeland Security/Federal Emergency Management Agency's Urban Search & Rescue Preparedness Cooperative Agreement Funding (FILE 16.02B)

Action: Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of September 28, 2023, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Approve and adopt the proposed Resolution to accept the Department of Homeland Security/Federal Emergency Management Agency's Grant Readiness Cooperative Agreement funding.
2. Approve a budget adjustment to the FY 2023/24 General Fund (121) budget increasing revenues and expenditures by \$1,381,456.00.

G. Carryover of FY 2022/23 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 28, 2023, 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 2023/24 General Fund (121) to adjust revenues by \$21,467,150 and expenditures by \$22,046,115.
2. Approve a budget adjustment in the FY 2023/24 General Fund CIP (12110) to adjust expenditures by \$5,997,029.
3. Approve a budget adjustment in the FY 2023/24 Fire Stations and Facilities Fund (123) to adjust expenditures by \$21,525,225.
4. Approve a budget adjustment in the FY 2023/24 Communications and Information Systems Fund (124) to adjust expenditures by \$4,063,029.
5. Approve a budget adjustment in the FY 2023/24 Settlement Agreement Fund (139) to adjust expenditures by \$1,500,000.
6. Approve a budget adjustment in the FY 2023/24 Structural Fire Entitlement Fund (171) to adjust expenditures by \$3,509,336.

3. DISCUSSION CALENDAR

A. Contract Award for Ambulance Consulting Services (FILE 18.05B)

Assistant Chief Rob Capobianco presented the Contract Award for Ambulance Consulting Services.

On motion of Director Nguyen and second by Director Rossini, approved 6-0 by consensus (Directors Bourne, Hasselbrink, and Patel absent) to review the proposed agenda item and direct staff to place the item on the agenda for the Board of Director's meeting of September 28, 2023, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Approve a budget adjustment increasing expenditures in the FY 2023/24 General Fund (121) by \$149,916 for Ambulance Consulting Services.
2. Approve and Authorize the Purchasing Manager to enter into a Professional Services Agreement with Citygate Associates for Ambulance Consulting Services for an amount not to exceed \$149,916.

B. Prefunding of CIP Projects Policy Review Process - Overview of OCFA's Capital Improvement Program (FILE 11.13A)

Assistant Chief Robert Cortez provided a PowerPoint presentation of the Prefunding of CIP Projects Policy Review Process – Overview of OCFA's Capital Improvement Program.

Assistant Chief Jim Ruane provided an overview relating to the Expenditure Categories, and 5-Year FY 2023-24 CIP Major Objectives.

On motion of Director Nguyen and second by Director Hernandez, approved 6-0 by consensus (Directors Bourne, Hasselbrink, and Patel absent) to receive and file an overview of OCFA's Capital Improvement Program.


REPORTS

None.

COMMITTEE MEMBER COMMENTS

None.

ADJOURNMENT – Chair O'Neill adjourned the meeting at 12:22 p.m. The next meeting of the Budget and Finance Committee is scheduled for Tuesday, October 17, 2023, at 12:00 noon.



Maria D. Huizar, CMC
Clerk of the Authority