

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Regular Meeting
Wednesday, November 8, 2023
12 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 November 8, 2023, at 12:00 p.m. by Chair O'Neill.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: John O'Neill, Garden Grove, Chair
Troy Bourne, San Juan Capistrano, Vice Chair
John Gabbard, Dana Point
Shelley Hasselbrink, Los Alamitos
Gene Hernandez, Yorba Linda
Austin Lumbard, Tustin
Vince Rossini, Villa Park

Absent: Chi Charlie Nguyen, Westminster
Nitesh Patel, La Palma

Staff present:

Deputy Chief Lori Zeller	Assistant Chief Robert Cortez
Assistant Chief Jim Ruane	Assistant Chief Shane Sherwood
Assistant Chief Tim Perkins (remote)	Director of Communications Matt Olson
General Counsel David Kendig	Assistant Chief Stephanie Holloman
Clerk of the Authority Maria D. Huizar	Assistant General Counsel Michael Daudt
Ex-Officio Member Jennifer Cervantez	

PUBLIC COMMENTS

None.

1. PRESENTATION

No items.

2. CONSENT CALENDAR

On motion of Director Hernandez and second by Director Rossini approved 7-0 Agenda Item Nos. 2A-2G (Director Nguyen 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 October 17, 2023, Special 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 November 16, 2023, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

C. First 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 November 16, 2023, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

D. First 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 November 16, 2023, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

E. Updated Cost Reimbursement Equipment Rates (FILE 15.12)

Action: Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of November 16, 2023, with the Budget and Finance Committee's recommendation that the Board of Directors approve and adopt the proposed Cost Reimbursement Equipment Rate schedule to be effective October 1, 2023 per Cal OES and FEMA.

F. Organizational Service Level Assessment Update (FILE 17.16)

Action: Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of November 16, 2023, with the Budget and Finance Committee's recommendation that the Board of Directors receive and file the Organizational Service Level Assessment (SLA) update.

G. Approval of Annual Statement of Investment Policy, Broker/Dealer List and Investment Authorization (FILE 11.10D)

Action: Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of November 16, 2023, with the Budget and Finance Committee's recommendation that the Board of Directors take the following 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.

3. DISCUSSION CALENDAR

A. Audited Financial Reports for the Fiscal Year Ended June 30, 2023 (FILE 15.06)

Assistant Chief Cortez presented the Audited Financial Reports for the Fiscal Year Ended June 30, 2023.

On motion of Director Hernandez and second by Director Hasselbrink, approved 7-0, (Directors Nguyen and Nitesh absent) to review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of November 16, 2023, with the Budget and Finance Committee's recommendation that the Board of Directors:

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.

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

Assistant Chief Cortez presented the Quick Reaction Force (QRF) Program.

On motion of Director Hernandez and second by Director Rossini, approved 7-0 (Directors Nguyen and Patel absent) to review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of November 16, 2023, with the Budget and Finance Committee's recommendation that the Board of Directors:

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.

C. Prefunding of CIP Projects Policy Review Process – Review of CIP Sample Policies and Best Practices (FILE 11.13A)

Assistant Chief Cortez presented a PowerPoint presentation of the Prefunding of CIP Projects Policy Review Process – Review of CIP Sample Policies and Best Practices.

On motion of Director Rossini and second by Director Hernandez, approved 7-0, (Directors Nguyen and Patel absent) to receive and file a review of CIP Sample Policies and Best Practices.

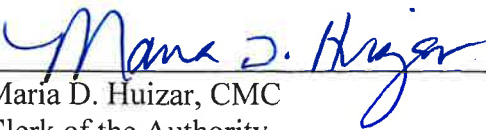
REPORTS

None.

COMMITTEE MEMBER COMMENTS

None.

ADJOURNMENT – Chair O’Neill adjourned the meeting at 12:27 p.m. The next meeting of the Budget and Finance Committee is scheduled for Wednesday, January 10, 2024, at 12:00 noon.



Maria D. Huizar, CMC
Clerk of the Authority