

MINUTES ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Meeting

April 13, 2016

12:00 Noon

Regional Fire Operations and Training Center

Room AE117

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 April 13, 2016, at 12:01 p.m. by Chair McCloskey.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present:

Al Murray, Tustin
Jerry McCloskey, Laguna Niguel
Ed Sachs, Mission Viejo
Elizabeth Swift, Buena Park
Tri Ta, Westminster

Absent:

Gene Hernandez, Yorba Linda

Also present were:

Assistant Chief Mike Schroeder
Assistant Chief Dave Thomas
Clerk of the Authority Sherry Wentz

Assistant Chief Lori Zeller
Communications Director Sandy Cooney
General Counsel Dave Kendig

1. PRESENTATIONS

No items.

PUBLIC COMMENTS (F: 12.02B3)

Chair McCloskey opened the Public Comments portion of the meeting. Hearing no response, Chair McCloskey closed the Public Comments portion of the meeting.

2. MINUTES

A. Minutes for the March 9, 2016, Budget and Finance Committee Meeting (F: 12.02B2)

On motion of Director Ta and second by Director Murray, the Committee voted unanimously by those present to approve the Minutes for the March 9, 2016, Budget and Finance Committee meeting, as submitted.

3. CONSENT CALENDAR (Agenda items 3A and 3B were pulled for separate consideration)

A. Quarterly Status Update Orange County Employees' Retirement System (F: 17.06B)

Stephen Wontrobski, Mission Viejo resident, expressed concerns with the Unfunded Actuarial Accrued Liability.

On motion of Vice Chair Swift and second by Director Murray, the Committee voted unanimously by those present to receive and file the report.

B. Quarterly Purchasing Report (F: 11.10H1)

Director Sachs pulled this item to request clarification on the change order gap.

On motion of Vice Chair Swift and second by Director Murray, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Executive Committee meeting of April 28, 2016, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

4. DISCUSSION CALENDAR

A. Monthly Investment Reports (F: 11.10D2)

Treasurer Tricia Jakubiak provided an overview of the Monthly Investment Reports.

Minutes

OCFA Budget and Finance Meeting

April 13, 2016 Page - 2

On motion of Director Murray and second by Director Ta, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Executive Committee meeting of April 28, 2016, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

B. Communication with Auditors for FY 2015/16 Financial Audit (F: 15.02B)

Finance Manager/Auditor Jim Ruane introduced Rich Kikuchi, Lance, Soll & Lunghard, LLP (LSL) who provided an update on the Fiscal Year 2015/16 Financial Audit process.

Stephen Wontrobski, Mission Viejo resident, spoke in opposition to the report and expressed his continued concern regarding LSL and lack of access to the audit firm's working documents.

On motion of Director Ta and second by Director Sachs, the Committee voted unanimously by those present to direct staff to receive and file the report.

C. Proposed New Purchasing Ordinance – Introduction (F: 18.13)

Assistant Chief Lori Zeller provided an overview of the proposed new Purchasing Ordinance and commended Purchasing and Materials Manager Debbie Casper on her work.

Purchasing and Materials Manager Debbie Casper provided a report on the proposed new Purchasing Ordinance.

On motion of Vice Chair Swift and second by Director Murray, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Board of Directors meeting of April 28, 2016, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Waive the full reading of the proposed Ordinance.
2. Introduce proposed Ordinance No. 008 entitled AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY REPEALING ORDINANCE NO. 006 AND ORDINANCE NO. 007 AND ESTABLISHING THE PURCHASING RULES AND PROCEDURES OF THE ORANGE COUNTY FIRE AUTHORITY establishing a comprehensive procurement ordinance based on the American Bar Association Model Procurement Code.
3. Approve the proposed Resolution entitled A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS AMENDING THE ROLES/RESPONSIBILITIES/AUTHORITIES MATRIX TO COINCIDE WITH THE NEW PURCHASING CODE.

REPORTS (F: 12.02B6)

There were no items to report.

Minutes

OCFA Budget and Finance Meeting

April 13, 2016 Page - 3


COMMITTEE MEMBER COMMENTS (F: 12.02B4)

Chair McCloskey commended staff on their work with the Budget and Finance Committee.

Vice Chair Swift stated that the City of Buena Park would be contributing \$5,000 to the Drowning Prevention Campaign.

Director Murray commended Director of Communications Sandy Cooney and Community Relations/Education Specialist Alexa Pratt on their work with the OC Drowning Prevention Task Force.

ADJOURNMENT – Chair McCloskey adjourned the meeting at 12:54 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, May 11, 2016, at 12:00 noon.



Sherry A.F. Wentz, CMC
Clerk of the Authority