

# MINUTES ORANGE COUNTY FIRE AUTHORITY

**Budget and Finance Committee Meeting**  
**October 12, 2016**  
**12:00 Noon**

**Regional Fire Operations and Training Center**  
**Room AE117**  
1 Fire Authority Road  
Irvine, CA 92602

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## **CALL TO ORDER**

A regular meeting of the Orange County Fire Authority Budget and Finance Committee was called to order on October 12, 2016, at 12:00 p.m. by Vice Chair Swift.

## **PLEDGE OF ALLEGIANCE**

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

## **ROLL CALL**

**Present:** Shelley Hasselbrink, Los Alamitos  
Gene Hernandez, Yorba Linda  
Joseph Muller, Dana Point  
Al Murray, Tustin  
Elizabeth Swift, Buena Park  
Tri Ta, Westminster

**Absent:** Ed Sachs, Mission Viejo.

## **Also present were:**

Assistant Chief Dave Thomas  
Assistant Chief Lori Smith  
Director of Communications Sandy Cooney  
Clerk of the Authority Sherry Wentz

Assistant Chief Lori Zeller  
Ex Officio Bruce Channing  
General Counsel David Kendig

## **PUBLIC COMMENTS**

Stephen Wontrobski, Mission Viejo resident, addressed Workers' Compensation reform.

## **COMMITTEE ORIENTATION (F: 12.02B1)**

Assistant Chief Lori Zeller provided a PowerPoint orientation of the Budget and Finance Committee.

Director Ta arrived at this point (12:07 p.m.).

## **2. MINUTES**

### **A. Minutes for the September 14, 2016, Budget and Finance Committee Meeting**

(F: 12.02B2)

On motion of Director Murray and second by Director Hernandez, the Budget and Finance Committee voted to approve the September 14, 2016, Budget and Finance Committee Minutes as submitted. Vice Chair Swift and Director Ta were recorded as abstentions due to their absence from the meeting.

## **3. CONSENT CALENDAR (Agenda Item No. 3B was pulled for separate consideration).**

### **A. Fourth Quarter Financial Newsletter (F: 15.07)**

On motion of Director Murray and second by Director Hernandez, the Budget and Finance Committee voted unanimously by those present to review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of October 27, 2016, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

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

Director Muller pulled this item from the Consent Calendar to address the Orange County Employees' Retirement System assumed rate of return versus the actuals.

On motion of Director Muller and second by Director Hernandez, the Budget and Finance Committee voted unanimously by those present to receive and file the report.

### **C. Updated Cost Reimbursement Rates (F: 15.12)**

On motion of Director Murray and second by Director Hernandez, the Budget and Finance Committee voted unanimously by those present to review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of October 27, 2016, with the Budget and Finance Committee's recommendation that the Board of Directors approve and adopt the proposed updated Cost Reimbursement Rate schedules effective October 28, 2016.

#### **4. DISCUSSION CALENDAR**

##### **A. Monthly Investment Reports (F: 11.10D2)**

Treasurer Trisha Jakubiak provided a summary of the Monthly Investment Reports.

On motion of Director Ta and second by Director Hernandez, the Budget and Finance Committee voted unanimously to review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of October 27, 2016, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

##### **B. Community Risk Reduction Fee Development (F: 15.05)**

Assistant Chief Lori Zeller and Assistant Chief Lori Smith provided a PowerPoint overview on the Community Risk Reduction Fee Development.

Director Carol Gamble presented her concerns regarding the fee structuring.

Director Ta left at this point (1:15 p.m.).

On motion of Director Hasselbrink and second by Director Hernandez, the Budget and Finance Committee voted unanimously by those present to direct staff to provide an additional review of the exemption policy, time allocations, and pre-post plan review, and return the item to the Committee for further consideration.

Director Ta was absent for the vote.

##### **C. Subcontractor Insurance Requirements (F: 18.10A)**

Assistant Chief Lori Zeller presented the Subcontractor Insurance Requirements report.

Director Carol Gamble addressed the need for subcontractors to identify the OCFA as an additional insured.

Discussion ensued.

On motion of Director Hernandez and second by Director Murray, the Budget and Finance Committee voted unanimously by those present to send the Subcontractor Insurance Requirements to the Board of Directors with the recommendation to proceed with Option 1: in issuance of future contracts to ensure that those contracts awarded by OCFA include a requirement that any subcontractors must possess insurance that names OCFA as an additional insured, and place responsibility on the primary contractor to verify that any subcontractors have obtained the required insurance.

Director Ta was absent for the vote.

## REPORTS

No items.

## COMMITTEE MEMBER COMMENTS (F: 12.02B4)

Director Murray thanked staff for their coordination with the Firefighter's Memorial in tribute to Firefighter Greg Hennessey.

Director Hernandez thanked Captain Daryll Milliot for his coordination of the Firefighter's Memorial event in Emmitsburg, Maryland.

Director Hasselbrink noted the Kevin Woyjeck Memorial Highway unveiling ceremony would take place tomorrow. Kevin Woyjeck was a Seal Beach resident and Granite Mountain Hotshot Firefighter, one of 19 firefighters killed in the line of duty on June 30, 2013, in Yarnell Arizona.

Director Muller thanked both Director Gamble and staff for their diligent work in connection with the Budget and Finance Committee staff reports.

Vice Chair Swift thanked staff for their coordination with the Firefighter's Memorial event.

**ADJOURNMENT** – Vice Chair Swift adjourned the meeting at 1:51 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, November 9, 2016, at 12:00 noon.



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