



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

Thursday, July 27, 2017

6:00 P.M.

#### **Regional Fire Operations and Training Center**

#### **Board Room**

1 Fire Authority Road

Irvine, CA 92602

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 of Directors 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 Sherry A.F. Wentz, 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>

If you wish to speak before the Fire Authority Board, 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 being heard before the Board. Speaker Forms are available at the counters of both entryways of the Board Room.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040.

#### **CALL TO ORDER**

**INVOCATION** by OCFA Chaplain Emily McColl

**PLEDGE OF ALLEGIANCE** by Director Hernandez

#### **ROLL CALL**

#### **1. PRESENTATIONS**

- A. Recognition of Avalon Fire Captain John Meffert**  
Submitted by: Greg McKeown, Division Chief/Operations Department

Recommended Action:

Approve request as submitted and make presentation.

- B. Thank You from Workmeister Family to OCFA Staff and Board**  
Submitted by: Mike Schroeder, Assistant Chief/Organizational Planning Department

Recommended Action:

Receive presentation.

**PUBLIC COMMENTS**

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 Board on items within the Board's subject matter jurisdiction but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Board as a whole, and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

The Agenda and Minutes are now available through the Internet at [www.ocfa.org](http://www.ocfa.org). You can access upcoming agendas on the Monday before the meeting. The minutes are the official record of the meeting and are scheduled for approval at the next regular Board of Directors meeting.

**CLOSED SESSION****CS1. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION**

Authority: Government Code Section 54956.9(d)(2) – Significant Exposure to Litigation regarding Pension Liability

**CS2. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION**

Authority: Government Code Section 54956.9(d)(2) – Significant Exposure to Litigation regarding Air Operations

**CS3. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

Name of Case: Medix Ambulance Inc. v. Orange County Fire Authority

Case No.: OC Superior Court Case No. 30-2015-00773054-CU-BT-CJC

Authority: Government Code Section 54956.9(d)(1)

**CLOSED SESSION REPORT****REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR****REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR**

As there was no meeting this month, there will be no report.

**REPORT FROM THE CLAIMS SETTLEMENT COMMITTEE CHAIR**

As there was no meeting this month, there will be no report.

**REPORT FROM THE FIRE CHIEF**

- FY 2016/17 Performance Update
- Introduction of New Emergency Command Center Manager (Anderson)
- Technology Task Force (Anderson)
- Gold Spotted Oak Borer (Norton)
- 4<sup>th</sup> of July Recap (Smith)
- CA Wildland Fires Status (Young)

## 2. MINUTES

### A. Minutes from the May 25, 2017, Regular Board of Directors Meeting

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

## 3. CONSENT CALENDAR

### A. Proclamation Declaring October 8-14, 2017, as “Fire Prevention Week”

Submitted by: Brian Young, Assistant Chief/Operations Department

Recommended Action:

Approve the proposed annual Proclamation to educate the public about the vital importance of developing home fire escape plans and to practice them.

### B. County-wide Community Wildfire Protection Plan

Submitted by: Lori Smith, Assistant Chief/Community Risk Reduction Department

Recommended Actions:

This acceptance is required as part of the Healthy Forests Act of 2003.

1. Find that the proposed project is Statutorily Exempt from the provisions of CEQA as a feasibility and planning study pursuant to Section 15262 of the CEQA Guidelines.
2. Approve the County-wide Community Wildfire Protection Plan for Orange County.

### C. Emergency Command Center Trial Program for Communications Training Officer

Submitted by: Dave Anderson, Assistant Chief/Support Services Department

Recommended Actions:

This will improve our ability to staff key Dispatch Academy trainer positions with interested and qualified personnel, which ultimately results in improved response capabilities on behalf of the citizens we serve by approving the following actions:

1. Establish a 15% specialty compensation for Fire Communications Dispatchers selected to act as Communications Training Officers in Dispatcher Academy #13.
2. Increase appropriations in the FY 2017/18 General Fund (121) Budget by \$97,632 to fund the specialty compensation.

### D. Master Position Control Revision for Emergency Command Center Positions

Submitted by: Dave Anderson, Assistant Chief/Support Services Department

**Human Resources Committee Recommendation: APPROVE**

Recommended Actions:

These actions are needed for us to achieve and maintain the established standards of the National Fire Protection Standards and California 9-1-1 Emergency Communications Office of answering 90% of 9-1-1 calls within 10 seconds and dispatching 90% of calls within 64 seconds of receipt.

1. Approve freezing one Senior Fire Communications Supervisor position on the Master Position Control.
2. Approve converting three part-time Fire Communications Dispatcher positions to full-time on the Master Position Control.
3. Approve a budget adjustment decreasing appropriations in the FY 2017/18 General Fund (121) Budget by \$27,457.

**E. Master Position Control Revision for Human Resources Manager**

Submitted by: Brigette Gibb, Human Resources Director

**Human Resources Committee Recommendation: *APPROVE***

Recommended Actions:

1. Approve the addition of one Human Resources Manager position to the Master Position Control in order to reduce OCFA exposure to personnel-related liabilities and inefficiencies.
2. Approve a budget adjustment increasing appropriations in the FY 2017/18 General Fund (121) Budget by \$253,681 (salary and benefits) to fund the additional Human Resources Manager.

**F. Master Position Control Revision for Urban Search and Rescue Positions**

Submitted by Brian Young, Assistant Chief/Operations

Recommended Action:

Approve adding two part-time Limited-Term Fire Equipment Technicians to the Master Position Control list. These positions replace the use of Extra Help personnel and will be funded through the Urban Search and Rescue grant funds received from the Federal Emergency Management Agency.

**G. Acceptance of Funds from the 2016 Homeland Security Grant Program for an Administrative Fire Captain Assigned to the Orange County Intelligence Assessment Center**

Submitted by: Brian Young, Assistant Chief/Operations Department

Recommended Actions:

The grant resources will continue the funding of one Fire Captain position at the Orange County Intelligence Assessment Center. This position is utilized to enhance the Orange County Fire Authority's ability to prevent, prepare for, respond to, and recover from, domestic and international terrorism incidents. As required by the Homeland Security Grant Program, the following actions need to be taken by the Board:

1. Approve the FY 2016 Homeland Security Grant Program Agreement and authorize the Fire Chief to execute it and any necessary attachments and agreement(s) to accept and administer the Urban Area Security Initiative Grant.
2. Approve a Budget Adjustment in Fund 121 to increase revenue and appropriations by \$160,000 for the FY 2016 Homeland Security Grant Program award.

**H. Response to Grand Jury Report Regarding Benefit Enhancements**

Submitted by: David Kendig, General Counsel

Recommended Action:

As required by the Grand Jury, approve and authorize the Clerk of the Authority to submit to the Presiding Judge of the Superior Court the Orange County Fire Authority's response to the Orange County Grand Jury report entitled "Pension Enhancements: A Question of Government Code Compliance."

**END OF CONSENT CALENDAR**

**4. PUBLIC HEARING(S)****A. Community Risk Reduction Fee Study and Adoption of Associated Fee Schedules**

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

**Budget and Finance Committee Recommendation: *APPROVE***

Recommended Actions:

The following actions are needed to remain compliant with Board-adopted policy to ensure full cost recovery (with specified exceptions) for fee funded CRR services:

1. Conduct a Public Hearing.
2. Find that, in accordance with California Government Code Section 66014, the proposed fees do not exceed the cost of providing services and are only for the purpose of meeting operational expenses and are, therefore, exempt from compliance with the California Environmental Quality Act pursuant to Public Resources Code Section 21080.
3. Approve and adopt a Resolution entitled A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY SUPERSEDING ALL PREVIOUS RESOLUTIONS AND APPROVING CHANGES IN COMMUNITY RISK REDUCTION AND MISCELLANEOUS FEES.

**5. DISCUSSION CALENDAR****A. Actions to Reduce Firefighter Overtime & Extraordinary Volume of Forced Hiring Activity**

Presented by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Actions:

These actions are needed to reduce overtime and the extraordinary volume of forced hiring activity that has been occurring in the firefighter ranks:

1. Direct staff to convert funding for 53 existing positions (17 Fire Captains, 15 Fire Apparatus Engineers, and 21 Firefighters) from overtime-funded to full-time salary and benefit-authorized positions, by taking the following actions:
  - a. Restore and activate 42 existing frozen positions on the Master Position Control (15 Fire Captains, 15 Fire Apparatus Engineers, and 12 Firefighters).
  - b. Add two Fire Captains (one regular position and one limited-term/grant-funded position) and 9 Firefighters as authorized positions to the Master Position Control.

2. Increase appropriations in the FY 2017/18 General Fund (121) Budget by \$345,191 to fund the difference between current budgeted overtime pay and regular salary and benefit costs for these converted positions.
3. Authorize staff to temporarily exceed the number of authorized firefighter positions on the Master Position Control to enable the hiring of 50 firefighters into each of the next two academies. This temporary authorization shall only apply to the next two academies (45 and 46), pending attrition/promotions that will occur during and following academy graduations.

## **BOARD MEMBER COMMENTS**

**ADJOURNMENT** - The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for Thursday, September 28, 2017, at 6:00 p.m.

## **AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby, front gate public display case, and website of the Orange County Fire Authority, Regional Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 20<sup>th</sup> day of July 2017.

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

## **UPCOMING MEETINGS:**

Budget and Finance Committee Meeting	Wednesday, August 9, 2017, 12 noon
Claims Settlement Committee Meeting	Thursday, August 24, 2017, 5:00 p.m.
Executive Committee Meeting	Thursday, August 24, 2017, 5:30 p.m.