

# MINUTES ORANGE COUNTY FIRE AUTHORITY

**Budget and Finance Committee Regular Meeting**  
**Wednesday, November 8, 2017**  
**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 November 8, 2017, at 12:00 p.m. by Chair Sachs.

## **PLEDGE OF ALLEGIANCE**

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

## **ROLL CALL**

**Present:** Elizabeth Swift, Buena Park  
Al Murray, Tustin  
Ed Sachs, Mission Viejo  
Gene Hernandez, Yorba Linda  
Shelley Hasselbrink, Los Alamitos

**Absent:** Joseph Muller, Dana Point  
Tri Ta, Westminster

## **Also present were:**

Interim Fire Chief Patrick McIntosh	Assistant Chief Dave Anderson
Assistant Chief Mike Schroeder	Assistant Chief Lori Zeller
Human Resources Director Brigette Gibb	General Counsel David Kendig
Clerk of the Authority Sherry Wentz	

## **PUBLIC COMMENTS**

Chair Sachs opened the Public Comments portion of the meeting. Chair Sachs closed the Public Comments portion of the meeting without any comments from the general public.

## 1. PRESENTATIONS

No items.

## 2. MINUTES

### A. Minutes for the October 11, 2017, Budget and Finance Committee Regular Meeting (F: 12.02B2)

On motion of Director Murray and second by Director Hasselbrink, the Budget and Finance Committee voted unanimously by those present to approve the Minutes of the October 11, 2017, regular meeting as submitted.

Director Hernandez was recorded as an abstention due to his absence from the meeting.

## 3. CONSENT CALENDAR

### A. Annual Statement of Investment Policy and Investment Authorization (F: 12.02B2)

On motion of Director Murray and second by Chair Sachs, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Board of Directors meeting of November 16, 2017, 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, 2018.
2. 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, 2018.

## 4. DISCUSSION CALENDAR

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

On motion of Director 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 November 16, 2017, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

### B. Audited Financial Reports for the Fiscal Year Ended June 30, 2017 (F: 15.06)

Assistant Chief Lori Zeller introduced Jim Ruane Finance Manager/Auditor who introduced Roger Alfarco, of Vavrinek, Trine, Day & Co (VTD), who provided recent OCFA audit results.

On motion of Director Murray and second by Director Hernandez, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Board of Directors meeting of November 16, 2017, 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.
3. Allocate the FY 2016/17 year-end unencumbered fund balance of \$14,174,516 as follows:
  - a. Approve a FY 2017/18 budget transfer from the General Fund (121) to the Structural Fire Entitlement Fund (171) in the amount of \$1,000,000.
  - b. Approve a FY 2017/18 budget adjustment in the General Fund (121) increasing appropriations by \$13,174,516 and direct and immediate payment of this amount to the Orange County Employees Retirement System for the purpose of paying down the unfunded pension liability.

**C. Service Delivery Enhancements – Phase Four (F: 17.10D)**

Assistant Chief Mike Schroeder provided a PowerPoint presentation on Phase 4 Service Delivery Enhancements.

On motion of Director Hasselbrink and second by Director Swift, the Committee voted unanimously by those present to direct staff to place the item on the agenda for the Board of Directors meeting of November 16, 2017, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Authorize staff to increase FY 2017/18 appropriations in the General Fund (121) by \$343,340 in FY 2017/18 to fund a 4<sup>th</sup> position on Engine 13 effective December 22, 2017.
2. Authorize staff to add 3 Firefighter positions to the Master Position Control (one post position with three employees) for the Engine 13 position.

**REPORTS**

No items.

**COMMITTEE MEMBER COMMENTS (F: 12.02B4)**

Director Murray provided a Drowning Prevention Task Force meeting update.

**ADJOURNMENT** – Chair Sachs adjourned the meeting at 12:37 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, January 10, 2018, at 12:00 noon.

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