



ORANGE COUNTY FIRE AUTHORITY

AGENDA

BOARD OF DIRECTORS REGULAR MEETING
Thursday, June 28, 2018
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 Harry Robinson

PLEDGE OF ALLEGIANCE by Director Hasselbrink

ROLL CALL

1. PRESENTATIONS

- A. Presentation of donation to OCFA Foundation Chair Doug Davert by Exchange Club representative Kay Kearney

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 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. 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 LABOR NEGOTIATOR**

Agency Designated Representative: Peter Brown, Liebert Cassidy and Whitmore
Employee Organizations: Orange County Professional Firefighters Association,
Local 3631, Orange County Employees Association,
Orange County Fire Authority Managers Association,
and all unrepresented employees

Authority: Government Code Section 54957.6

CS2. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION

Authority: Government Code Section 54956.9(d)(2) – Significant Exposure to
Litigation (2 cases)

CS3. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION

Authority: Government Code Section 54956.9(c) – Initiation of Litigation (2 cases)

CS. THREAT TO PUBLIC SERVICES OR FACILITIES

Authority: Government Code Section 54957(a)

Consultation with Assistant Chief Dave Anderson

CLOSED SESSION REPORT**REPORTS****REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR****REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR****REPORT FROM THE CLAIMS SETTLEMENT COMMITTEE CHAIR****REPORT FROM THE FIRE CHIEF**

- OCFA Strategic Goals – FY 2018/19
- Canyon 2 Fire Follow-up Additional Action Items

MINUTES

2. **Minutes from the May 24, 2018, Board of Directors Regular and Special Meeting**
Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:
Approve as submitted.

3. **CONSENT CALENDAR**
No items.

4. **PUBLIC HEARING(S)**
No items.

5. **DISCUSSION CALENDAR**

- A. **Air Operations Program Enhancements**
Presented by: Brian Fennessy, Fire Chief

Recommended Actions:

1. Approve and authorize the Fire Chief to staff one additional helicopter for 10 hours a day, 365 days a year, partially on an overtime basis.
2. Approve and authorize the Fire Chief to add two Fire Helicopter Technician (mechanic) positions and two Staff Fire Pilot positions to the Master Position Control List.
3. Approve adoption of the revised salary ranges for the Fire Helicopter Technician (mechanic) occupational series.
4. Approve a budget adjustment to the FY 2018/19 General Fund (121) budget increasing expenditures by \$2,107,262 to fund all actions herein.
5. Approve and authorize the Purchasing Manager to increase the current blanket order contracts for fuel with Epic Aviation LLC from \$100,000 to \$200,000 and for helicopter parts with Rotorcraft Support, Inc. from \$100,000 to \$500,000.

BOARD MEMBER COMMENTS

ADJOURNMENT – The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for Thursday, July 26, 2018, 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 21st day of June 2018.

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

UPCOMING MEETINGS:

Human Resources Committee Special Meeting	Tuesday, July 10, 2018, 12 noon
Budget and Finance Committee Meeting	Wednesday, July 13, 2018, 12 noon
Claims Settlement Committee Meeting	Thursday, July 26, 2018, 5:00 p.m.
Executive Committee Meeting	Thursday, July 26, 2018, 5:30 p.m.
Board of Directors Meeting	Thursday, July 26, 2018, 6:00 p.m.



Orange County Fire Authority

Strategic Goals

Fiscal year 2018/19

Mission

We enhance public safety and meet the evolving needs of our communities through education, prevention, and emergency response.

Vision

OCFA is a premier public service agency providing supervisor services that result in no lives or property lost. We reach this through exceptional teamwork and strong partnerships in our community.

Guiding Principles

The Board, management, and members of the OCFA are committed to upholding the following guiding principles in how we run our organization and work with each other:

- Service
- Safety
- Financial Responsibility
- Teamwork
- Trust
- Excellence
- Ethics
- Personal Responsibility
- Care and Respect
- Honesty and Fairness
- Reliability
- Diversity
- Integrity

Strategic Goals

Service Delivery – Our service delivery model is centered on continuous improvement. All services are sustainable through a range of economic environments and focused on our mission.

People – Promote a highly skilled, accountable, and resilient workforce that is united in our common mission.

Technology – Implement and utilize emerging technologies that support the needs of the organization by maximizing operational efficiency and improving quality of service.

Past

- Annual domain objectives

Current

- Continue the practice with slight modification
- Strategic goals for fiscal year (copies at dais)
- Broad objectives assigned to assistant chiefs
- Focus on service delivery, workforce development, and improving efficiencies through technology
- Objectives turn into work plans at the manager level

Future

- Performance audit(s)
- Assessment of mission, vision, values, and ethics?
- Standards of Coverage?
- Strategic or organizational plan?

OCFA STRATEGIC GOALS – FY 2018/19 GOALS, OBJECTIVES & PERFORMANCE MEASURES	Responsibility Designated department lead	Performance Measures Target start date (TSD), target completion date (TCD), and completion benchmark (CB)	
1. <u>Our Service Delivery</u> <i>Goal #1: Our service delivery model is centered on continuous improvement. All services are sustainable through a range of economic environments and focused on our mission.</i>			
a. Review OCFA’s organizational structure and make recommended changes or submit recommendations to the Board where Board approval is required.	Fire Chief	TSD: TCD: CB:	6/1/18 12/1/18 OCFA’s org chart aligns with organizational needs and leadership vision.
b. Continue policy efforts and Board action to reduce unfunded liabilities, thereby improving sustainability of services.	Business Services	TSD: TCD: CB:	9/26/13 12/31/21 OCFA’s pension plan with OCERS achieves an 85% funding level.
c. Recognize and respond to changing budgetary conditions, not only on behalf of OCFA, but also considering OCFA financial impacts to member agencies.	Business Services	TSD: TCD: CB:	7/1/18 6/30/19 OCFA’s 5-year financial forecast reflects a balanced budget with a flow of funds for CIP needs.
d. Assist member agencies working through financial challenges and/or researching equity concerns by providing contract information, fiscal data, and service options that may be available.	Business Services	TSD: TCD: CB:	7/1/18 6/30/19 Members are consistently informed about OCFA’s finances. Supplementary requests are responded to in a timely manner with high-quality data.
e. Negotiate and implement successor MOUs for OCEA and OCFAMA, keeping focus on OCFA’s mission and sustainability of services.	Human Resources	TSD: TCD: CB:	8/31/17 8/31/18 Successor MOUs are approved by the Board, ratified by the associations, and implemented.
f. Refine the process to evaluate, prioritize, and budget for significant CIP projects requested of the Support Services Department.	Support Services	TSD: TCD: CB:	6/1/18 6/30/19 Develop and implement process for new capital and project requests.
g. Initiate projects to enhance facilities, enabling service sustainability and continuous service improvements.	Support Services	TSD: TCD: CB:	6/1/18 6/30/19 Identify sites and develop plans for FS9 & FS10; stabilize FS42 & FS49; install fire alarm systems in three or more OCFA owned stations; upgrade at least two bathroom accommodations.

Responsibility: BS = Business Svcs, CRR = Community Risk Reduction, HR = Human Resources, Ops = Operations, Org Plng = Organizational Planning, SS = Support Svcs

Performance Measure: For quarterly updates, the measurement will be shaded to indicate status, as follows = **Not Started**, **In Progress**, **Complete**

OCFA STRATEGIC GOALS – FY 2018/19 GOALS, OBJECTIVES & PERFORMANCE MEASURES	Responsibility Designated department lead	Performance Measures Target start date (TSD), target completion date (TCD), and completion benchmark (CB)	
h. Continue evaluation of service delivery deployment based on strategic data analysis.	Organizational Planning	TSD: TCD: CB:	7/1/18 6/30/19 Top priorities from data analysis are implemented.
i. Pursue actions to ensure an effective aviation program that meets the needs of our agencies served.	Operations	TSD: TCD: CB:	6/1/18 6/30/19 Pilot and mechanic staffing is increased to enable consistent daily staffing of the second helicopter (12 hours/day).
j. Finalize and implement (if approved) the Garden Grove Fire Services Proposal.	Organizational Planning	TSD: TCD: CB:	9/28/17 1/2/19 OCFA begins Fire/EMS services for the City of GGV.
2. Our People <i>Goal #2: Promote a highly skilled, accountable, and resilient workforce that is united in our common mission.</i>			
a. Develop a plan to fully implement our behavioral health programs.	Human Resources	TSD: TCD: CB:	July 2017 December 2019 Top priorities from gap analysis implemented
b. Initiate a one-year project to further develop and implement OCFA's cancer awareness and prevention program.	Human Resources	TSD: TCD: CB:	July 2017 June 2019 Initial training completed and program components implemented
c. Implement actions to prevent illness and injuries thereby reducing the number of workers' compensation claims and associated days off work, while improving employee wellness.	Human Resources	TSD: TCD: CB:	November 2017 June 2019 Implementation of safety management system and WEFIT
d. Expand and strengthen outreach, recruitment and selection processes to hire and promote highly qualified candidates and achieve increased diversity of the workforce.	Human Resources	TSD: TCD: CB:	July 2017 January 2019 Outreach and recruiting plan developed; resources identified.
e. Provide leadership training and development.	Organizational Planning	TSD: TCD: CB:	7/1/18 12/31/18 The plan is approved by the Fire Chief.

Responsibility: BS = Business Svcs, CRR = Community Risk Reduction, HR = Human Resources, Ops = Operations, Org Plng = Organizational Planning, SS = Support Svcs

Performance Measure: For quarterly updates, the measurement will be shaded to indicate status, as follows = **Not Started**, **In Progress**, **Complete**

OCFA STRATEGIC GOALS – FY 2018/19 GOALS, OBJECTIVES & PERFORMANCE MEASURES	Responsibility Designated department lead	Performance Measures Target start date (TSD), target completion date (TCD), and completion benchmark (CB)	
f. Develop an individual development guide for staff to follow for promotion and to encourage succession planning.	Organizational Planning	TSD: TCD: CB:	7/1/18 12/31/18 The first development guide is provided to agency.
g. Complete an assessment and/or implementation plan for external web-based management services, such as Lexipol, to enable consistent statewide updates to key fire service policies, including electronic delivery of daily training on policies to our employees.	Organizational Planning	TSD: TCD: CB:	7/1/18 6/30/19 Board approval of a contract for services, including an implementation plan.
3. Our Technology <i>Goal #3: Implement and utilize emerging technologies that support the needs of the organization by maximizing operational efficiency and improving quality of service.</i>			
a. Enhance physical-security and safety to personnel and systems.	Support Services	TSD: TCD: CB:	5/1/18 12/31/18 Utilize security consultant to assess and plan physical security enhancements
b. Enhance cyber-security and safety to personnel and systems.	Support Services	TSD: TCD: CB:	6/1/18 6/30/19 Utilize security consultant to assess and plan cyber-security enhancements; implement recommendations of Technology Task Force; implement annual employee training
c. Improve capabilities for continuity of operations, including establishment of a data center colocation facility, and a data center fire protection upgrade.	Support Services	TSD: TCD: CB:	6/1/18 6/30/18 Identify colocation site; enter into agreement for colocation; install backup hardware/software for critical systems
d. Leverage existing and emerging technologies to enhance frontline operations service delivery.	Support Services	TSD: TCD: CB:	6/1/18 6/30/18 Implement new technologies to enhance firefighter situational awareness (e.g., mapping, software/hardware)
e. Continue the Records Management System (RMS) data clean-up in preparation for the new RMS design, as well as for future risk assessment and workload justification efforts.	Community Risk Reduction	TSD: TCD: CB:	7/1/17 6/30/19

Responsibility: BS = Business Svcs, CRR = Community Risk Reduction, HR = Human Resources, Ops = Operations, Org Plng = Organizational Planning, SS = Support Svcs

Performance Measure: For quarterly updates, the measurement will be shaded to indicate status, as follows = **Not Started**, **In Progress**, **Complete**

OCFA STRATEGIC GOALS – FY 2018/19 GOALS, OBJECTIVES & PERFORMANCE MEASURES	Responsibility Designated department lead	Performance Measures Target start date (TSD), target completion date (TCD), and completion benchmark (CB)	
			All duplicate records scrubbed, Building Shell records verified, and IFP/GIS address comparison is complete.
f. Pursue upgrades to the Banner financial system and other Business Process automations, to improve financial and HR workflows.	Business Services	TSD: TCD: CB:	7/1/18 6/30/19 Efficiency of financial and HR workflows are improved by implementing new automations.

Responsibility: BS = Business Svcs, CRR = Community Risk Reduction, HR = Human Resources, Ops = Operations, Org Plng = Organizational Planning, SS = Support Svcs

Performance Measure: For quarterly updates, the measurement will be shaded to indicate status, as follows = **Not Started**, **In Progress**, **Complete**

MINUTES ORANGE COUNTY FIRE AUTHORITY

**Board of Directors Regular and Special Meeting
Thursday, May 24, 2018
6:00 P.M.**

**Regional Fire Operations and Training Center Board Room
1 Fire Authority Road
Irvine, CA 92602-0125**

CALL TO ORDER

A regular and special meeting of the Orange County Fire Authority Board of Directors was called to order on May 24, 2018, at 6:00 p.m. by Chair Sachs.

INVOCATION

Chaplain Jeff Hetschel offered the invocation.

PLEDGE OF ALLEGIANCE

Director Hatch led the Assembly in the Pledge of Allegiance to the Flag.

ROLL CALL

Lisa Bartlett, County of Orange
Tim Brown, San Clemente
Melissa Fox, Irvine
Craig Green, Placentia
Dave Harrington, Aliso Viejo
Gene Hernandez, Yorba Linda
Joe Muller, Dana Point
Vince Rossini, Villa Park
Don Sedgwick, Laguna Hills
Elizabeth Swift, Buena Park
Juan Villegas, Santa Ana

Leah Basile, Lake Forest
Sergio Farias, San Juan Capistrano
Carol Gamble, Rancho Santa Margarita
Shelley Hasselbrink, Los Alamitos
Noel Hatch, Laguna Woods
Robert Johnson, Cypress
Al Murray, Tustin
Ed Sachs, Mission Viejo
Dave Shawver, Stanton
Tri Ta, Westminster

Absent: Laurie Davies, Laguna Niguel
Michele Steggell, La Palma

Ellery Deaton, Seal Beach
Todd Spitzer, County of Orange

Also present were:

Fire Chief Brian Fennessy
Assistant Chief Lori Smith
Human Resources Director Brigitte Gibb
General Counsel David Kendig

Assistant Chief Lori Zeller
Assistant Chief Dave Anderson
Clerk of the Authority Sherry Wentz

1. PRESENTATIONS

No items.

PUBLIC COMMENTS (F: 11.11)

Stephen Wontrobski, Mission Viejo resident, addressed concerns about unfunded liability and union negotiations.

CLOSED SESSION (F: 11.15)

CS1. CONFERENCE WITH LABOR NEGOTIATOR

Agency Designated Representative: Peter Brown, Liebert Cassidy and Whitmore
Employee Organizations: Orange County Employees Association, Orange County
Fire Authority Managers Association
Authority: Government Code Section 54957.6

CS2. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION

Authority: Government Code Section 54956.9(d)(2) – Significant Exposure to
Litigation (1 Case)

General Counsel David Kendig reported the Board would convene to Closed Session to consider the matter on the Agenda identified as CS2, Conference with Legal Counsel – Anticipated Litigation; CS1, Conference with Labor Negotiator would not be considered.

Chair Sachs recessed the meeting to Closed Session at 6:10 p.m.

Chair Sachs reconvened the meeting from Closed Session at 7:23 p.m., with all members present.

CLOSED SESSION REPORT (F: 11.15)

General Counsel David Kendig reported the Board of Directors unanimously approved a motion made by Director Harrington, seconded by Director Murray, to give staff direction to meet with the Irvine City Council and staff in a special meeting if possible, to find out what Irvine's interests are and to engage in an exchange of information.

REPORTS

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR (F: 11.12)

Human Resources Committee Chair Murray reported at the May 1, 2018, meeting, the Committee voted unanimously to receive and file the Workers' Compensation Presentation, FY 2017/18 Human Resources Domain Objectives – Third Quarter Update, Professional Standards Unit Update, 2017 Annual Anonymous Hotline Reports, and its placement on the Consent Calendar for all future annual reports, and the recommended action to explore the concept of the Girls Empowerment Fire Camp with staff reporting back to the Committee with feedback at the next meeting. Lastly, for staff to survey other agencies for alternative options for the Workers'

Minutes

OCFA Board of Directors Regular and Special Meeting

May 24, 2018

Page - 2

Compensation Appointments and bring the recommendations to the next Human Resources Committee meeting.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR (F: 11.12)

Budget and Finance Committee Chair Muller reported at the May 9, 2018, meeting, the Committee voted unanimously to receive and file the Rosenow Spevacek Group, Inc. Final Property Tax Revenue Projections; to send the Monthly Investment Reports, and the Third Quarter Financial Newsletter to the Executive Committee for approval; and send the Updated Cost Reimbursement Rates, Proposed Adjustment – Santa Ana Service Charge, Review of the Fiscal Year 2018/19 Proposed Budget, and Proposed Procurement Policy Manual to the Board of Directors for approval of the recommended actions.

REPORT FROM THE CLAIMS SETTLEMENT COMMITTEE CHAIR (F: 11.12)

Claims Settlement Committee Chair Sachs reported the Committee considered Workers' Compensation claims for claimants Robert Becker, Derek Peter, and Patrick Walker. There were no reportable actions.

REPORT FROM THE FIRE CHIEF (F: 11.14)

Fire Chief Brian Fennessy thanked Chair Sachs, Directors Steggell, Fox, and Green for attending the 46th Academy Graduation and all staff members involved for creating a remarkable event, announced the promotion of Mark Sanchez as Assistant Chief of Operations and Randy Black as Assistant Chief of Emergency Medical Services, and reported on the progress of air operations between the OCFA and Orange County Sheriff's Department.

Director Villegas thanked Chief Black for his service to the City of Santa Ana as its Division Chief.

MINUTES

2. Minutes from the Board of Directors Meetings (F: 11.06)

On motion of Director Johnson and second by Director Green, the Board of Directors voted unanimously by those present to approve the April 26, 2018, Board of Directors regular meeting minutes as submitted. Directors Harrington, Swift, and Villegas were recorded as abstentions, due to their absence from the meeting.

3. CONSENT CALENDAR (Agenda Item 3B was pulled for separate consideration)

A. Updated Cost Reimbursement Rates (F: 15.12)

On motion of Director Murray and second by Director Johnson, the Board of Directors voted unanimously by those present to approve and adopt the proposed Cost Reimbursement Rate schedules to be effective July 1, 2018.

B. Proposed Procurement Policy Manual (F: 11.10H5)

Director Bartlett pulled the item to thank staff for the proposed procurement manual as it provides additional detail and transparency.

On motion of Director Bartlett and second by Director Johnson, the Board of Directors voted unanimously by those present to receive and file the Procurement Policy Manual.

C. Proposed Adjustment – Santa Ana Service Charge (F: 10.03 Santa Ana)

On motion of Director Murray and second by Director Johnson, the Board of Directors voted unanimously by those present to approve and authorize staff to adjust the City of Santa Ana's service charge to exclude the impact of OCFA's Accelerated Pension Payments from FY 2015/16 forward.

END OF CONSENT CALENDAR

4. PUBLIC HEARING

A. Review of the Fiscal Year 2018/19 Proposed Budget (F: 15.04 18/19)

Assistant Chief Lori Zeller presented the Review of the Fiscal Year 2018/19 Proposed Budget.

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

On motion of Director Sedgwick and second by Director Ta, the Board of Directors voted by those present to Conduct a Public Hearing:

1. Adopt the proposed FY 2018/19 Budget as submitted.
2. Adopt Resolution No. 2018-04 entitled A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS ADOPTING AND APPROVING THE APPROPRIATIONS BUDGET FOR THE ORANGE COUNTY FIRE AUTHORITY FOR FISCAL YEAR 2018/19.
3. Approve and authorize the temporary transfer of up to \$46 million from the following funds to cover a projected temporary cash flow shortfall for FY 2018/19:

- a. Fund 123 Fire Stations and Facilities - \$10 million
- b. Fund 133 Fire Apparatus - \$20 million
- c. Fund 190 Workers' Compensation Reserve Fund - \$16 million
- 4. Approve and authorize the repayment of \$46 million borrowed funds from Fund 121 to the above funds along with interest when General Fund revenues become available in FY 2018/19.
- 5. Approve an update to the Financial Stability Budget Policy allowing for as needed transfers to the CIP funds at fiscal year onset.
- 6. Approve and authorize FY 2017/18 budget adjustments to increase General Fund (121) revenues by net \$2,242,077 and General Fund (121) expenditures by \$2,587,327; decrease expenditures in Fire Stations and Facilities Fund (123) by \$7,500,000 and decrease Fire Apparatus Fund (133) by \$145,000.

5. DISCUSSION CALENDAR

A. Response to Grand Jury Report Regarding "Orange County Fire Authority – Financial Flames on the Horizon?" (F: 20.04A10)

Assistant Chief Lori Zeller presented the Response to Grand Jury Report regarding "Orange County Fire Authority – Financial Flames on the Horizon."

Stephen Wontrobski, Mission Viejo resident, addressed perceived ambiguous information reported in the Grand Jury response.

On motion of Director Murray and second by Director Green, the Board of Directors voted unanimously by those present to approve and authorize the Clerk of the Authority to submit the Orange County Fire Authority's response to the Orange County Grand Jury report entitled "Orange County Fire Authority – Financial Flames on the Horizon?" to the Presiding Judge of the Superior Court.

B. Canyon 2 Fire Recommendations – Implementation Plan (F: 18.08A10)

Chief Fennessy presented the Canyon 2 Fire Recommendations - Implementation Plan.

On motion of Director Swift and second by Director Johnson, the Board of Directors voted unanimously by those present to receive and file the Canyon 2 Fire Recommendations – Implementation Plan.

C. May 2018 Legislative Report (F: 11.10F1)

Legislative Analyst Jay Barkman presented the May 2018 Legislative Report.

Stephen Wontrobski, Mission Viejo resident, stated his opposition to State Assembly Bill 1912.

On motion of Director Murray and second by Director Hernandez, the Board of Directors voted by those present to direct staff to work with other local agencies and interested groups to “seek amendments” on AB 1912 (Rodriguez) to exclude liabilities of Structural Fire Fund cities and to avoid reporting of OCFA’s retirement liabilities by member agencies such as the redline version that was circulated this evening. Director Bartlett abstained.

S1. Ongoing Equity Discussions - City of Irvine (F: 10.3)

Chair Sachs asked General Counsel if having reported out at Closed Session, does the item need to be heard.

General Counsel David Kendig reported yes if there is public comment.

Stephen Wontrobski, Mission Viejo resident, spoke in opposition.

On motion of Director Rossini and second by Director Hernandez, the Board of Directors voted unanimously by those present to provide direction to staff regarding any additional actions the Board may wish for staff to pursue in response to Irvine City Council’s May 22, 2018, report out of closed session that, by a unanimous vote, “the City Council directed that a notice be prepared to the Orange County Fire Authority to indicate that the City of Irvine would leave the Orange County Fire Authority in 2020, that notice will be prepared for delivery to the Fire Authority at the end of June unless specific interests of the City of Irvine are addressed prior to that time.”

BOARD MEMBER COMMENTS (F: 11.13)

Director Swift thanked all for the many well wishes having been in the hospital for nearly two weeks, and announced the dedication ceremony of Fire Station 61 (Buena Park) on July 11, at 10:00 a.m.

Director Hernandez reported that the Association of California Cities, Orange County conducted a panel presentation to cities that were interested in combining services, as OCFA provides. He thanked Assistant Chiefs Zeller and Anderson for their presentations.

Director Green noted attending the 46th Academy Graduation.

Director Fox presented Chief Fennessy a check in the amount of \$100,000 of an unsolicited donation by Maruchan, Inc., to augment various services provided by OCFA in Irvine.

Director Sedgwick thanked Chief Fennessy for his professionalism and grace he has brought to OCFA; commented on OCFA’s exemplary professional services provided during both the bomb explosion in Aliso Viejo and the building fire in Laguna Hills.

Director Murray announced the 34th Annual Chili Cook-off and Street Fair in Tustin on June 3, congratulated Division Chief Black on his promotion to Assistant Chief of Emergency Medical Services, and thanked him for coordination of the city's disaster preparedness event.

Director Hasselbrink that Los Alamitos voted unanimously to stay with OCFA services, and thanked Finance Manager Jim Ruane and Assistant Chief Lori Zeller for their outstanding level of detail provided in requested data.

Director Shawver reported on his study of public records requests and its impact on OCFA.

Director Harrington thanked Chief Fennessy for OCFA's services provided in response to the bombing incident in Aliso Viejo.

Director Swift thanked the OCFA staff, firefighters, and emergency services for their great service, having utilized recent paramedic services for herself and spouse.

Chair Sachs reported attending the 46th Firefighter Academy Graduation; his appreciation for Fire Chief Fennessy; the installation by OCFA staff of over 240 smoke detectors in Mission Viejo homes; and complimented staff on the professional actions taken on the Aliso Viejo bombing.

ADJOURNMENT – Chair Sachs adjourned the meeting at 8:51 p.m. The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for Thursday, June 28, 2018, at 6:00 p.m.

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



Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
June 28, 2018

Agenda Item No. 5A
Discussion Calendar

Air Operations Program Enhancements

Contact(s) for Further Information

Brian Fennessy, Fire Chief	brianfennessy@ocfa.org	714.573.6010
Mark Sanchez, Assistant Chief Operations Department	marksanchez@ocfa.org	714.573.6014

Summary

This agenda item is submitted to approve and authorize the Fire Chief, or his designee, to add positions to the Master Position Control List and adjust the FY 2018/19 budget to provide the Air Operations Program with optimal staffing levels for increased fire operational capabilities.

Prior Board/Committee Action(s)

Not Applicable.

RECOMMENDED ACTION(S)

1. Approve and authorize the Fire Chief to staff one additional helicopter for 10 hours a day, 365 days a year, partially on an overtime basis.
2. Approve and authorize the Fire Chief to add two Fire Helicopter Technician (mechanic) positions and two Staff Fire Pilot positions to the Master Position Control List.
3. Approve adoption of the revised salary ranges for the Fire Helicopter Technician (mechanic) occupational series.
4. Approve a budget adjustment to the FY 2018/19 General Fund (121) budget increasing expenditures by \$2,107,262 to fund all actions herein.
5. Approve and authorize the Purchasing Manager to increase the current blanket order contracts for fuel with Epic Aviation LLC from \$100,000 to \$200,000 and for helicopter parts with Rotorcraft Support, Inc. from \$100,000 to \$500,000.

Impact to Cities/County

Enhanced response to firefighting/rescue/Emergency Medical Services (EMS) aircraft and availability of mission-ready helicopter.

Fiscal Impact

The proposed actions will increase expenditures in the General Fund (121) budget in the amount of \$2,107,262 (Attachment 1). Some of these costs may be reimbursed if the helicopter is used on an Assistance-By-Hire incident in State or Federal Responsibility Area. In recent years, OCFA has recovered \$250,000 annually for aircraft services. We anticipate an increase in recovered costs due to the availability of the second helicopter as a regional asset.

Background

History has demonstrated that there is no greater risk to life and property than wildland fire in Orange County. The 2017 California wildfire season was the most destructive season on record. A total of 9,133 fires burned 1,581,405 acres and included five of the 20 most destructive wildland-urban interface fires in the state's history. Throughout 2017, fires in California destroyed or damaged more than 11,953 structures, a total higher than the previous nine years combined with suppression costs totaling over \$700,000,000. Orange County experienced a very active 2017 fire season including the Cristianitos Fire (786 acres), Canyon Fire (2,000 acres) and Canyon 2 Fire (9,200 acres). A total of 31 fires threatened tens of thousands of homes, burning 12,740 acres, and damaging or destroying 86 structures.

Increased Daily Staffing

The OCFA currently staffs one helicopter 24 hours-a-day, 365 days-a-year with the ability to surge to four aircraft during emergency operations. Up to three helicopters remain unstaffed daily (subject to current maintenance requirements).

Air resources play a vital role in the initial attack of a wildland fire and are considered force multipliers. The best way and a proven successful strategy to suppress wildland fires and to keep them small before becoming large life and property threatening fires is through rapid and aggressive emergency response from both the ground and the air. OCFA's stated goal mirrors that of CAL FIRE; specifically, to contain 95% of all fires to 10 acres or less. The OCFA medium or high first alarm vegetation response includes two helicopters as standard practice.

Staff is seeking approval to staff a second helicopter 10 hours-a-day, 365 days-a-year, thereby increasing response capabilities (see Attachment 1 for costs). If this action is approved, the OCFA Air Operation's helicopter fleet will be better able to address the year round wildland fire risk in Orange County. The second helicopter will allow the OCFA to participate as an available regional resource to neighboring counties without compromising our local aerial fire suppression responsibilities.

Fire Helicopter Technician

The Air Operations Program is responsible for the maintenance and repair of OCFA's fleet of four helicopters, which utilizes two Bell 412ep helicopters and two Bell UH-1H "Super Huey" helicopters. These aircraft are multi-mission capable, which includes firefighting, medical transport, hoist operations, reconnaissance, large animal rescue, and search and rescue. The helicopters require maintenance through required hourly and calendar-based inspection programs. OCFA maintenance staff includes one Senior Helicopter Technician and one Helicopter Mechanic.

Federal Aviation Administration (FAA) Part 135 (standards for air ambulance helicopter operators) requires one mechanic for each aircraft engine. Public use agencies, like OCFA, and others around the country are exempt from FAA Part 135 standards, but strive to follow them. As a comparative, Los Angeles County Fire Air Operations staffs nine helicopter mechanics, two quality assurance technicians, and one Chief of Maintenance for its fleet of nine aircraft.

Since 2012, OCFA helicopters have increased their annual flight hours from 243 to a high of 549 hours in 2015. Since that high of 549 flight hours, it has decreased in 2016 and 2017, due to lack of aircraft availability. The increased usage and aging of the airframes result in higher maintenance needs, reduced availability, reduced training, and overly taxing the maintenance crews. OCFA had only one operational aircraft available three times in 2017. So far in 2018, it has already occurred three times. Staff recommends the addition of two Fire Helicopter Technicians (mechanics) to properly support maintaining the OCFA helicopter fleet at a total cost of \$326,809 for two employees.

To address recruitment and retention concerns, Human Resources staff conducted a compensation study, using the Senior Fire Helicopter Technician as the benchmark classification. The external labor market study revealed that our Senior Fire Helicopter Technician salary is 7.43% below market when compared to Southern California cities/counties with a similar classification. Providing for external competition, the recommended maximum salary for the Senior Fire Helicopter Technician is set 5% above the local market, with a proposed range of \$34.80/hour-\$51.59/hour. The proposed salary range for the Fire Helicopter Technician is \$38.28/hour-\$46.90/hour (10% below the lead journey-level classification). The salary of both incumbents would be adjusted to the new range at a total cost of \$34,585.

Fire Pilot

The current pilot staffing includes four positions on the Master Position Control List – one Lead Fire Pilot and three Line Fire Pilots. The Line Pilots staff the 24-hour multi-mission duty helicopter and the Lead Fire Pilot works a 40-hour administrative work (staff) schedule. To ensure safe aviation operations, it is recommended to add two additional 40-hour shift (staff) Fire Pilots. The two 40-hour shift Fire Pilots will allow the Lead Pilot to focus on administrative tasks, while the new pilots would be tasked with pilot and flight crew standardization training and 2nd helicopter staffing.

The improved Fire Pilot staffing levels will provide the following:

- By having a standardization pilot, the two duty ships would remain available for response.
- Fire Pilots will remain compliant with FAA duty/rest requirements.
- OCFA Air Operations can better sustain an aggressive initial fire attack for the 24/7 mission.
- By having a larger number of available pilots, the Air Operations program is less vulnerable to staffing shortages.

Staff recommends the addition of two Fire Pilots to support daily operations at a total cost of \$561,808 for two employees.

Attachment(s)

1. Fiscal Impact of Enhancements
2. Affordability – Five-Year Financial Forecast

**Orange County Fire Authority
Air Operations Program
Fiscal Impact of Enhancements**

Air Operations Program Enhancements - Cost Elements	Added Costs to Staff Second Helicopter 10- hrs/day, 365-days/yr	Added Costs to Augment Current Helicopter Staffing	Added Fuel, Maintenance & Training	Total Requested Cost Increase
Fire Captain/Crew Chiefs for staffing 10-hour shifts	277,372	-	-	277,372
Overtime for Temporary Fire Pilot (pending hiring of new pilots)	21,890	-	-	21,890
Add Two Fire Pilots	561,808	-	-	561,808
Adjust Salary Range - Incumbent Helicopter Technicians (mechanics)	-	34,585	-	34,585
Add Two Helicopter Technicians (mechanics)	-	326,809	-	326,809
Fuel & Maintenance Costs - Super Huey (300 additional hours @ \$1,447)	-	-	434,100	434,100
Fuel & Maintenance Costs - Bell 412 (100 additional hours @ \$3,494)	-	-	349,400	349,400
Ongoing Costs	861,070	361,394	783,500	2,005,964
One-Time Training for Two Fire Pilots	-	-	71,298	71,298
One-Time Training for Two Helicopter Technicians	-	-	30,000	30,000
One-Time Costs	-	-	101,298	101,298
Total Fiscal Impact	861,070	361,394	884,798	2,107,262

**Orange County Fire Authority
Affordability - Five-Year Financial Forecast
w/ Air Operations Program Enhancements**

	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Year 4</i>	<i>Year 5</i>
	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
Beginning Fund Balance	168,335,126	153,328,256	147,997,191	153,117,171	159,156,253
General Fund Revenues	393,858,112	412,976,428	426,865,655	440,429,377	460,098,801
General Fund Expenditures	369,644,723	374,341,409	390,477,752	407,326,305	417,666,316
Accelerated Pension Paydown Plan	9,167,397	9,648,658	12,368,859	14,279,280	17,787,217
Total General Fund Expenditures	378,812,120	383,990,067	402,846,612	421,605,585	435,453,533
Net General Fund Revenue	15,045,993	28,986,361	24,019,043	18,823,791	24,645,268
Less Increase to Sustain 10% Contingency	5,679,955	469,669	1,613,634	1,684,855	1,034,001
General Fund Surplus	9,366,038	28,516,692	22,405,409	17,138,936	23,611,267
Transfer to CIP Funds	4,683,019	19,367,960	16,480,422	11,780,835	11,805,633
Transfer to Accelerated Pension Paydown	4,683,019	9,148,732	5,924,987	5,358,101	11,805,633
CIP/Other Revenues	28,195,372	42,642,161	39,260,191	36,223,035	36,257,933
CIP/Other Expenses	48,882,197	48,442,895	35,753,845	31,868,808	24,156,766
CIP Surplus / (Deficit)	(20,686,825)	(5,800,734)	3,506,346	4,354,227	12,101,167
Ending Fund Balance	153,328,256	147,997,191	153,117,171	159,156,253	172,291,421