



ORANGE COUNTY FIRE AUTHORITY

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Thursday, September 26, 2019

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 Kent Kranning

PLEDGE OF ALLEGIANCE by Director Fox

ROLL CALL

1. PRESENTATIONS

No items.

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.

REPORTS

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR

REPORT FROM THE FIRE CHIEF

- September 11 Memorial Services and Dedication of 9-11 Artifact
- OCFA Open House, Saturday, October 5, 2019, 10 a.m. to 3 p.m.
- Fire Station Open House, Saturday, October 12, 2019, 10 a.m. to 1 p.m.
- Fire Integrated Real-time Intelligence System Pilot Program Update
- Administration of Oath of Office – Urban Search & Rescue Canine and Demonstration

2. MINUTES

A. Minutes from the August 22, 2019, Regular Meeting of the Board of Directors

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

3. CONSENT CALENDAR

A. Acceptance of 2019 Department of Homeland Security/Federal Emergency Management Agency's Urban Search & Rescue Preparedness Cooperative Agreement Funding

Submitted by: Brian Norton, Division Chief/Special Operations

Budget and Finance Committee Recommendation: APPROVE

Recommended Actions:

1. Approve and adopt the proposed Resolution entitled A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY ACCEPTING THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) NATIONAL URBAN SEARCH AND RESCUE (US&R) PROGRAM COOPERATIVE AGREEMENT TO PURCHASE US&R EQUIPMENT AND SUPPLIES, MAINTENANCE AND

- REPAIR OF US&R EQUIPMENT, TRAINING, AND PROGRAM ADMINISTRATION to accept the Department of Homeland Security/Federal Emergency Management Agency's Grant Readiness Cooperative Agreement funding.
2. Approve a budget adjustment to the FY 2019/20 General Fund (121) budget increasing revenues and expenditures by \$1,230,104.

B. Appointment of Auditor for the Orange County Fire Authority

Submitted by: Lori Zeller, Deputy Chief/Administration & Support Bureau

Budget and Finance Committee Recommendation: *APPROVE*

Recommended Action:

Approve and adopt the proposed Resolution entitled A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY, ORANGE COUNTY, CALIFORNIA, APPOINTING AN AUDITOR FOR THE ORANGE COUNTY FIRE AUTHORITY appointing OCFA's Finance Manager Julie Nemes as Auditor for the Orange County Fire Authority.

C. Carryover of FY 2018/19 Uncompleted Projects and Use of Unexpended Fund Balance

Submitted by: Robert Cortez, Assistant Chief/Business Services Department

Budget and Finance Committee Recommendation: *APPROVE*

Recommended Action:

1. Approve a budget adjustment in the FY 2019/20 General Fund (121) increasing revenues by \$6,065,346 and expenditures by \$10,467,941.
2. Approve a budget adjustment in the FY 2019/20 General Fund CIP (12110) increasing expenditures by \$1,568,406.
3. Approve a budget adjustment in the FY 2019/20 Fire Stations and Facilities Fund (123) increasing expenditures by \$616,707.
4. Approve a budget adjustment in the FY 2019/20 Communications and Information Systems Fund (124) increasing expenditures by \$2,708,391.
5. Approve a budget adjustment in the FY 2019/20 Fire Apparatus Fund (133) increasing expenditures by \$5,803,945.
6. Approve a budget adjustment transferring \$507,495 from the FY 2019/20 General Fund (121) to the Settlement Fund (139), and appropriate that amount in Fund (139) for the Joint-Training Facility project.
7. Approve a budget adjustment in the Structural Fire Entitlement Fund (171) increasing expenditures by \$329,827.

D. Quarterly Status Report Placentia Fire and Emergency Medical Services

Submitted by: Brian Fennessy, Fire Chief

Recommended Action:

Receive and file the report.

END OF CONSENT CALENDAR

4. PUBLIC HEARING(S)

No items.

5. DISCUSSION CALENDAR

No items.

BOARD MEMBER COMMENTS

CLOSED SESSION

CS1. CONFERENCE WITH LABOR NEGOTIATOR

Chief Negotiator: Peter Brown, Liebert Cassidy Whitmore

Employee Organizations: Orange County Professional Firefighters' Association,
Local 3631 and Chief Officers Association

Authority: Government Code Section 54957.6

CS2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9
(1 Case)

CLOSED SESSION REPORT

ADJOURNMENT – The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for Thursday, October 24, 2019, 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 19th day of September 2019.

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

UPCOMING MEETINGS:

Budget and Finance Committee Meeting

Wednesday, October 9, 2019, 12 noon

Executive Committee Meeting

Thursday, October 24, 2019, 5:30 p.m.

Board of Directors Meeting

Thursday, October 24, 2019, 6:00 p.m.

MINUTES ORANGE COUNTY FIRE AUTHORITY

**Board of Directors Regular Meeting
Thursday, August 22, 2019
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 meeting of the Orange County Fire Authority Board of Directors was called to order on August 22, 2019, at 6:00 p.m. by Chair Muller.

INVOCATION

Chaplain Emily McColl offered the Invocation.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Sergio Farias, San Juan Capistrano	Melissa Fox, Irvine
Carol Gamble, Rancho Santa Margarita	Noel Hatch, Laguna Woods
Gene Hernandez, Yorba Linda	Robert Johnson, Cypress
Neeke Moatazedi, Lake Forest	Thomas Moore, Seal Beach
Joseph Muller, Dana Point	John R. O'Neill, Garden Grove
Sandy Rains, Laguna Niguel	Don Sedgwick, Laguna Hills
Michele Steggell, La Palma	Tri Ta, Westminster
Juan Villegas, Santa Ana	Donald P. Wagner, County of Orange
Kathy Ward, San Clemente	

Absent: Lisa Bartlett, County of Orange
Dave Harrington, Aliso Viejo
Vince Rossini, Villa Park
Dave Shawver, Stanton

Letitia Clark, Tustin
Shelley Hasselbrink, Los Alamitos
Ed Sachs, Mission Viejo
Elizabeth Swift, Buena Park

Also present were:

Fire Chief Brian Fennessy	Assistant Chief Randy Black
Deputy Chief Lori Zeller	Assistant Chief Robert Cortez
Assistant Chief Pokey Sanchez	Assistant Chief Jim Ruane
Assistant General Counsel Michael Daudt	Assistant Chief Lori Smith
Clerk of the Authority Sherry Wentz	Communications Director Colleen Windsor

1. PRESENTATIONS

No items.

ADMINISTRATION OF OATH OF OFFICE (F: 11.02C)

Clerk of the Authority Sherry Wentz administered the Oath of Office to newly appointed Board Member John R. O'Neill from the City of Garden Grove. Director O'Neill introduced his wife, Garden Grove Council Members, and Garden Grove City Manager who were in attendance.

PUBLIC COMMENTS (F: 11.11)

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

Director Wagner arrived at this point (6:10 p.m.).

REPORTS

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

As the August Budget and Finance Committee meeting was cancelled, there was no report.

REPORT FROM THE FIRE CHIEF (F: 11.14)

Fire Chief Fennessy provided an overview of the 4th Quarter Report on 2018/19 Performance Goals, draft 2019/20 Performance Goals, and the Garden Grove Transition Update.

BOARD RECESS

The Board of Directors recessed at 6:10 p.m. to ceremonial unveil the Garden Grove city seal window.

BOARD RECONVENE

The Board of Directors reconvened at 6:22 p.m., with all prior members present.

2. MINUTES

A. Minutes from the July 25, 2019, Regular Board of Directors Meeting (F: 11.06)

On motion of Director Hernandez and second by Director Johnson, the Board of Directors voted unanimously to approve the Minutes as submitted.

3. CONSENT CALENDAR

No items.

4. PUBLIC HEARING(S)

No items.

5. DISCUSSION CALENDAR

A. SoCal/OCFA Fire Integrated Real-time Intelligence System Pilot Program (F: 18.09D)

Fire Chief Fennessy introduced Assistant General Counsel Michael Daudt who reported that since an additional recommended action had been added to this item after the posting of the agenda, the Board should vote on the inclusion of the proposed additional action as an urgency item.

Chair Muller entertained a motion to consider the additional recommendation as an urgency item.

On motion of Director Wagner and second by Director Hatch, the Board of Directors voted unanimously by those present to entertain the additional Recommended Action No. 6 to the staff report for discussion.

Fire Chief Fennessy presented a PowerPoint presentation of the SoCal/OCFA Fire Integrated Real-time Intelligence System Pilot Program. He introduced Assistance Chief Robert Cortez who presented the funding resources of the pilot program.

On motion of Director Hatch and second by Director Hernandez, the Board of Directors voted unanimously by those present to:

1. Approve and authorize the Board Chair to execute the Office of Emergency Services Pilot Program Grant Funds Transfer Agreement between the County of Orange and the Orange County Fire Authority for the acceptance of \$4,500,000 in State funding for the Fire Integrated Real-time Intelligence System Pilot Program.
2. Approve and authorize a budget adjustment to recognize the State funding allocation, increasing revenues by \$4,500,000 and appropriating equal funds to the FY 2019/20 General Fund Budget (121) to fund the Pilot Program.
3. Approve and authorize the Purchasing Manager to execute a Professional Services Agreement with Courtney Aviation, substantially in the form proposed, utilizing the special procurement provision in the Purchasing Ordinance for the provision of aircraft and other related services in an amount not to exceed \$3,508,000.
4. Approve and authorize the Purchasing Manager to execute a Professional Services Agreement with UCSD/WIFIRE, substantially in the form proposed, using the sole source provision of the Purchasing Ordinance for the provision of enhanced situational awareness/fire modeling and other related services in an amount not to exceed \$500,000.
5. Approve and authorize an increase to the aggregate total amount for the professional

services agreement for Air Tactical Group Supervisors by \$250,000 for a new aggregate total not to exceed \$500,000; the not to exceed amount for each individual agreement will remain unchanged.

6. Authorize the Fire Chief to enter into an agreement acceptable to the Fire Chief and in a form approved by General Counsel providing for the use of the Los Alamitos Joint Forces Training Base by OCFA and its contractors to store aircraft and conduct air operations (including take offs and landings) from the facility.

B. Updated Cost Reimbursement Rates (F: 15.2) (X: 18.09D)

Assistant Chief Cortez presented the Updated Cost Reimbursement Rates.

On motion of Director Ta and second by Director Fox, the Board of Directors voted unanimously by those present to review the proposed agenda item and approve the updated Cost Reimbursement Rate schedules to be effective August 23, 2019.

BOARD MEMBER COMMENTS (F: 11.13)

Director Ward reported on the use of air operations to extinguish a wildfire in San Clemente.

Director Hernandez reported attending this evening's OCFA promotional ceremony.

Director O'Neill thanked the Board of Directors for the warm welcome to OCFA's Board of Directors.

Chair Muller reported attending "Call Before You Dig 8-1-1" - Dig Alert event at the OCFA. He commended Chief Fennessy for his success in bringing the heavy lift tankers to the OCFA, and thanked 74th Assembly District Representative Cottie Petrie-Norris for her instrumental support on the project.

CLOSED SESSION (F: 11.15)

Assistant General Counsel Michael Daudt reported there was no need for Closed Session.

ADJOURNMENT – Chair Muller adjourned the meeting at 6:51 p.m. The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for Thursday, September 26, 2019, at 6:00 p.m.

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

Background

California Task Force Five (CA-TF5), located in Orange County and sponsored by the Orange County Fire Authority, is one of 28 National US&R Task Forces. CA-TF5 has used past Cooperative Agreement funds and activation reimbursements to equip and train the task force members for various missions including but not limited to: rescuing victims in collapsed structures, responding to natural disasters, and responses to attacks from weapons of mass destruction/terrorist attacks.

Currently, CA-TF5 maintains a response capability that includes apparatus and equipment supply inventory worth approximately \$8 million. There is also a personnel cadre of over 220 members, composed of a civilian element of structural engineers, disaster search canines, physicians, as well as firefighters from the participating agencies of Anaheim, Orange, and the OCFA.

DHS/FEMA has authorized an initial funding of \$1,185,104 to each US&R Task Force for the administration of an approved National Urban Search and Rescue Response System. In addition to the initial funding that has been awarded to each US&R Task Force, a \$45,000 allocation has been awarded to CA-TF5 for the Task Force members that participate and support the national program in leadership positions. Total grant funding for CA-TF5 is as follows:

Grant Funding Component	Component Amount	Total Grant Funding
<i>Base funding provided to each US&R Task Force:</i>		
• Administration	412,845	
• Training (including travel expenses)	205,000	
• Equipment/Cache (acquisition, modifications)	158,850	
• Storage and Maintenance	408,409	
<i>Subtotal</i>		\$1,185,104
<i>Additional funding components provided to CA-TF5 only:</i>		
• Administration – National IST Representative	15,000	
• Administration – National Incident Support Team Leader	6,000	
• Administration – National Logistics Functional Group Leader	12,000	
• Administration – Western Region Sponsoring Agency Chief	8,000	
• Administration – National Incident Support Team Advisory Ops Rep	4,000	
<i>Subtotal</i>		\$45,000
Total Grant Funding Awarded to CA-TF5		\$1,230,104

Through the leadership of OCFA's Board, the OCFA was able to enhance relationships with Congressional representatives. This effort not only helped to broaden appreciation for OCFA's US&R program, it facilitated additional funding in HR 1471. The legislation passed through Congress, identified the need for \$50M nationally for the country's 28 US&R teams.

The Cooperative Agreement funding continues the development and maintenance of the National US&R Response System resources to be prepared to provide qualified, competent US&R personnel in support of all US&R activities/incidents under the Federal Response Plan. This Cooperative Agreement funding is available for use beginning September 30, 2019, through September 29, 2022.

Attachment(s)

Proposed Resolution

RESOLUTION NO. 2019-XX

**A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY
ACCEPTING THE FEDERAL EMERGENCY MANAGEMENT AGENCY
(FEMA) NATIONAL URBAN SEARCH AND RESCUE (US&R)
PROGRAM COOPERATIVE AGREEMENT TO PURCHASE US&R
EQUIPMENT AND SUPPLIES, MAINTENANCE AND REPAIR OF
US&R EQUIPMENT, TRAINING, AND PROGRAM ADMINISTRATION**

WHEREAS, the Orange County Fire Authority is one of only 28 agencies in the country selected to participate in the FEMA's National US&R Response System; and

WHEREAS, OCFA entered into a tri-party agreement with FEMA and the California Governor's Office of Emergency Services, who provides oversight and additional support for the program; and

WHEREAS, currently Orange County US&R California Task Force 5 maintains a response capability including apparatus and equipment supply inventory worth approximately \$8 million; and

WHEREAS, Orange County US&R California Task Force 5 maintains a personnel cadre of over 220 members that includes a civilian element of structural engineers, disaster search canines, physicians, as well as firefighters from the participating agencies of Anaheim, Orange and the OCFA; and

WHEREAS, FEMA has authorized a funding award of \$1,230,104 which is available for use beginning September 30, 2019, through September 29, 2022, for preparedness issues related to the Urban Search and Rescue Program.

NOW, THEREFORE, the Board of Directors of the Orange County Fire Authority does hereby resolve to accept the FEMA US&R Cooperative Agreement to be utilized for such things as procurement of US&R equipment and supplies, maintenance and repair of US&R equipment, training and program administration. Additionally, these funds can be used for associated travel expenses for task force personnel to attend US&R related training courses, exercises, meetings, and for the management and administration of US&R activities. This includes expenses relating to task force maintenance, development, record-keeping, and correspondence.

PASSED, APPROVED, AND ADOPTED this 26th day of September 2019.

JOSEPH MULLER, CHAIR
Board of Directors

ATTEST:

SHERRY A. F. WENTZ, CMC
Clerk of the Authority



Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
September 26, 2019

Agenda Item No. 3B
Consent Calendar

Appointment of Auditor for the Orange County Fire Authority

Contact(s) for Further Information

Lori Zeller, Deputy Chief Administration & Support Bureau	lorizeller@ocfa.org	714.573.6020
Robert Cortez, Assistant Chief Business Services Department	robertcortez@ocfa.org	714.573.6012

Summary

This agenda item is submitted to request the appointment of OCFA's Finance Manager, Julie Nemes, as Auditor for the Orange County Fire Authority (OCFA).

Prior Board/Committee Action

Budget and Finance Committee Recommendation: *APPROVE*

At its regular September 11, 2019, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

RECOMMENDED ACTION(S)

Approve and adopt the proposed Resolution entitled A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY, ORANGE COUNTY, CALIFORNIA, APPOINTING AN AUDITOR FOR THE ORANGE COUNTY FIRE AUTHORITY appointing OCFA's Finance Manager Julie Nemes as Auditor for the Orange County Fire Authority.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Not Applicable.

Background

The California Government Code Section 6505.6 and the OCFA's Joint Powers Agreement require appointment of an auditor. Jim Ruane, OCFA's former Finance Manager and appointed auditor, promoted to the position of Assistant Chief of Logistics in November 2018. Chief Ruane continued to fulfill the role of auditor during a transition period as the OCFA recruited for a new Finance Manager.

In 2019, staff conducted a recruitment to fill the Finance Manager position and selected the top ranked candidate Julie Nemes. Ms. Nemes began her employment with the OCFA on August 2, 2019. Ms. Nemes comes to the OCFA with over 18 years of accounting and municipal finance experience. Her government related experience includes working for the County of Santa Barbara, the Santa Barbara Unified School District and the City of Santa Barbara. While at the City of

Santa Barbara, Ms. Nemes served as the Accounting Manager and promoted to Treasury Manager and Finance Manager where she oversaw the development of the Comprehensive Annual Financial Report, payroll/timekeeping processes, implementation of an integrated financial system, and development of financial policies and procedures. During her tenure at the City of Santa Barbara, Ms. Nemes also acted as the Finance Section Chief in the Emergency Operations Centers during several disasters (fires and landslides). Her employment history also includes working for two public accounting firms.

Ms. Nemes holds both a Bachelor's in Accounting and Master's in Accounting from the University of Southern California. She has also been a member of the California Society of Municipal Finance Officers Association, Government Finance Officers Association, and the Municipal Management Association of Southern California, and stays current with financial and accounting issues impacting governmental agencies.

Finally, if appointed Auditor, Ms. Nemes will continue to engage an outside certified public accountant or public account to perform the annual independent audit as required by California Government Code Section 6505.6.

Recommendation

Staff recommends the appointment of Ms. Julie Nemes as Auditor for the Orange County Fire Authority.

Attachment(s)

Proposed Resolution

RESOLUTION NO. 2019-XX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE
COUNTY FIRE AUTHORITY, ORANGE COUNTY, CALIFORNIA,
APPOINTING AN AUDITOR FOR THE
ORANGE COUNTY FIRE AUTHORITY**

WHEREAS, The Orange County Fire Authority was established on March 1, 1995, as a joint powers authority to provide Fire and Emergency Medical Services to the member Cities and unincorporated areas of the County of Orange; and

WHEREAS, State law and the Joint Powers Agreement that governs the Fire Authority require the OCFA to designate or appoint an auditor.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board of Directors of the Orange County Fire Authority does hereby appoint OCFA's Finance Manager, Julie Nemes, as Auditor;
2. This appointment is effective September 26, 2019.

PASSED, APPROVED, and ADOPTED this 26th day of September 2019.

JOSEPH MULLER, CHAIR
Board of Directors

ATTEST:

SHERRY A.F. WENTZ, CMC
Clerk of the Authority



Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
September 26, 2019

Agenda Item No. 3C
Consent Calendar

**Carryover of FY 2018/19 Uncompleted Projects and
Use of Unexpended Fund Balance**

Contact(s) for Further Information

Robert Cortez, Assistant Chief Business Services Department	robertcortez@ocfa.org	714.573.6012
Tricia Jakubiak, Treasurer	triciajakubiak@ocfa.org	714.573.6301
Deborah Gunderson, Budget Manager	deborahgunderson@ocfa.org	714.573.6302

Summary

This agenda item is a routine annual request for approval to carryover funding for various projects, grants, and unexpended funds that were not used in FY 2018/19 and require funding in FY 2019/20.

Prior Board/Committee Action

Budget and Finance Committee Recommendation: *APPROVE*

At its regular September 11, 2019, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

RECOMMENDED ACTION(S)

1. Approve a budget adjustment in the FY 2019/20 General Fund (121) increasing revenues by \$6,065,346 and expenditures by \$10,467,941.
2. Approve a budget adjustment in the FY 2019/20 General Fund CIP (12110) increasing expenditures by \$1,568,406.
3. Approve a budget adjustment in the FY 2019/20 Fire Stations and Facilities Fund (123) increasing expenditures by \$616,707.
4. Approve a budget adjustment in the FY 2019/20 Communications and Information Systems Fund (124) increasing expenditures by \$2,708,391.
5. Approve a budget adjustment in the FY 2019/20 Fire Apparatus Fund (133) increasing expenditures by \$5,803,945.
6. Approve a budget adjustment transferring \$507,495 from the FY 2019/20 General Fund (121) to the Settlement Fund (139), and appropriate that amount in Fund (139) for the Joint-Training Facility project.
7. Approve a budget adjustment in the Structural Fire Entitlement Fund (171) increasing expenditures by \$329,827.

Impact to Cities/County

The proposed adjustments to the FY 2019/20 budget will have no impact to cash contract city charges.

Fiscal Impact

Approval of the requested adjustments will accommodate a change in timing of revenues and appropriations, from FY 2018/19 to FY 2019/20, in the funds listed as per the recommended actions.

Background

The annual carryover request includes projects in the General, Capital Improvement Program and other funds, as summarized in the table below and as outlined in the attachment. Due to the complexity, size, timing and resources available to complete projects, as well as changes in priorities, not all projects were completed within the fiscal year. Therefore, staff is recommending to carry over the appropriations for such projects so that they may continue and be completed within fiscal year 2019/20. Carryover requests reflect simply a timing change of planned expenditures.

Additionally, staff is recommending the use of unexpended fund balance from FY 2018/19 to fund one-time projects, including additional fleet and facility needs, improvements to the automated Staffing application, Hazmat training, and increased costs for Hazmat Rapid Deployment Kits.

Fund	Revenues	Expenditures
General Fund (121)	\$6,065,346	\$10,467,941
GF Capital Improvement Program (12110)	-	\$1,568,406
Fire Stations & Facilities (123)	-	\$616,707
Comm. & Info Systems (124)	-	\$2,708,391
Vehicle Replacement (133)	-	\$5,803,945
Settlement Agreement (139)	-	\$507,495
SFF Entitlement Fund (171)	-	\$329,827

Staff recommends the approval of the recommended actions.

Attachment(s)

PowerPoint Slides presented at 09/11/19 Budget and Finance Committee Meeting on the Year-end Carryover

Year-end Carryover Item 3C

September 11, 2019

Budget & Finance Committee Meeting



Carryover Summary

General Funds	Amount
General Fund (121) <ul style="list-style-type: none">• Restricted Grant Funds – 75%• Maintenance & Improvements – 12.8%• Training Service Contracts – 8.9%• Professional Service Contracts – 3.1%• Equipment – 0.2%	\$10.4M
GF Capital Improvement Program (12110) <ul style="list-style-type: none">• Equipment – 57.4%• Fire Station Improvements – 29.6%• Other Facility Improvements – 13%	\$1.5M

Makeup of General Fund Carryover:

- US&R and CalFire grant funds make-up the majority of GF carryover
- Service/goods received in 2018-19 and invoices to be paid in 2019-20
- Contracts for training, legislative affairs, staffing system consultant, architect services, project managers, etc.
- Projects started at the end of 2018-19 (i.e. health & wellness app, GG transition, facility maintenance and modifications, etc.)
- Multi-year purchase of equipment (i.e. PC's, laptops, thermal imaging cameras, etc.)

Carryover Summary (Cont'd)

Capital Improvement Program Funds	Amount
Fire Stations & Facilities (123) <ul style="list-style-type: none">• Fire Station Improvements – 39.7%• Other Facility Improvements – 60.3%	\$616K
Comm. & Info Systems (124) <ul style="list-style-type: none">• Communications & Equipment – 27.5%• Applications & Systems Upgrade – 60%• Business Continuity – 12.5%	\$2.7M
Fire Apparatus (133)	\$5.8M
Settlement Agreement (139)	\$507K
SFF Entitlement Fund (171)	\$329K

Makeup of Capital Improvement Program Funds Carryover:

- Multi-year projects and high dollar value purchases
- Majority is related to fleet replacement and outfitting costs
- Capital projects - fire station replacement, site stabilization, US&R Warehouse Training Center improvements, security enhancements, apparatus bay floor reconstruction, RFOTC improvements, business continuity, 800 MHz system upgrade, joint training facility, etc.)

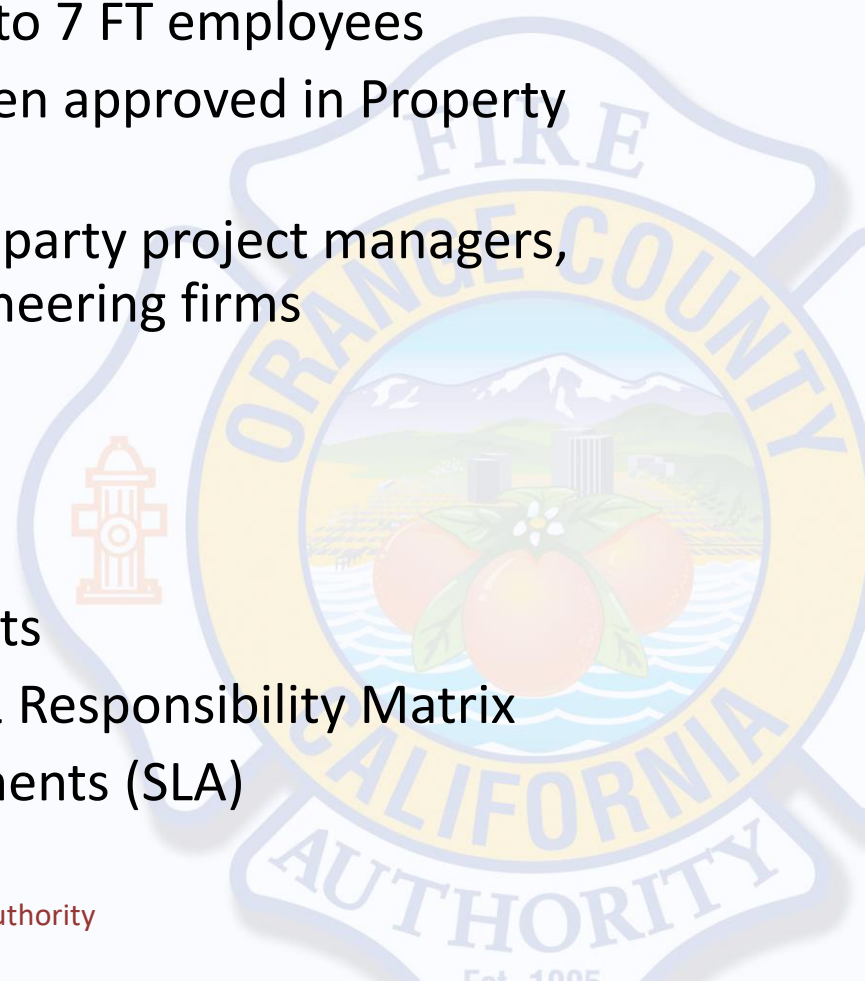
Help is on the Way!

Staffing Enhancements

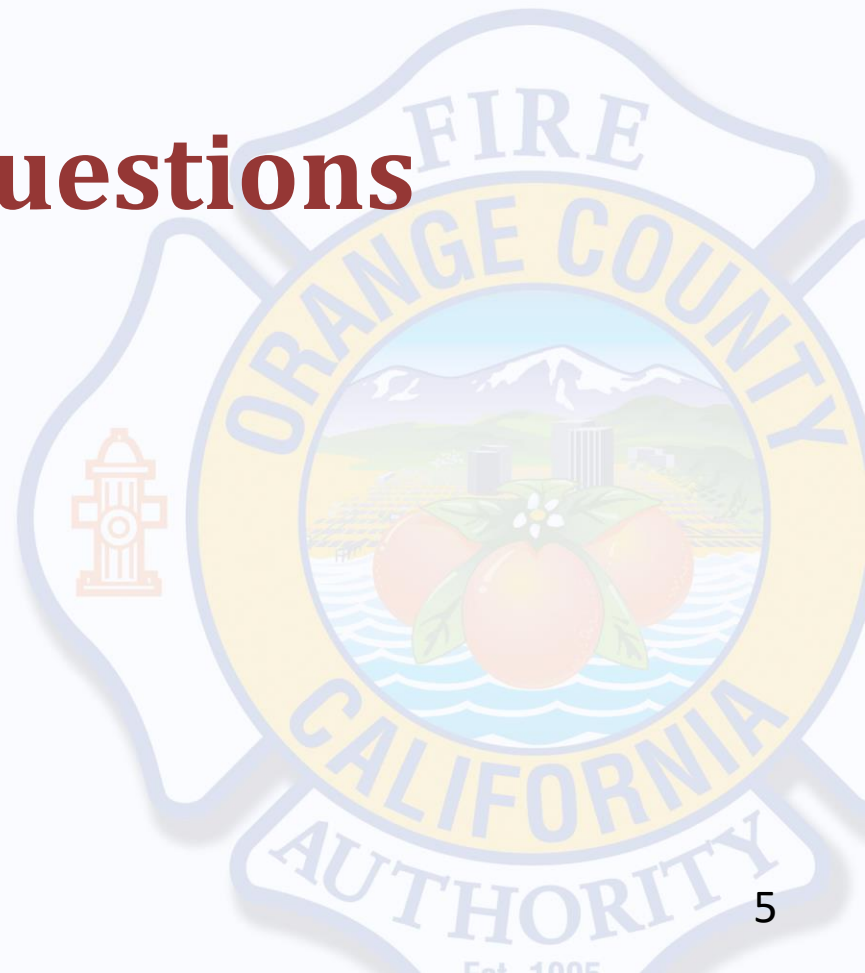
- ✓ 12 Limited term positions approved for Communications Services and Fleet
- ✓ 11 IT consultants converted into 7 FT employees
- ✓ 2 extra help positions have been approved in Property Management
- ✓ Issued contracts with 17 third-party project managers, architects, and structural engineering firms
- ✓ Hiring of new Fleet Manager

Process Improvements

- ✓ IT Governance Structure
- ✓ Prioritizing of Projects/Requests
- ✓ Updated Procurement Roles & Responsibility Matrix
- ✓ Citygate Service Level Assessments (SLA)



Comments/ Questions





Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
September 26, 2019

Agenda Item No. 3D
Consent Calendar

**Quarterly Status Report
Placentia Fire and Emergency Medical Services**

Contact(s) for Further Information

Brian Fennessy, Fire Chief

brianfennessy@ocfa.org

714.573.6010

Summary

This agenda item is submitted to provide a quarterly status briefing regarding the transition of Fire and Emergency Medical Services (EMS) from the Orange County Fire Authority (OCFA) to the City of Placentia.

Prior Board/Committee Action

At its June 27, 2019, meeting the Board of Directors was presented an overview of the City of Placentia's Fire/Emergency Medical Services (EMS) Transition Plan. Staff was directed to provide quarterly status updates regarding the transition of services.

RECOMMENDED ACTION(S)

Receive and file the report.

Impact to Cities/County

Not Applicable.

Fiscal Impact

The City of Placentia's withdrawal from OCFA effective July 1, 2020, will result in a \$7.1 million reduction to annual cash contract revenue, with a corresponding reduction to expenditures.

Background

On June 4, 2019, the Placentia City Council voted to proceed in establishing a Placentia Citywide Fire Protection & EMS Department, effective July 1, 2020. At the OCFA Board of Directors June 27, 2019, meeting, staff was directed to provide a quarterly report on the transition, including any policy matters that may require Board action. Below are the initial topics that staff previously identified for the Board's awareness:

- 1) **Movement of Truck 34:** Truck 34 is currently positioned at Fire Station 34 in Placentia, with a previously identified plan to move the Truck into the neighboring City of Yorba Linda at Fire Station 10. Movement of Truck 34 remains dependent on identification of a new site to build a replacement/larger station within Yorba Linda; however, a viable site available for OCFA purchase has not yet been found. As a result, staff has begun research to develop an interim solution for the movement of Truck 34 out of Placentia. Additional updates will be provided with the next quarterly report

2) **Absorption of Personnel:** Aside from Truck 34, OCFA has an additional 24 full-time, professional employees staffing Engine 34 and Engine 35 in Placentia. Upon transition of services to the City in July 2020, OCFA will absorb these 24 employees into other existing positions within OCFA's service jurisdiction which are vacant.

3) **Five-Year Shortfall Payment Obligation at Withdrawal:** The First Amendment to the OCFA's Joint Powers Authority Agreement added Section 1.F to Article VII as follows:

“F. Negotiation of Terms Upon Notice of Withdrawal: Upon providing notice of withdrawal, a cash contract City may negotiate with the Authority regarding modifications to its payment obligation. If the City and the Authority are unable to reach agreement regarding modified payment terms, the balance of any shortfall that may have accumulated during a City's ten-year period of membership shall be paid upon withdrawal.”

Staff has calculated the payment shortfall, which compares what the service charge would be if there was no cap on annual increases, to the actual service charge being billed to the City during the year of the Five-Year Review (FY 2019/20) and identified a shortfall value of \$312,537. This Five-Year Shortfall of \$312,537 represents a payment obligation for the City of Placentia to the OCFA on, or prior to, June 30, 2020. We anticipate billing the City for this obligation within the next quarter for its financial planning purposes; however, the due date will remain June 30, 2020.

4) **Future OCFA Aid into Placentia:** Local government fire departments routinely and voluntarily aid and assist each other when emergencies exist within their respective jurisdictions. There are primarily two methods of attaining emergency aid: Automatic Aid and Mutual Aid. Reciprocity of resource exchange is the basis for determining which type of aid may be voluntarily provided to a requestor. When neighboring agency resources are closer to an emergency in another jurisdiction, automatic aid is typically provided. This occurs many times a day.

Emergency aid that is not reciprocal either due to the type or number of resources being requested or the type of resource needs the requesting agency is unable to provide is called Mutual Aid. Mutual aid must be requested through the Orange County Operational Area Fire Coordinator's Emergency Command Center. Fire agencies are able to charge other jurisdictions their actual costs for the provision of mutual aid.

Since Placentia's proposed Fire and EMS delivery model will not be able to provide the number of reciprocal or like services, the OCFA and other neighboring Fire Departments will need to make policy decisions as to:

- How requests for aid will be provided to Placentia?
- Will aid into Placentia be considered mutual aid with associated charges?
- Can aid be reasonably expected or acceptable from Placentia back to OCFA given the significantly lower level of skills/training possessed by reserve personnel and the lack of an adequate number of skilled firefighters staffing the Placentia units?
- The EMS personnel used by Placentia will not be dual function firefighter paramedics; therefore, will not possess the same training and will be unable to safely operate on many of the incidents when needed.

OCFA staff met with Chief Ferguson (the current contract Fire Chief serving the City of Placentia on an interim basis) at his request, primarily for discussion of how aid will be provided among the neighboring fire departments. He indicated his desire to meet jointly with the Fire Chiefs from OCFA, Anaheim, and Fullerton/Brea to initiate this discussion; however, this meeting has not been scheduled.

At this time, we don't have any policy matters for the Board to consider, and we will continue monitoring the transition for future quarterly updates.

Attachment(s)

None.