



# ORANGE COUNTY FIRE AUTHORITY AGENDA

## Budget and Finance Committee Special Meeting

Wednesday, November 4, 2020

12:00 Noon

### Regional Fire Operations and Training Center Board Room

1 Fire Authority Road  
Irvine, California 92602

Gene Hernandez, Chair

Elizabeth Swift, Vice Chair

Ed Sachs • Shelley Hasselbrink • Joe Muller  
Sergio Farias • Don Sedgwick • Tri Ta • Vince Rossini  
Jennifer Cervantez, Ex Officio

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 Budget and Finance Committee 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 the 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>



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 and identify the need and the requested modification or accommodation. Please notify us as soon as is feasible, however 48 hours prior to the meeting is appreciated to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

### NOTICE REGARDING PUBLIC PARTICIPATION DURING COVID-19 EMERGENCY

During the Statewide COVID-19 Emergency, the public is not permitted to convene in person for this public meeting. However, the public may still view and comment on the meeting as follows:

- To watch the meeting online, please go to website at [www.OCFA.org](http://www.OCFA.org)
- To submit an e-comment, please email to [PublicComments@ocfa.org](mailto:PublicComments@ocfa.org).

You may comment on items on the agenda or not on the agenda. Your comments will be forwarded electronically and immediately to the members of the Committee. Comments related to a particular agenda item will only be considered prior to the close of public comments on that item.

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE** by Director Sachs

## ROLL CALL

### 1. PRESENTATIONS

No items.

## PUBLIC COMMENTS

**Please refer to instructions on how to submit a public comment during COVID-19 Emergency on Page 1 of this Agenda.**

### 2. CONSENT CALENDAR

*All matters on the consent calendar are considered routine and are to be approved with one motion unless a Director or a member of the public requests separate action on a specific item.*

#### A. [Minutes for the October 14, 2020, Budget and Finance Committee Meeting](#)

Submitted by: Maria Huizar, Clerk of the Authority

Recommended Action:

Approve as submitted.

#### B. [Monthly Investment Reports](#)

Submitted by: Tricia Jakubiak, Treasurer

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of November 19, 2020, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

#### C. [First Quarter Financial Newsletter](#)

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer, and Stuart Lam, Budget Manager

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of November 19, 2020, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

#### D. [2019 Homeland Security Grant Program](#)

Submitted by: Shane Sherwood, Division Chief and Jay Barkman, Legislative Analyst

Recommended Actions:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of November 19, 2020, with the Budget and Finance

Committee's recommendation that the Board of Directors take the following actions:

1. Approve and authorize the Fire Chief to execute any necessary agreement(s) to accept and administer the FY 2019 Homeland Security Grant Program.
2. Approve a budget adjustment to the FY 2020/21 General Fund (121) budget to increase revenues and expenditures by \$180,000 for the grant program award.

**E. 2019 Urban Areas Security Initiative Grant Program Agreement to Transfer Property or Funds**

Submitted by: Shane Sherwood, Division Chief and Jay Barkman, Legislative Analyst

Recommended Actions:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting on November 19, 2020, with the Budget and Finance Committee's recommendations that the Board of Directors:

1. Approve and authorize the Fire Chief to execute the agreement and any necessary attachments to accept and administer the Urban Area Security Initiative (UASI) Grant Program award.
2. Approve a Budget Adjustment to the FY 2020/21 General Fund (121) budget to increase revenue and expenditures by \$48,600 for the grant program award.

**3. DISCUSSION CALENDAR**

**A. Audited Financial Reports for the Fiscal Year Ended June 30, 2020**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Julie Nemes, Finance Manager/Auditor and Tammie Pickens, General Accounting Manager

Recommended Actions:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of November 19, 2020, 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.

**B. FY 2020/21 Fiscal Update & Snowball Pension Paydown Payment**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer and Stuart Lam, Budget Manager

Recommended Actions:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of November 19, 2020, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions:

1. Receive and file the FY 2020/21 Fiscal Update.
2. Direct staff to remit the FY 2020/21 budgeted Snowball pension paydown payment of \$12.4 million to OCERS prior to December 31, 2020.

**REPORTS**

No Items

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, January 13, 2021, at 12:00 noon.

**AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54954.2(a), that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting.

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Maria D. Huizar, CMC  
Clerk of the Authority

**UPCOMING MEETINGS:**

Human Resources Committee Meeting  
Executive Committee Meeting  
Board of Directors Meeting

Tuesday, November 10, 2020 at 12 noon  
Thursday, November 19, 2020, 5:30 p.m.  
Thursday, November 19, 2020, 6:00 p.m.