



ORANGE COUNTY FIRE AUTHORITY AGENDA

Budget and Finance Committee Meeting

Wednesday, April 14, 2021

12:00 Noon

Regional Fire Operations and Training Center Board Room

1 Fire Authority Road
Irvine, California 92602

Joe Muller, Chair

Tri Ta, Vice Chair

Ed Sachs • Shelley Hasselbrink • Gene Hernandez
Mark Tetterer • John O'Neill • Anthony Kuo • Troy Bourne
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
- To submit an e-comment, please email to 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 – Chair Muller

PLEDGE OF ALLEGIANCE - Director Tetterer

ROLL CALL – Clerk of the Authority

PUBLIC COMMENTS

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

1. PRESENTATION

- A. [OCFA's Pension Liability, Accelerated Pension Paydown Plan and New Contract Cities](#)

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 March 10, 2021, Regular Budget and Finance Committee Meeting](#)
Submitted by: Maria Huizar, Clerk of the Authority

The record will reflect that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

Recommended Action:
Approve as submitted.

- B. [Minutes for the March 10, 2021, Special Budget and Finance Committee Meeting](#)
Submitted by: Maria Huizar, Clerk of the Authority

The record will reflect that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

Recommended Action:
Approve as submitted.

- C. [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 April 22, 2021, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

3. DISCUSSION CALENDAR

A. Communication with Auditors for Fiscal Year 2020/21 Financial Audit

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

Recommended Action:

Receive and file the report.

B. Update on Public Works Procurement Procedures to Incorporate Best Practices

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Sara Kennedy, Purchasing Manager

Recommended Action:

Receive and file the report.

C. Review of Purchasing Ordinance and Purchasing Provisions of Roles/Responsibilities/Authorities Matrix

Submitted by: Lori Zeller, Deputy Chief and Robert Cortez, Assistant Chief/Business Services Department and Sara Kennedy, Purchasing Manager

Recommended Action:

Direct staff to place the item on the agenda for the Board of Directors meeting of April 22, 2021, with the Budget and Finance Committee's recommendation that the Board of Directors receive and file the report.

D. Quick Reaction Force (QRF) Pilot Program

Submitted by: Brian Fennessy, Fire Chief

Recommended Actions:

Direct staff to place the item on the agenda for the Board of Directors meeting of April 22, 2021, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Approve the Funding Agreement with Southern California Edison in a form substantially consistent with the attachment and approved by legal counsel to accept funding in the amount of \$7,725,000 to fund the Quick Reaction Force Pilot Program for 150-days and an additional \$1,545,000 for a 30-day program extension. Funds will cover the cost of the daily standby lease for one CH-47 Helitanker, daily standby lease for one S-76 Aerial Supervision aircraft, Air Tactical Group Supervisors, and standby lease for one mobile retardant plant to enhance the effectiveness of aerial responses to wildland fires.
2. Approve and authorize the Purchasing Manager to execute the Public Aircraft Lease and Service Agreement with Coulson Aviation (USA), Inc. in a form substantially consistent with the attachment and approved by legal counsel utilizing the sole source procurement provision in the Purchasing Ordinance for the provision of aircraft and other operational related services in an amount not to exceed \$8,710,000.

3. Approve and authorize the Purchasing Manager to enter into new Professional Services Agreements with Perimeter Solutions in a form substantially consistent with the attachment and approved by legal counsel utilizing the sole source procurement provision in the Purchasing Ordinance for the provision of a mobile fire retardant plant and related services in an amount not to exceed \$1,490,000.
4. Approve and authorize the Purchasing Manager to enter into new Professional Services Agreements with the Air Tactical Group Supervisors (ATGS) in a form substantially consistent with the attachment and approved by legal counsel at annual amounts not to exceed \$250,000 each with an aggregate program spending cap not to exceed \$720,000.
5. Approve and authorize a FY 2020/21 General Fund (121) budget adjustment to recognize funding from SCE for a revenue increase of \$9,270,000 and to increase appropriations by the same amount.
6. Approve the updated Cost Reimbursement Rate schedule to include the CH-47 Helitanker and S-76 Helitanker hourly flight rates, and mobile fire retardant plant rates to be effective June 15, 2021.
7. Adopt an exemption from the California Environmental Quality Act (CEQA) pursuant to Title 14, California Code of Regulations, Section 15301 (Existing Facilities) and direct staff to file a Notice of Exemption.

E. Fiscal Year 2019/20 Backfill/Overtime and Calendar Year 2020 Total Earnings/Compensation Analysis

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

Recommended Actions:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of April 22, 2021, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions:

1. Direct staff to continue pursuing reductions in overtime by filling permanent vacancies as quickly as possible after the positions become vacant.
2. Authorize staff to temporarily exceed the number of authorized firefighter positions on the Master Position Control to maximize the number of firefighters hired into each academy, pending attrition/promotions that occur during and following academy graduations.
3. Direct staff to continue using overtime to fill temporary vacancies rather than hiring additional personnel, recognizing this as a cost-effective practice for temporary needs.

REPORTS

No Items.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, May 12, 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 Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting.

Maria D. Huizar, CMC
Clerk of the Authority

UPCOMING MEETINGS:

Executive Committee

Thursday, April 22, 2021, 5:30 p.m.

Board of Directors

Thursday, April 22, 2021, 6:00 p.m.

Human Resources Committee

Tuesday, May 4, 2021, 12 noon