



ORANGE COUNTY FIRE AUTHORITY

AGENDA

BOARD OF DIRECTORS REGULAR MEETING AND CONCURRENT JOINT SPECIAL MEETINGS OF THE BOARD OF DIRECTORS, EXECUTIVE COMMITTEE, BUDGET & FINANCE COMMITTEE AND THE HUMAN RESOURCES COMMITTEE

Thursday, April 28, 2022
6:00 P.M.

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

Link to:
[Board of Directors Member Roster](#)

NOTICE REGARDING PUBLIC PARTICIPATION DURING COVID-19 EMERGENCY

This meeting is open to the public. In addition, there are several alternative ways to view and to make comments during the meeting, including:

Access Meeting Live (No Public Comments):

You may access the meeting live electronically at: <https://player.cloud.wowza.com/hosted/xvtncikw/player.html>.
(Note: you should use one of the other alternatives below if you want to make comments during the meeting.)

Public Comments Live via Zoom: You may also view and make real-time verbal comments during the meeting via the Zoom link below during the meeting. You will be audible during your comments, but the board members will not be able to see you. To submit a live comment using Zoom, please be prepared to use the “Raise Your Hand” feature when public comment opportunities are invited by the Chair. (You can raise your hand on your smart phone by pressing *9.) Also, members of the public must unmute themselves when prompted upon being recognized by the Chair in order to be heard. (To unmute your smartphone in Zoom, press *6.)

Public Comments via Zoom: <https://zoom.us/j/83264128588#success>

Meeting ID: 832 6412 8588

Passcode: 298121

Raise Your Hand (press *9) and Unmute (press *6)

E-Comments: Alternatively, you may email your written comments to coa@ocfa.org. E-comments will be provided to the board members upon receipt and will be part of the meeting record as long as they are received during or before the board takes action on an item. Emails related to an item that are received after the item has been acted upon by the board will not be considered.

Further instructions on how to provide comments is available at: <https://ocfa.org/PublicComments>.



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.

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 members 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>

CALL TO ORDER by Chair Steggell

INVOCATION by OCFA Chaplain Emily McColl

PLEDGE OF ALLEGIANCE by Director Lumbard

ROLL CALL by Clerk of the Authority

REPORTS

A. Report from the Budget and Finance Committee Chair

B. Report from the Fire Chief

- Third Quarter Update for 2021/22 Strategic Goals & Objectives

PUBLIC COMMENTS

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

1. PRESENTATIONS

No items.

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 Board of Directors

Submitted by: Maria D. 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 Actions:

Approve the Minutes for the March 24, 2022, Regular and Concurrent Joint Special Meeting as submitted.

B. Wildfire Awareness and Prevention Proclamation

Submitted by: Matt Olson, Director of Communications

Recommended Action:

Approve proclamation designating mid-summer through early autumn as “Wildfire Awareness and Prevention Season.”

C. Fiscal Year 2020/21 Backfill/Overtime and Calendar Year 2021 Total Earnings/Compensation Analysis

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

On April 13, 2022, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda for approval by a vote of 7-0 (Directors Bourne and Rossini absent).

Recommended Action:

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.

3. DISCUSSION ITEMS

No items.

4. PUBLIC HEARING

A. Community Risk Reduction Fee Study and Adoption of Associated Fee Schedules

Submitted by: Lori Smith, Assistant Chief/Fire Marshal/Community Risk Reduction Department, Robert C. Cortez, Assistant Chief/Business Services Department and Julie Nemes, Finance Manager/Auditor/Business Services Department

On April 13, 2022, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda for approval by a vote of 7-0 (Directors Bourne and Rossini absent).

Recommended Actions:

1. Conduct a Public Hearing.
2. Find that, in accordance with California Government Code Section 66014, the proposed fees do not exceed the cost of providing services and are only for the purpose of meeting operational expenses and are, therefore, exempt from compliance with the California Environmental Quality Act pursuant to Public Resources Code Section 21080.
3. Approve and adopt Resolution entitled A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY APPROVING CHANGES IN COMMUNITY RISK REDUCTION (FORMERLY FIRE PREVENTION) AND MISCELLANEOUS FEES approving changes in Community Risk Reduction and Miscellaneous fees and effective date.

RECESS THE REGULAR MEETING OF THE BOARD OF DIRECTORS**CALL TO ORDER THE CONCURRENT JOINT SPECIAL MEETINGS OF THE: BOARD OF DIRECTORS, EXECUTIVE COMMITTEE, BUDGET & FINANCE COMMITTEE, AND HUMAN RESOURCES COMMITTEE****A. Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings**
Submitted by: David Kendig, General CounselRecommended Actions by each legislative body:**Option #1:**

Make the following findings by majority votes of the Board of Directors, Executive Committee, Budget and Finance Committee and Human Resource Committee:

- a. A state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect; and
- b. The Board of Directors and each Committee has reconsidered the circumstances of the emergency; and
- c. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

Option #2:

Make the following findings by majority votes of the Board of Directors, Executive Committee, Budget and Finance Committee and Human Resource Committee:

- a. Although a state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect, the OCFA Board of Directors and each Committee has reconsidered the circumstances of the emergency and no longer finds a need for the legislative body to continue the use of teleconferencing for its meetings.

ADJOURN THE CONCURRENT JOINT MEETINGS AND RECONVENE TO THE REGULAR MEETING OF THE BOARD OF DIRECTORS**BOARD MEMBER COMMENTS**

RECESS TO CLOSED SESSION

The Brown Act permits legislative bodies to discuss certain matters without members of the public present. The Board of Directors find, based on advice from the General Counsel, that discussion in open session of the following matter will prejudice the position of the Authority on item listed below:

CS1. CONFERENCE WITH LABOR NEGOTIATORS pursuant to Government Code Section 54957.6

Negotiators:

Peter Brown, Liebert Cassidy Whitmore
and Stephanie Holloman, Assistant Chief/Human
Resources Director

Employee Organizations:

- Orange County Professional Firefighters Association, IAFF - Local 3631,
- Orange County Employees Association (OCEA), and
- Orange County Fire Authority Management Association (OCFAMA)

CS2. CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE PERFORMANCE EVALUATION pursuant to Government Code Section 54954.5

Position:

Fire Chief

CS3. CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION pursuant to paragraph (2) and (3) of subdivision (d) of Section 54956.9 of the Government Code:

One (1) Case

RECONVENE TO OPEN SESSION

CLOSED SESSION REPORT by General Counsel

ADJOURNMENT – The next meeting of the Orange County Fire Authority Board of Directors is scheduled for Thursday, May 26, 2022, at 6:00 p.m.

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

FUTURE BOARD AGENDA ITEMS – THREE-MONTH OUTLOOK:

- 3rd Quarter Purchasing Report
- Proposed Budget FY 2022/23
- QRF Program
- ABH Reimbursements
- Organizational Service Level Assessment Recommendations Update
- Labor Negotiations

UPCOMING MEETINGS:

Human Resources Committee	Tuesday, May 4, 2022, 12 noon
Budget & Finance Committee	Wednesday, May 11, 2022, 12 noon
Budget & Finance Committee, Special Meeting	Wednesday, May 18, 2022, 3:00 p.m.
Executive Committee	Thursday, May 26, 2022, 5:30 p.m.
Board of Directors	Thursday, May 26, 2022, 6:00 p.m.
Concurrent Joint Special Meeting of the Board of Directors and all Committees	Thursday, May 26, 2022, 6:00 p.m.

OCFA STRATEGIC GOALS – FY 2021/22- <i>Third Quarter Update</i> GOALS, OBJECTIVES & PERFORMANCE MEASURES	Responsibility Designated department lead	Performance Measures Target start date (TSD), target completion date (TCD), and completion benchmark (CB)
<p>OCFA's Strategic Goals & Objectives function in a waterfall manner, with overarching goals at the top (Fire Chief) flowing down through the Departments, Sections, and ultimately to individual managers/employees. As our goals flow through the organization, they increase in volume, build momentum, become more detailed in definition, gain sequencing as incremental tasks, and are all the more measurable and quantifiable.</p> <ul style="list-style-type: none"> ➤ At the highest level, OCFA's Strategic Goals are small in number, broad in scope, designed with a long-term outlook, and relatively static to keep the organization perpetually focused on fulfilling our overarching mission. Strategic Goals are guided by the Fire Chief. ➤ Strategic goals are further supported by Departmental Objectives which provide greater definition, are designed for annual measurement, and bolster forward progress towards the Strategic Goals. Departmental Objectives are guided by Executive Management/department heads. <p>OCFA's annual goals, objectives, and performance measures guide our priorities and efforts throughout the year to ensure progress on intentional organizational goals.</p>		
OCFA's FY 2021/22 Strategic Goals, led by Fire Chief Brian Fennessy:		
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>		
2. <u>Our People</u> <i>Goal #2: Promote a highly skilled, accountable, and resilient workforce that is united in our common mission.</i>		
3. <u>Our Technology</u> <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>		

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

OCFA STRATEGIC GOALS – FY 2021/22- <i>Third Quarter Update</i> GOALS, OBJECTIVES & PERFORMANCE MEASURES	Responsibility Designated department lead	Performance Measures Target start date (TSD), target completion date (TCD), and completion benchmark (CB)	
OCFA’s FY 2021/22 Departmental Objectives, led by Executive Management:			
1. Our Service Delivery <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. Explore service delivery improvements that can (1) result from implementation of new technologies or public-private partnerships, (2) improve efficiencies, and (3) assist to keep costs down. Service improvements initiated so far this year include: (1) Quick Reaction Force (QRF) services in collaboration with Southern California Edison and Coulson Aviation (USA), Inc., to enhance regional aerial wildland fire response; and (2) the third year of the Fire Integrated Real-time Intelligence System (FIRIS) 2.0 Program, which is designed to enhance regional wildfire situational awareness for first responders during the wildfire season. These programs increase our air operations response capabilities and create a new source of intelligence related to fire behavior.	Deputy Chief Emergency Operations	TSD: TCD: CB:	7/1/21 6/30/22 OCFA pursues at least one new element of service delivery improvement or service efficiency.
b. Perform strategic planning for the OCFA JPA 2030 renewal, including exploration of long-term solutions to address costing matters relative to cash contract cities. An Ad Hoc Committee for studying cash contract charge provisions met monthly and completed its work during 2021. The Committee determined that managing the pace at which overall OCFA expenses increase is the most appropriate way to manage costs for the cash contract cities. Further, they determined that focus should remain on salary and benefit costs, with that category of expenses representing over 90% of OCFA’s budget. This Committee did not recommend provisions for consideration in the next JPA renewal. Separate from the Ad Hoc Committee deliberations, Board discussions relative to the Fullerton Fire Services proposal resulted in a request to evaluate options in which a pro-rata contribution towards OCFA regional	Deputy Chief Administration & Support	TSD: TCD: CB:	7/1/21 6/30/22 Options are identified and research is initiated for potential inclusion in our future JPA, with a goal to complete a renewed JPA well in advance of the 6/30/28 member agency noticing timeline.

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<p>assets could be funded by cash contract cities through a future JPA amendment.</p> <p>Staff has begun developing a draft plan (or project charter) to outline a potential process for strategic planning relative to an OCFA JPA renewal or JPA amendment. Once drafted, concepts for the project will be reviewed with the Board Chair.</p>			
<p>c. Make responsible decisions internally and guide Board policy actions to move OCFA closer during this fiscal year to achieving pension and retiree medical funding goals, which in turn will improve long-term sustainability of services.</p> <p>OCERS' Actuarial Study (adopted in June 2021) demonstrated that OCFA's pension plan had achieved 87.7% funding, which exceeded our target goal of 85%. Therefore, the \$14.3M in budgeted "snowball" funds for FY 2021/22 were redirected to OCFA's Retiree Medical liability via payment to the Retiree Medical Trust Fund on December 23, 2021. An additional \$500,000 will also be deposited in the PARS 115 Trust (per Irvine Settlement Agreement) on April 21, 2022.</p>	<p>Business Services</p>	<p>TSD: TCD: CB:</p>	<p>6/26/13 12/31/22 OCFA's pension plan achieves an 85% funding level, accelerated funds redirect to Retiree Medical, and OCFA's financial forecast is balanced with CIP funds.</p>
<p>d. Pursue OCFA priorities through the board-adopted legislative platform and grant funding opportunities.</p> <p>The legislative platform remains in effect during the second year of the two-year legislative cycle. Bills are under review for possible positions to be adopted.</p> <p>The 2022 Grant Priorities was finalized in the second quarter and was presented to the Budget and Finance Committee and approved by the Board of Directors in January 2022. Grant opportunities for identified projects are under review.</p>	<p>Business Services</p>	<p>TSD: TCD: CB:</p>	<p>7/1/21 6/30/22 Grant and legislative opportunities are pursued in alignment with OCFA priorities, and the Board is kept apprised of activity and outcomes.</p>

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<p>e. Continue implementation of no-cost recommendations identified in the Citygate Service Level Assessments. For recommendations with cost impacts, assess financial feasibility, timing, and priority for scheduling future consideration by the Board of Directors.</p> <p>A status report was provided to the Board of Directors on November 18, 2021 demonstrating progress and percentage of recommendations completed to-date for each of the six prior Service Level Assessments (SLAs) completed by Citygate. The next update will be provided to the Budget and Finance Committee and Board of Directors at the May meetings.</p> <p>In addition, final reports were submitted to the Board in November for the last two SLAs completed by Citygate, covering the Business Services Department and the Community Risk Reduction Department.</p>	Deputy Chiefs	TSD: TCD: CB:	7/1/21 6/30/22 At least 75% of the no-cost recommendations are implemented by the end of FY 21/22.
<p>f. Evaluate options for OCFA's future provision of Air Operations services, in light of the two older helicopters being grounded.</p> <p>An initial report was submitted to the Budget & Finance Committee (B&FC) on November 10, 2021 to begin seeking input for developing a proposed vetting/review process relative to future Air Operations assets. Additional development of the review plan occurred with the B&FC at its meetings in January and March, 2022, resulting in Board approval of an OCFA Air Asset Replacement Review Plan on March 24, 2022.</p> <p>The B&FC will now begin working through the steps identified in the Review Plan with staff, beginning with an Air Asset Orientation to be held at Fire Station #41 on May 18, 2022.</p>	Deputy Chief Emergency Operations	TSD: TCD: CB:	7/1/21 6/30/22 Board direction is provided following discussion of the independent Air Operations analysis for additional follow-up and actions by staff.
2. <u>Our People</u> <i>Goal #2: Promote a highly skilled, accountable, and resilient workforce that is united in our common mission.</i>			
<p>a. Take action to foster career progression, encourage professional development, and develop future leaders within OCFA.</p>	Deputy Chiefs	TSD: TCD: CB:	7/1/21 6/30/22

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<p>Training classes, conferences, and learning opportunities offered to personnel so far this year, (and in the upcoming months) include:</p> <ul style="list-style-type: none"> • All American Leadership • Fireground Survival • Fire Service Executive Development Institute • Fire Rescue International • Women in Fire Annual Conference • CalPELRA • First Responder Wellness – PTSD & Suicide in Public Safety • California Society of Municipal Finance Officers • Cal Chiefs Annual Conference • League of Cities Conference • OC Fire Chiefs Monthly Meetings • Career Survival Leadership Class • Emergency Operations Center Training/Mentorship • Liebert Cassidy Whitmore HR & Supervision Classes/Webinars • Gordon Graham, The New Supervisor Seminar • Move-up Fire App. Engineer & Fire Captain (succession planning) • Public Safety Peer Support • Women on Fire Leadership Symposium 			<p>A variety of personnel identified by Executive Management attend a variety of development opportunities over the course of the FY.</p>
<p>b. Implement actions to Increase the diversity of OCFA’s workforce and to improve the OCFA’s inclusive environment, including a focus on cultural growth, consistent messaging, and facility accommodations.</p> <p>The Diversity and Inclusion Coordinator presented an Internal Assessment to the Human Resources Committee in November 2021 for their comments and input.</p> <p>OCFA celebrated Black History Month in February, and Women’s History Month in March, through several feature stories posted on OCFA social media to recognize trailblazers within OCFA’s workforce on both fronts. In addition, on March 8th in recognition of International Women’s Day, Chief</p>	Deputy Chiefs	TSD: TCD: CB:	<p>7/1/21 6/30/22 Training, messaging, and actions emphasize the importance of a diverse and inclusive workforce.</p>

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<p>Fennessy issued an open letter to internal and external communities to underscore OCFA’s commitment to supporting and empowering women in the fire service.</p> <p>For Women’s History Month alone, our Corporate Communications team created and published a total of six social media posts, which is an all-time high and a 500% increase in Women’s History Month content year-over-year. Further, with a combined audience of more than a quarter of a million social media users, these six posts eclipsed last year’s Women’s History Month social media reach by 326% in unique impressions (from 49,971 to 212,833) and 674% (from 2,375 to 18,391) in total engagements. These are also all-time highs for any social media campaign focused on historically underrepresented communities in the history of the OCFA.</p> <p>Also in March, OCFA utilized the services of an external-independent provider for issuance of a Diversity, Equity, and Inclusion (DEI) climate survey which will inform a strategic plan on DEI efforts for the future. The survey was facilitated externally in a manner which protects the anonymity of our employees, to foster ability for candid responses. Once the data compilation is provided back to OCFA, and analytics are completed, a workgroup will be used to further develop DEI initiatives for OCFA.</p> <p>And finally, on May 14-15, 2022, OCFA will host its third annual Girls Empowerment Camp (GEC). The GEC is a free two-day camp (open to teens ages 14-18) that introduces them to the fire service. As indicated by the title “Girls” Empowerment Camp, we seek to attract females into the fire service by increasing their awareness of firefighting as a career option at a young age. And while the overwhelming majority of GEC’s participants are female (approximately 97% at our last in-person event in 2019), due to the Unruh Civil Rights Act for public accommodations, we may not exclude teens who identify as male.</p> <p><u>Inclusive Facility Renovations:</u> In November 2021, OCFA completed inclusive facility restroom renovations at Fire Station 51, 58, and 64 providing a dedicated space for females use of</p>			

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<p>facilities. In January 2022, OCFA completed the inclusive facility restroom renovations of Fire Station 13. February 18th marked the completion of the inclusive facility renovation at Fire Station 8. May 2022 will mark the completion of the dorm privacy renovation at Fire Station 53, as well as the inclusive facility restroom renovations at Fire Station 2, 32, and 53. The inclusive facility restroom renovation at Fire Station 42 is currently out for bid with an anticipated award by June 2022. In addition, contracts are anticipated for award for Fire Stations 14 and 16 inclusive facility restroom renovations in June 2022. Fire Station 4 will begin architectural design July 2022.</p>			
<p>c. Pursue State Fire Training Accreditation for OCFA’s Firefighter Academy as the next phase of work to ensure that the Academy’s course content and associated testing remains correlated with Firefighter job performance requirements.</p> <p>OCFA completed the final, on-site, assessment with the State Fire Training representatives and on January 14, 2022, received approval to host an Accredited Local Academy (ALA).</p> <p>A report was provided to the Human Resources Committee at the meeting of February 1, 2022, presenting the myriad of benefits and the staffing associated with the transition to, and maintenance of, an ALA format. Additional fiscal implementation needs will be requested with the FY 2022/23 Proposed Budget to enable completion of this transition.</p> <p>Although Accreditation has already been achieved, OCFA anticipates hosting the first formally Accredited Academy in August of 2022.</p>	<p>EMS/Ops Training</p>	<p>TSD: TCD: CB:</p>	<p>7/1/21 6/30/22 Accreditation is achieved and processes are implemented for both academies during the FY.</p>
<p>d. Develop policies to keep OCFA proactive with classification and compensation issues.</p> <p>The Human Resources Department assigned a Senior Human Resources Analyst to lead the development of a Class & Comp Program for the OCFA. The Department will issue a request for bids to our panel of Classification</p>	<p>Human Resources</p>	<p>TSD: TCD: CB:</p>	<p>7/1/21 6/30/22 Guiding policy initiatives are developed and shared in connection with pending decisions relative to classification and compensation.</p>

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<p>and Compensation consultants to provide Subject Matter Expertise in the development of Class & Comp standards, forms, and policies. It is expected that this project will begin in the second quarter of calendar year 2022 after a consultant is selected.</p>			
<p>e. Develop and share consistent organization and public safety information, media coverage, and Board decisions with the workforce, Directors, and city/county members to create well-informed ambassadors for the organization, and targeted in a manner to improve morale.</p> <p>OCFA's Corporate Communications personnel and Public Information Officers seek opportunities to share information of interest with our workforce and the citizens we serve. We not only encourage all Directors and City Managers to follow our Social Media channels, but also provide them with monthly updates that include broad analytics and an insight on specific posts that garnered high levels of interest.</p> <p>OCFA has demonstrated consistent increases in its social media statistics.</p> <p>In February of 2022, Matt Olson, our new Director of Communications was appointed, and since his arrival, the section has enhanced its services in a variety of ways, including: the creation of an ongoing diversity and inclusion social media campaign that celebrates each of the federally-designated history months for historically underrepresented communities; the reinstatement and rejuvenation of the Ask the Chief video series in which each show will be shot at a fire station that went "above and beyond" on a recent call; a regular and more direct line of communication with all employees, including an open letter from the Fire Chief on the two-year anniversary of COVID-19 and on International Women's Day; a proposal and now Executive Management-approved Supplemental Budget Request and position description for a new Multimedia Specialist; and the enhancement of the Chief's Monthly Bulletin with a more interactive format that will be further distributed to all personnel.</p>	<p>Communications</p>	<p>TSD: TCD: CB:</p>	<p>7/1/21 6/30/22 Standard communication tools are developed, implemented, and issued with routine frequency.</p>

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In the coming year, Director Olson will continue to elevate, enhance, and innovate communication strategies that align with our mission and keep the Board and the constituents they serve informed and inspired.			
3. <u>Our Technology</u> <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. Continue the development of the Community Risk Reduction records management system; known as ORION. This replaces the obsolete Integrated Fire Prevention (IFP) system. The new system will support daily workload, reporting, quality control, billing functions and customer online interaction for Planning and Development, Prevention Field Services, and Wildland Pre Fire Management, thereby improving efficiencies and enhancing quality of service. The project is on schedule at 55% complete and 46% budget expended as of April 1, 2022. The January 1, 2023 kick off date may be delayed to July 1, 2023 to accommodate testing and training.	Logistics & Community Risk Reduction	TSD: TCD: CB:	7/1/21 12/31/22 Development of the system is completed, tested, and ready to go-live by the end of the calendar year 2022.
b. Complete a needs assessment, identify the best technology, and develop the scope for making comprehensive upgrades to the EMS System. The contractor has been selected and the initial kickoff meeting was completed during the Second Quarter. The resurgence of COVID initially caused delays in the meeting schedule. However, with the subsidence of COVID, the contractor is now meeting weekly with OCFA staff to complete the discovery phase of the project.	Logistics & EMS/Ops Training	TSD: TCD: CB:	7/1/21 6/30/22 Consultant completes the needs assessment and IT/EMS jointly prepare the project scope in preparation for development during the next fiscal year.
c. Implement the scope and plans developed during FY 2020/21 for targeted cyber-security upgrades, physical-security upgrades, and continuity of operations (data center colocation facility, backup dispatch center, and data center fire protection upgrade).	Logistics	TSD: TCD: CB:	7/1/21 6/30/22 Implementation is substantially complete for all three of these important upgrade projects.

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

OCFA STRATEGIC GOALS – FY 2021/22- <i>Third Quarter Update</i> GOALS, OBJECTIVES & PERFORMANCE MEASURES	Responsibility Designated department lead	Performance Measures Target start date (TSD), target completion date (TCD), and completion benchmark (CB)	
<p>Implementation has been initiated, or is substantially completed, with the following projects:</p> <ul style="list-style-type: none"> • Cyber-security – Physical Access to IT systems 50 complete; Network access/privileges and software precautions 100% complete; 2-factor login authentication in testing 75% complete; server and firewall software patching 90% complete • Physical Security Upgrades – Control Access System and surveillance camera upgrades design/engineering complete; bid/award and full implementation in CY 2022, 35% complete; Updated RFOTC Security vulnerabilities assessment by OCIAC Nov. 2021, 100% complete. Enhanced Security Guard Services contract award deferred pending a Security Ad Hoc Committee review / recommendations of the physical security recommended by OCIAC and security guard services for the RFOTC. • Data Center colocation facility – 20% complete. Location identified (US&R Warehouse). Feasibility study complete, report delivered to Exec Mgmt. 11March2022. Phase two, pre-construction services in-process. Next steps – BOD approval to proceed with construction phase. Alternate dispatch location at FS43 with Dispatch trailer; VESTA modified to extend calls to trailer at FS43, Power and data connections added in Apparatus bay to support live CAD/9-1-1 dispatching. - 90% implemented. Live testing of 911 calls and dispatch complete; Upgrading PCs in existing communications trailer. • Data Center Fire Protection Upgrade –30% complete. Design phase completed; bid award and construction next phase expected to start in May 2022. 			

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 Concurrent Joint Special Meetings
Thursday, March 24, 2022
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 March 24, 2022, at 6:00 p.m. by Chair Steggell.

INVOCATION

The invocation was led by Senior Chaplain Dave Keehn.

PLEDGE OF ALLEGIANCE

Director Hertz-Mallari led the Assembly in the Pledge of Allegiance to the Flag.

ROLL CALL

Michele Steggell, La Palma, Chair
Lisa Bartlett, County of Orange
Ross Chun, Aliso Viejo*
Shelley Hasselbrink, Los Alamitos*
Anne Hertz-Mallari, Cypress
Jessie Lopez, Santa Ana*
John R. O'Neill, Garden Grove
Vince Rossini, Villa Park
Don Sedgwick, Laguna Hills
Tri Ta, Westminster*
Richard Viczorek, Dana Point*
Kathy Ward, San Clemente

Anthony Kuo, Irvine, Vice Chair
Troy Bourne, San Juan Capistrano*
Carol Gamble, Rancho Santa Margarita*
Noel Hatch, Laguna Woods*
Joe Kalmick, Seal Beach
Austin Lombard, Tustin*
Sunny Park, Buena Park*
Ed Sachs, Mission Viejo*
Dave Shawver, Stanton
Mark Tettemer, Lake Forest
Donald P. Wagner, County of Orange*

Absent Gene Hernandez, Yorba Linda

Sandy Rains, Laguna Niguel

Also present were:

Fire Chief Brian Fennessy
Deputy Chief Kenny Dossey
Assistant Chief Robert Cortez
Assistant Chief Stephanie Holloman
Assistant Chief TJ McGovern
Director of Communications Matt Olson

Deputy Chief Lori Zeller
Assistant Chief Randy Black
Assistant Chief Jim Ruane
Assistant Chief Lori Smith
General Counsel David Kendig
Clerk of the Authority Maria D. Huizar

**Those members attending via Teleconferencing.*

REPORTS

A. Report from the Budget and Finance Committee Vice Chair (FILE 11.12)

Budget and Finance Chair Tri Ta reported at its March 9, 2022, Budget and Finance Committee meeting, the Committee reviewed the Monthly Investment Reports, and forwarded it to the Executive Committee to receive and file the reports as presented. Additionally, the Committee reviewed the FY 2021/22 Mid-Year Budget Adjustment and the OCFA Aircraft Replacement Review Process; forwarding both items to the Board of Directors with the recommendation to approve the recommended actions.

B. Report from the Fire Chief (FILE 11.14)

Fire Chief Brian Fennessy noted it has been two years since the onset of the COVID-19 Pandemic. He acknowledged the support of the Board as OCFA carried forward during the challenges COVID presented. He reviewed the promotions and academies recently celebrated by OCFA firefighters, noting how a retired fire captain continued a legacy presenting his graduating son with his Captain bugles. Fire Chief Fennessy also acknowledged the recent retirement of Assistant Chief Phil Johnson, and introduced newly appointed Assistant Chief of Operations TJ McGovern who addressed the Board.

PUBLIC COMMENTS (FILE 11.11)

Patricia Hanzo emailed public comments regarding inequality within the hiring of firefighters to the Board directly to their respective cities.

Lindsey Lefebvre emailed for distribution to the Board public comments regarding Women's History Month.

Todd Baldridge, President of Firefighters Local 3631, thanked Supervisor Wagner who supported a County Board of Supervisors Resolution to dedicate 10 acres of public cemetery land to public safety officers; both law enforcement and firefighters for their service in Orange County.

Dawn Huber, call in public comment, addressed concerns of harassment and lack of diversity of women within the OCFA.

Kris Larsen, call in public comment, a member of the Equity on Fire Group, addressed the lack of women within OCFA firefighters.

Ann resident of Anaheim, with phone number ending in 6036, addressed the number of women serving as firefighters in the OCFA.

Resident with phone number ending 7575, addressed women's rights in the fire profession.

Dena Chavez, retired fire captain, addressed Desiree Horton's dismissal.

Corey Johnson, Huntington Beach resident, expressed concern with diversity and inclusion of women within the OCFA.

Robert Hawkins, Los Angeles city fire captain, addressed findings of internal surveys and accountability within OCFA.

Resident with phone number ending in 0064, addressed black diversity within the OCFA.

Shannon Muller, retired fire captain, addressed fair treatment for women within the fire departments.

Resident with the phone number ending in 4415, addressed the need to reinstate Desiree Horton.

1. PRESENTATIONS

A. Recognition of former Chair Shawver (FILE 11.9)

Chair Steggell with Fire Chief Fennessy recognized former Chair Shawver and presented him with an inscribed plaque honoring his service as Chair in 2021. Chair Shawver thanked the OCFA Board, Fire Chief Fennessy, and staff for their support during his tenure.

B. Cancer Awareness (FILE 18.10L)

Assistant Chief Randy Black introduced Public Relations Manager Sophia Champieux who presented a video presentation regarding cancer awareness.

2. CONSENT CALENDAR

On motion of Director Shawver and second by Director Tettemer, and following a roll call vote, approved 23-0 Agenda Items No. 2A- 2D (Directors Hernandez and Rains absent).

A. Minutes for the Board of Directors (FILE 11.06)

Action: Approve the Minutes for the February 24, 2022, Regular and Concurrent Joint Special Meeting as submitted.

B. FY 2021/22 Mid-Year Budget Adjustment (FILE 15.04)

Action: Authorize the proposed mid-year budget adjustments and transfers as detailed in this report and attachments.

C. Drowning Prevention Awareness Proclamation (FILE 11.09A)

Action: Approve proclamation designating May and continued through August as Drowning Prevention Awareness.

D. OCFA Aircraft Replacement Review Process (FILE 18.9)

Action: Approve the proposed “*OCFA Aircraft Replacement Review Process*”.

3. DISCUSSION ITEMS

A. Revised Rules of Procedure to Add Standing Committees (FILE 11.03)

Deputy Chief Lori Zeller presented the Revised Rules of Procedure to Add Standing Committees.

On motion of Director Shawver and second by Vice Chair Kuo, and following a roll call vote, approved 18-5 (Directors Bartlett, Hasselbrink, Sachs, Sedgwick, and Ward opposed, Directors Hernandez and Rains absent) to:

1. Authorize the establishment of an Operations Committee and a Legislative & Public Affairs Committee as additional standing committees to serve in an advisory capacity to staff and the Board of Directors.
2. Approve the submitted proposed Committee Protocols.
3. Approve the proposed Resolution to amend the Board Rules of Procedure to reflect the additional standing committees.

RECESSED THE REGULAR MEETING OF THE BOARD OF DIRECTORS

CALLED TO ORDER THE CONCURRENT JOINT SPECIAL MEETINGS OF THE: BOARD OF DIRECTORS, EXECUTIVE COMMITTEE, BUDGET & FINANCE COMMITTEE, AND HUMAN RESOURCES COMMITTEE AT 7:19 P.M.

A. Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings (FILE 11.03)

General Counsel David Kendig presented the Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings.

On motion of Director Ward and second by Director Kalmick, and following a roll call vote, approved 18-5 (Directors Bourne, Hertz-Mallari, Kuo, Tettemer, and Steggall opposed, Directors Hernandez and Rains absent) to make the following findings:

- a. A state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect; and
- b. The Board of Directors and each Committees has reconsidered the circumstances of the emergency; and
- c. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

ADJOURNED THE CONCURRENT JOINT MEETINGS AND RECONVENED TO THE REGULAR MEETING OF THE BOARD OF DIRECTORS AT 7:26 P.M.

BOARD MEMBER COMMENTS (FILE 11.13)

Director O'Neill spoke in favor of the two additional standing committees approved by the Board. He congratulated newly appointed TJ McGovern as the Assistant Chief of Operations.

Vice Chair Kuo stated he appreciated the Cancer Awareness presentation, he thanked Chief Fennessy and staff for the Board Orientation, and thanked the Board Members who also attended.

Director Shawver announced a rally in the city of Stanton, to support the country of Ukraine.

Director Chun thanked staff for the Board Member Orientation, and additionally thanked Captain Bergman and the firefighters of Fire Station 22 for a recent ride-along.

Director Lumbard thanked Captain Hawkins and the firefighters at Fire Station 21 for his recent ride-along.

Chair Steggell thanked Fire Division Chief Mike Petro for his exceptional service to the cities of Buena Park, La Palma, Cypress, and Stanton as he retires from OCFA. She also thanked Division Chief Petro and the firefighters of Fire Station 61 for a recent ride-along.

RECESSED TO CLOSED SESSION AT 7:34 P.M. (FILE 11.15)

CS1. CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code Section 54957.6

Chief Negotiator:

Employee Organizations:

Peter Brown, Liebert Cassidy Whitmore

- Orange County Professional Firefighters Association, IAFF - Local 3631,
- Orange County Employees Association (OCEA), and
- Orange County Fire Authority Management Association (OCFAMA)

CS2. CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION pursuant to paragraph (2) and (3) of subdivision (d) of Section 54956.9 of the Government Code: One (1) Case

RECONVENED TO OPEN SESSION AT 9:10 P.M. WITH SAME MEMBERS PRESENT

CLOSED SESSION REPORT (FILE 11.15)

General Counsel David Kendig stated the Board gave its labor negotiator direction, other than that there was no reportable action.

ADJOURNMENT – Chair Steggell adjourned the meeting at 9:11 p.m. The next meeting of the Orange County Fire Authority Board of Directors will be a Special Joint Concurrent Meeting of the Board and all Committees scheduled for Thursday, April 14, 2022, at 6:00 p.m.

Maria D. Huizar, CMC
Clerk of the Authority



Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
April 28, 2022

Agenda Item No. 2B
Consent Calendar

Wildfire Awareness and Prevention Proclamation

Contact(s) for Further Information

Matt Olson, Director
Corporate Communication Department

MattOlson@ocfa.org

714.573.6028

Summary

Annually, the Orange County Fire Authority (OCFA) proclaims mid-summer through early autumn as "Wildfire Awareness and Prevention Season."

Prior Board/Committee Action

Not applicable.

RECOMMENDED ACTION(S)

Approve proclamation designating mid-summer through early autumn as "Wildfire Awareness and Prevention Season."

Impact to Cities/County

Not Applicable.

Fiscal Impact

There is no fiscal impact associated with this action.

Background

Persistent drought, warmer temperatures, and more severe winds have compounded threatening and devastating wildfire realities in California. OCFA's goal is to help prevent wildfires and mitigate the threat they pose to Orange County by working collaboratively with our communities to raise awareness through public education, emergency planning tools, and pre-emptive wildfire prevention strategies. Throughout this Wildfire Awareness and Prevention Season, the OCFA will be widely sharing such information, empowering its communities to play an integral role in preventing wildfires.

Attachment(s)

Proposed Proclamation

WILDFIRE AWARENESS AND PREVENTION PROCLAMATION

WHEREAS, in the last five years, California has experienced 8 of the most destructive wildfires and 5 of the deadliest wildfires in the state's history. In 2020, wildfires burned more than 4,304,000 acres, destroyed over 11,000 structures and tragically claimed 33 lives; and

WHEREAS, climate change has created a new wildfire reality in California. Persistent drought, warmer temperatures and more severe winds have created conditions that will lead to more frequent and catastrophic fires. To meet this challenge, California must adopt an all-of-the-above approach to protecting public safety and maintaining the health of our forests; and

WHEREAS, eleven million people – approximately a quarter of the state's population – live in high fire risk areas, including the Wildland-Urban Interface. Public education and up-to-date regional emergency planning will be key to making our communities more resilient to the impacts of wildfire and other extreme weather events. Orange County residents can learn about Ready, Set, Go! to prepare for wildfire season and help prevent loss of life and property at www.OCFA.org/RSG; and

WHEREAS, we must also recognize that a robust wildfire response by firefighters alone cannot protect us, and every citizen has a key role in preventing destructive wildfires from occurring.

NOW, THEREFORE BE IT RESOLVED, that the Orange County Fire Authority Board of Directors does hereby proclaim the height of wildfire season beginning in mid-summer and running through early autumn as "Wildfire Awareness and Prevention Season" and encourages everyone to do their part to raise public awareness, take steps to protect our homes and businesses, and to prevent sparking a wildfire. One less spark means one less wildfire.



Orange County Fire Authority
AGENDA STAFF REPORT

Board of Directors Meeting
April 28, 2022

Agenda Item No. 2C
Consent Calendar

**Fiscal Year 2020/21 Backfill/Overtime and Calendar Year 2021 Total
Earnings/Compensation Analysis**

Contact(s) for Further Information

Robert C. Cortez, Assistant Chief robertcortez@ocfa.org 714.573.6012
Business Services Department

Julie Nemes, Finance Division Manager/Auditor julienemes@ocfa.org 714.573.6304
Business Services Department

Summary

This annual agenda item is submitted to provide an overview and analysis of the Fiscal Year 2020/21 backfill and overtime earnings along with employee total compensation for Calendar Year 2021, and to reaffirm current direction regarding filling permanent and temporary vacancies.

Prior Board/Committee Action

On April 13, 2022, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda for approval by a vote of 7-0 (Directors Bourne and Rossini absent).

RECOMMENDED ACTION(S)

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.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Backfill/overtime costs are included in the annual budget.

Background

See extended background.

Attachment(s)

1. 2021 Average Overtime Shifts Compared to 2020 (Safety/Firefighter Ranks)
2. 2021 Average Overtime Shifts Compared to 2020 (Non-Safety/Dispatchers)
3. Frequently Asked Questions & Responses
4. Fiscal Year 2020/21 Backfill/Overtime & Calendar Year 2021 Total Earnings/Compensation Analysis (PowerPoint Slides)

Background

The OCFA's General Fund budget (excluding Fund 12110 – CIP) consists primarily of labor costs, with approximately 89.3% of final Fiscal Year (FY) 2020/21 expenditures allocated to salaries and employee benefits. For FY 2020/21, final backfill/overtime expenditures were \$70,180,075 or 16.4% of total salary and employee benefit costs. This percentage has trended down slightly for the past two fiscal years, from 17.0% in FY 2019/20 and 17.5% in FY 2018/19. The primary factors driving OCFA's backfill/overtime costs are:

- OCFA's Constant Staffing Policy - \$50.0M
- Major Emergency Incident Response - \$12.3M
- Training Requirements - \$3.8M
- Discretionary - \$4.1M

Backfill and overtime costs can either be non-discretionary or discretionary, as explained in the following paragraphs.

Constant Staffing Backfill/Overtime (Non-Discretionary)

The OCFA maintains constant staffing levels, which means that every day, all authorized Operations post-positions are staffed. Constant staffing enables delivery of emergency services 24-hours per day, 7-days per week. A post-position is a seat on a fire or Emergency Medical Services (EMS) response unit (including engines, trucks, and paramedic vehicles) that must be filled to meet the staffing requirements of that unit.

- Backfill occurs when there is a vacancy in a position that requires constant staffing and another employee works overtime to fill the vacancy. Examples include:
 - Positions temporarily vacant, due to personnel on leave (sick, vacation, jury duty, military leave, bereavement, workers' compensation, etc.)
 - Positions temporarily vacant due to COVID-19 protocols (sick, exposure, etc.)
 - Positions vacant as a result of retirements, promotions, or the addition of new positions to staff a new station or convert Basic Life Support engines to Advance Life Support engines, pending recruitments to fill the positions
 - Positions temporarily vacant, due to personnel responding to major in/out-of-county emergency incidents
- Overtime is used for work performed above and beyond the constant staffing requirements. Examples include strike teams, overhead assignments, or emergency incidents, either in- or out-of-county, and mandatory training classes that occur on a day other than the employee's regularly assigned shift.

Major Emergency Incident Response (Non-Discretionary)

Another form of non-discretionary overtime incurred by OCFA is for major emergency incident response. OCFA responds to emergency incidents at the request of surrounding fire agencies (Mutual Aid), California Department of Forestry (CAL FIRE), Cleveland National Forest Service (CNF), and the California Office of Emergency Services (Cal OES). Backfill/overtime costs for responding to major emergency incidents in FY 2020/21 totaled \$12.3 million and represented approximately 17.5% of total backfill/overtime expenditures. Historically, 75-100% of emergency related incident response costs are reimbursed.

For FY 2020/21, the total claims submitted for emergency incident costs were \$20.8M, which includes personnel time (both regular and overtime), equipment, services, and supplies. Out of 137

Assistance by Hire (ABH) claims, OCFA has received reimbursement on 134 claims at a reimbursement rate of 100%, amounting to \$17.4M. For FEMA Federal Management Assistance Grant (FMAG) claims, FEMA will reimburse up to 75% of the amount claimed. Out of three FMAG claims, OCFA has received reimbursement on two claims at a rate of approximately 74%, amounting to \$830K. The Silverado Fire FMAG claim, for which OCFA submitted \$1.9M, is currently outstanding.

Starting in March 2020, OCFA was impacted by the COVID-19 pandemic and incurred significant non-discretionary overtime for the COVID-19 response, which is included in the major emergency incident response figure referenced above. For FY 2020/21, OCFA submitted an overtime reimbursement claim of approximately \$150K to the Federal Emergency Management Agency (FEMA) for the COVID-19 incident response, which is currently under review by FEMA. An additional reimbursement claim of approximately \$100K has yet to be submitted. In addition, for FY 2020/21, an overtime reimbursement claim of \$1.2M was submitted to the County of Orange for Operation Independence (Orange County Health Care Agency Vaccine POD assistance).

Backfill/Overtime costs for constant staffing and major emergency incident response are considered non-discretionary and represent 88.8% of FY 2020/21 Backfill/Overtime costs.

Training Requirements (Discretionary & Non-Discretionary)

OCFA incurs additional backfill/overtime costs related to various training requirements for suppression personnel. Examples include mandatory training requirements for federal, state, and local programs including Urban Search and Rescue (US&R), Airport Rescue Firefighting (ARFF), Weapons of Mass Destruction (WMD), and Incident Command (IC). Additionally, the OCFA historically incurs overtime and backfill costs to provide training academies for new and/or promoted dispatchers, firefighters, engineers, captains, battalion chiefs, and reserve firefighters. Backfill/overtime costs as a result of training activities in FY 2020/21 totaled \$3.8 million and represented 5.5% of the total backfill/overtime expenditures.

Backfill/Overtime/Discretionary

For FY 2020/21, total discretionary backfill/overtime was \$4.1 million or 5.8% and is attributable to the following:

- Employees staffing special events, participating on project teams, and Fire Explorer Program activities
- Information systems including the Geographic Information System (GIS), automotive, communications services, and fire prevention personnel requested to work outside their normal work schedule

Regular vs. Overtime Analysis

Similar to prior years, backfill/overtime continues to be approximately 28% more cost effective than hiring a full-time benefited employee for filling temporary vacancies such as those that occur when employees are off on sick-leave or when employees are responding to out-of-county incidents. That said, it is **not** OCFA's intent to use overtime as a cost-savings measure when positions are vacant due to retirements/promotions. Instead, OCFA seeks to fill those vacant positions as quickly as possible through new recruit academies and promotional academies. For CY 2021, the estimated cost savings to OCFA by using overtime rather than full-time employees to fill vacancies was \$23 million.

Filling Vacant Positions

To help reduce the number of vacancies that are open pending hiring and promotions, OCFA has conducted, and plans to conduct, the following academies:

Academies in FY 2021/22

1 Firefighter Academy
2 Firefighter/Paramedic Academies
2 Fire Apparatus Engineer Academies
2 Fire Captain Academies
1 Battalion Chief Academy

Academies planned for FY 2022/23

2 Firefighter Academies
1 Fire Apparatus Engineer Academy
1 Fire Captain Academy
1 Battalion Chief Academy

We have reached nearly full staffing at the firefighter rank immediately following Firefighter Academy 51 and 52's graduations. We recently completed Firefighter Academy 53 in December 2021 and have upcoming Firefighter/Paramedic Academies 54 and 55 which begin in March and May 2022, respectively. Firefighter vacancies have continued to accumulate quickly as we promote firefighters into the engineer and captain ranks, and also experience retirement activity among all ranks. As a result, staff is seeking continued and ongoing Board authorization for the hiring of approximately 50 firefighters per academy for all academies, due to attrition/promotions that will occur during and following academy graduations. This may result in total firefighter positions temporarily exceeding total permanent authorized firefighter positions pending promotions and retirements/other separations. This practice was first authorized by the Board of Directors in FY 2017/18, and it is the key factor which enabled OCFA to match the pace at which we hire new firefighters, to the ongoing pace of promotions and retirements.

Backfill/Overtime Monitoring & Analysis

OCFA finance staff prepares monthly reports to track and monitor backfill/overtime activity. Reports are provided internally to management to show expenditures by section and by cause (reason) so that Operations and support departments can monitor and, if required, adjust activities as needed in their respective areas.

The OCFA also has policies, procedures, and systems in place that monitor and report overtime usage. Due to the long fire season across California and the COVID-19 pandemic, combined with open positions, vacancies, promotions, retirements, and increased workers' compensation cases tied to COVID-19 during CY 2021, the OCFA was required to utilize backfill and overtime to fulfill these needs. The need to ***force-hire*** employees to work extended hours beyond what they voluntarily desired to work increased compared to CY 2020 (Attachments 1 and 2). This increase was primarily due to staffing impacts from the COVID-19 pandemic. As stated earlier, the OCFA has aggressively been conducting various academies to help reduce the distribution of overtime and impact on employees. OCFA staff has also been working with the Orange County Professional Firefighters Association, Local 3631, to enhance existing policies and make modifications to the Staffing System to reduce the amount of forced overtime. These combined efforts resulted in an overall reduction in forced overtime prior to the COVID-19 pandemic.

As discussed in this report, the majority of backfill/overtime incurred by OCFA is non-discretionary and emergency response activity is generally 75-100% reimbursable. The small portion of overtime considered discretionary (5.8% of total backfill/overtime expenditures) is carefully managed and closely monitored.

Total Employee Compensation Reporting

Effective in CY 2018, employers were required to only report the normal employer paid retirement costs and not report the Unfunded Actuarial Accrued Liability (UAAL) as part of an individual employee's compensation. Currently, the UAAL comprises 46-60% of the employer retirement costs, which is an elevated level beyond what is required due to OCFA's accelerated pension paydown plan.

Compensation Cost Transparency

Annual employee compensation costs are posted and readily available on the OCFA website dating back to CY 2009. Since 2012, the format of the report includes all earnings segregated by base salary, overtime, unused leave payouts, and other/special pay. Employer paid retirement and benefits are also included in the employee compensation report. This year's report will be posted to the OCFA website and submitted to the State Controller on or before April 30, 2022, in compliance with the due date.

OVERTIME QUARTERLY UPDATE

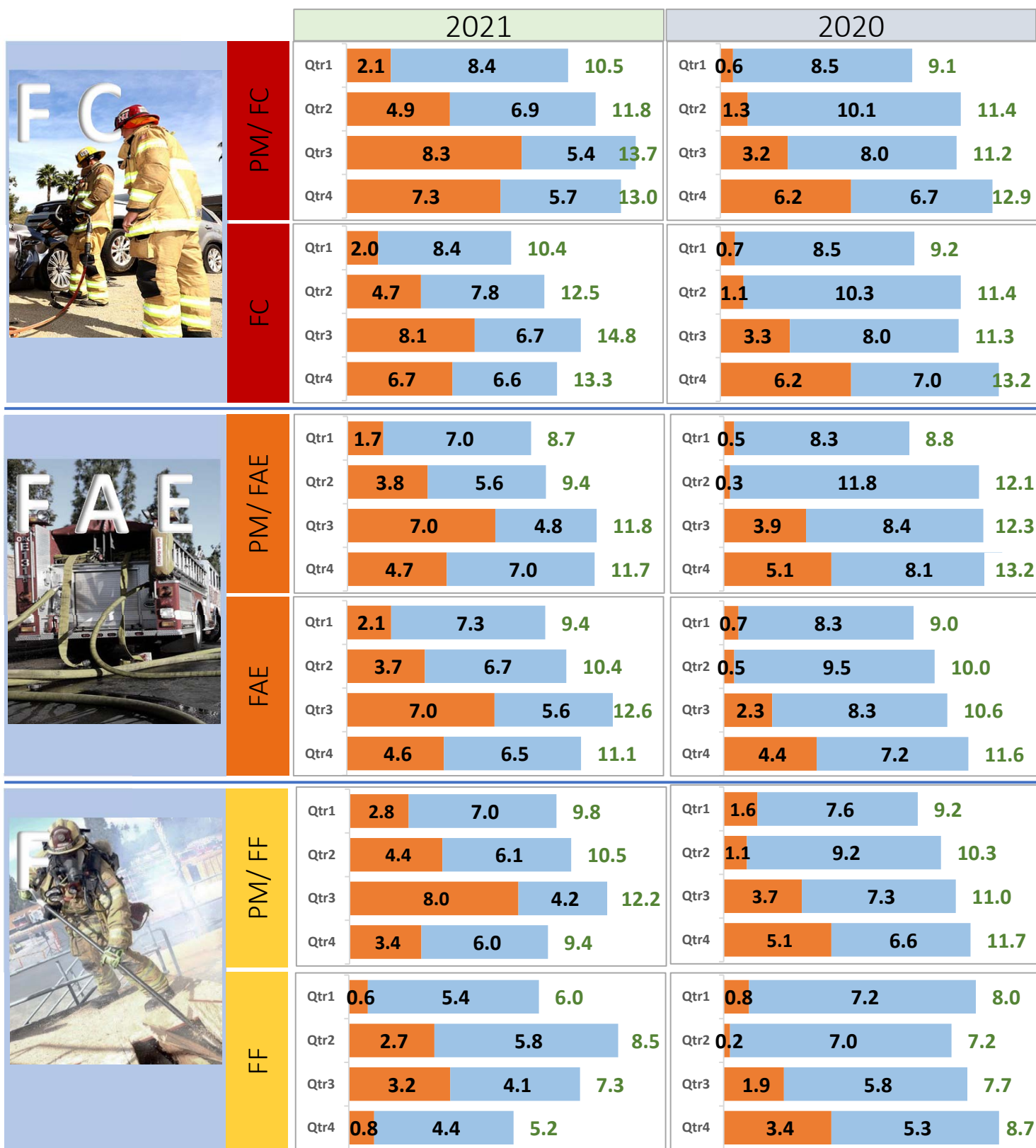
Dec 2021

AVERAGE OVERTIME SHIFTS

Forced Overtime

Voluntary Overtime

Total Overtime



Forced and Voluntary Overtime include shifts of 14+ hours worked only.

Averages are calculated using number of Overtime shifts (14+ hours) divided by the number of employees working 9+ shifts for the quarter.

Rank indicates the individual working the overtime; does not indicate the position worked.

In work-down situations, the OT is counted to the individual in rank.

Beginning April 2020, the reporting period is realigned to cover actual days of the month (previously based on rolling 29 day periods).

EMERGENCY COMMAND CENTER

OVERTIME UPDATE

Dec 2021

AVERAGE
OVERTIME SHIFTS

MONTHLY

Forced Overtime

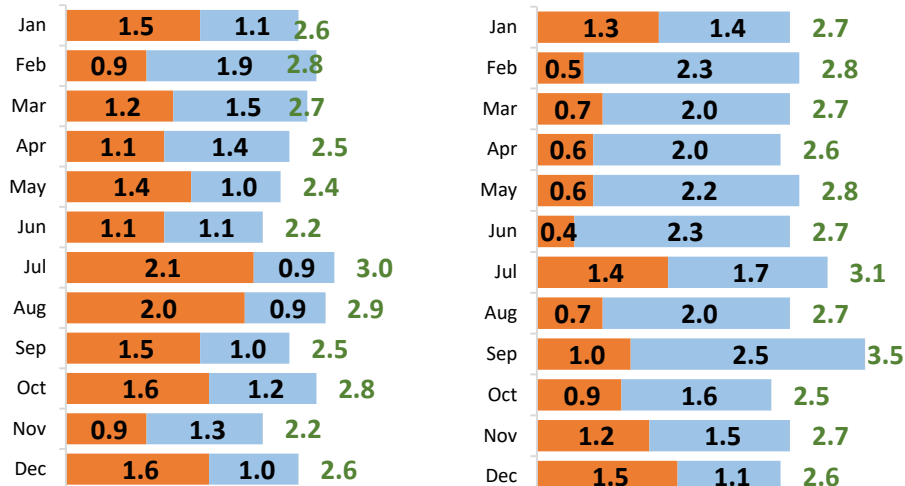
Voluntary Overtime

Total Overtime

2021

2020

Fire Communications Dispatcher

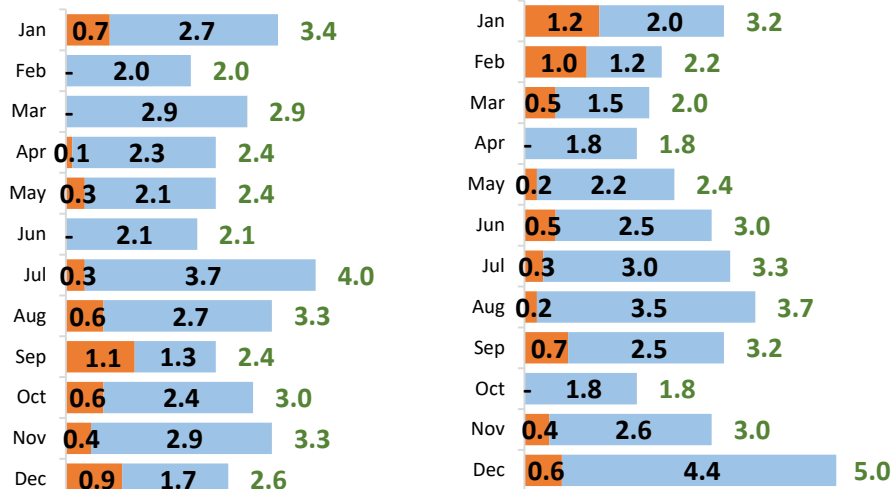


QUARTERLY

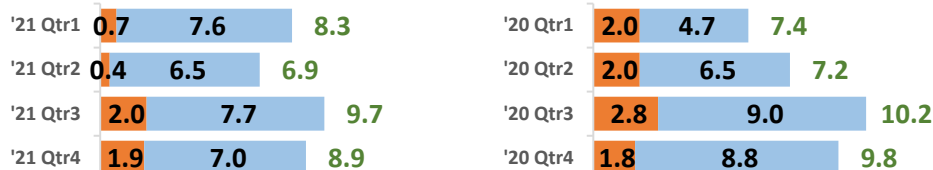


MONTHLY

Fire Communications Supervisor



QUARTERLY



Beginning April 2020, the reporting period is realigned to cover actual days of the month (prev. based on rolling 29 day periods).

FY 2020/21 BACKFILL/OVERTIME ANALYSIS FREQUENTLY ASKED QUESTIONS

1. What is a firefighter's standard work schedule?

Firefighters assigned to suppression positions work 24-hour shifts, which equates to a 56-hour average work week or 2,912 hours per year. When firefighters are assigned to staff positions on a 40-hour work week, they average 2,080 regular hours per year.

2. What does "maintaining constant staffing levels" mean? What is the difference between backfill and overtime?

This means that every day, all authorized Operations post-positions are staffed. A post-position is a seat on a fire or Emergency Medical System (EMS) response unit (including engines, trucks and paramedic vans) that must be filled to meet the staffing requirement of that unit. Backfill occurs when there is a vacancy in a position that requires constant staffing, and an employee either volunteers or is forced to work to fill the vacancy. Overtime is also used for hours worked above and beyond the constant staffing requirements. Examples of overtime include strike teams, overhead assignments to emergency incidents, either in- or out-of-county, and mandatory training classes that occur on days other than the employee's regularly assigned shift.

3. Because OCFA's backfill/overtime budget is significant, does that mean we are understaffed?

In addition to what is outlined in No. 2 above, there are various other reasons for OCFA's backfill/overtime budget. First, due to retirements and promotions, there are positions that remain temporarily unfilled pending both graduation of new recruits from Firefighter Academies and completion of promotional academies. For FY 2020/21, vacant positions across all ranks reached a high of 180 which required constant staffing on an overtime/backfill basis. Second, this past year, another contributing factor to backfill/overtime was personnel on leave due to COVID-19. Each of these issues is being proactively addressed with current and upcoming academies along with promotional exams that will reduce the number of vacancies and open positions.

4. How many continuous hours may a firefighter work?

Currently, the maximum number of continuous hours (regular and backfill/overtime) an employee may work is 120. The Assistant Chief of Operations may suspend the 120-hour rule to ensure sufficient incident response capability and adequate station coverage. Employees enter their availability to work into the OCFA's Staffing System. The system hires employees based upon the premise of an equal distribution of overtime and agreed upon hiring list procedures. Personnel assigned to out-of-county strike teams or to overhead positions are often deployed for periods of 14-21 days. When assigned to these extended incidents, employees work within established work/rest cycles.

5. Is the OCFA concerned about employee fatigue as the result of the continuous work hour rules?

The OCFA recognizes employee fatigue is a factor that impacts employee performance. Severe fatigue may increase the dangers inherent in the performance of emergency operations. The OCFA takes steps to protect employees from these dangers and ensures that firefighters are trained, equipped, and supervised to work as safely as possible. There is an additional emphasis on employee health and wellness provided through the WEFIT (Wellness) Program. Supervisors have the means by which to ensure employees are either adequately rested or relieved of duty where appropriate. Firefighters on extended incidents adhere to specified work/rest cycles.

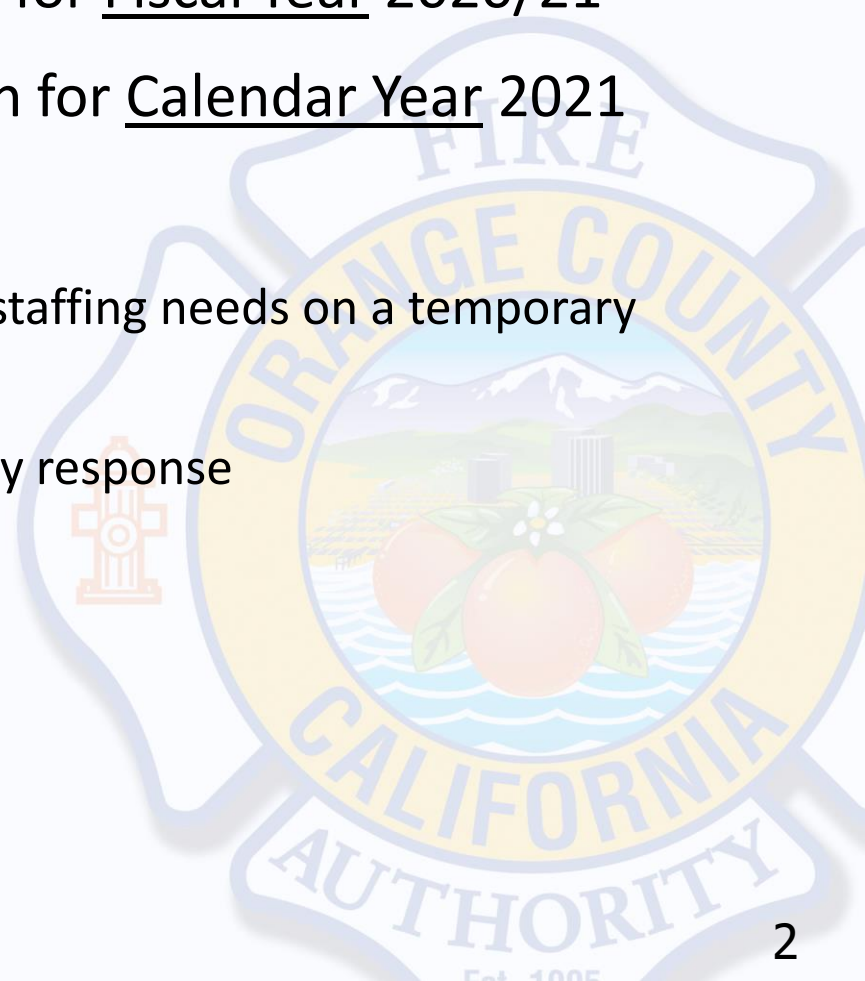
Fiscal Year 2020/21 Backfill/Overtime & Calendar Year 2021 Total Earnings/Compensation Analysis

Budget and Finance Committee Meeting
April 13, 2022



Agenda

- Backfill and overtime earnings for Fiscal Year 2020/21
- Detail employee compensation for Calendar Year 2021
- Backfill/overtime:
 - Cost effective option to meeting staffing needs on a temporary basis
 - Provides for consistent emergency response
- Recommendations



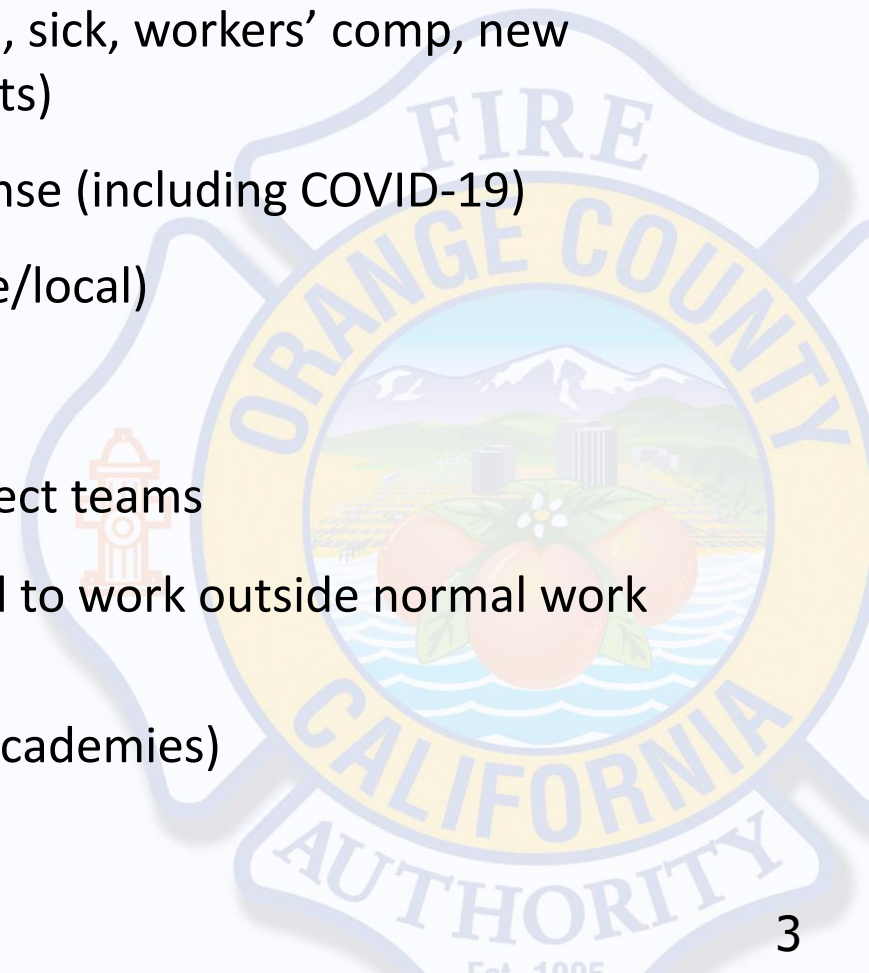
Fiscal Year 2020/21 Backfill/Overtime Categories

- *Non-Discretionary Categories:*

- Constant Staffing Policy (vacation, sick, workers' comp, new positions, promotions, retirements)
- Major emergency incident response (including COVID-19)
- Training (mandatory federal/state/local)

- *Discretionary Categories:*

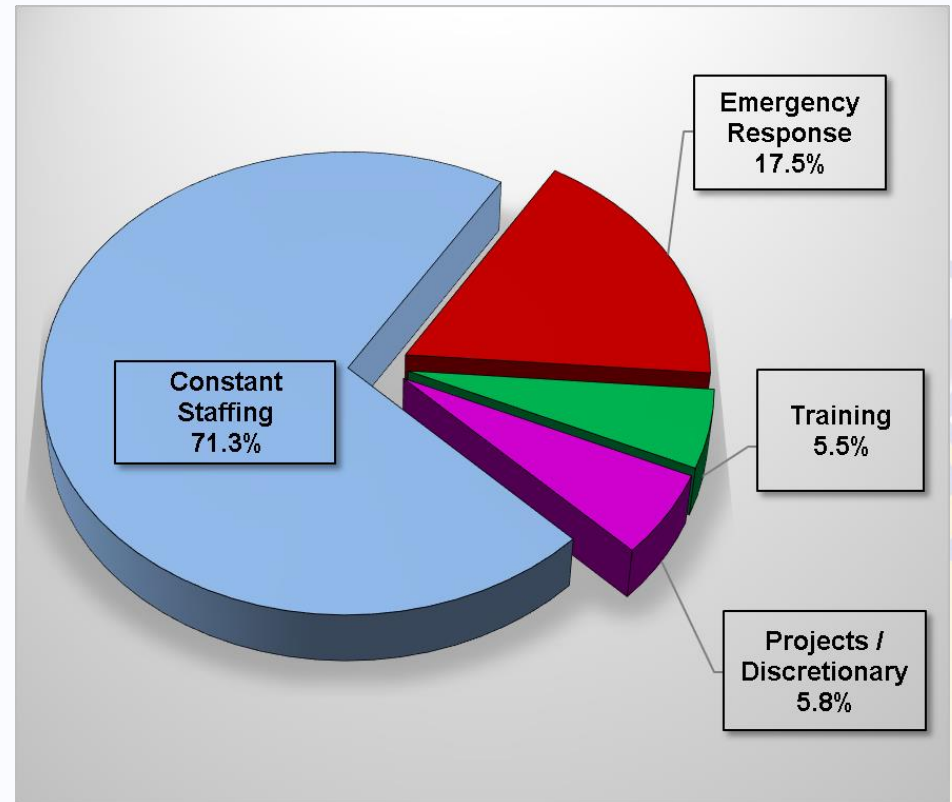
- Special events/assignments, project teams
- Department personnel requested to work outside normal work schedules
- Training (new hire/promotional academies)



Fiscal Year 2020/21 Backfill/Overtime by Category

Categories of Backfill/OT	FY 2020/21 (in millions)
Constant Staffing (ND)	\$50.0
Emergency Response* (ND) - Includes \$1.35M COVID-19 FEMA / County Claims	\$12.3
Training (Discretionary & Non-Discretionary)	\$3.8
Projects/Discretionary	\$4.1
FY 2020/21 Total	\$70.2

ND: Non-Discretionary



* Emergency response overtime is generally 75-100% reimbursable

Overtime Cost Effectiveness

Firefighter Position Example

Hourly Rate Regular Full-Time	Top Step Regular Rate	Top Step OT Rate	Mid Step Regular Rate	Mid Step OT Rate
<u>Salaries:</u>				
Base Hourly Rate	\$32.97	\$49.46	\$28.75	\$43.12
Other Pays (Holiday, Educ. Inc., EMT)	\$8.52		\$8.52	
Total Salaries	\$41.49	\$49.46	\$37.27	\$43.12
<u>Benefits:</u>				
Retirement	\$18.82		\$16.90	
Workers' Compensation/Medicare	\$2.35	\$2.65	\$2.29	\$2.56
Health Insurance	\$9.01		\$9.01	
Total Benefits	\$30.18	\$2.65	\$28.20	\$2.56
Total Hourly Salaries & Benefits	\$71.67	\$52.11	\$65.47	\$45.68

\$ Difference	\$19.56	\$19.79
% Difference	27.29%	30.23%

For a firefighter position, it is approximately 29% more cost effective to use overtime to backfill temporary firefighter vacancies compared to hiring a regular full-time firefighter to fill floating temporary vacancies

Calendar Year 2020/21 Regular vs. Overtime Analysis

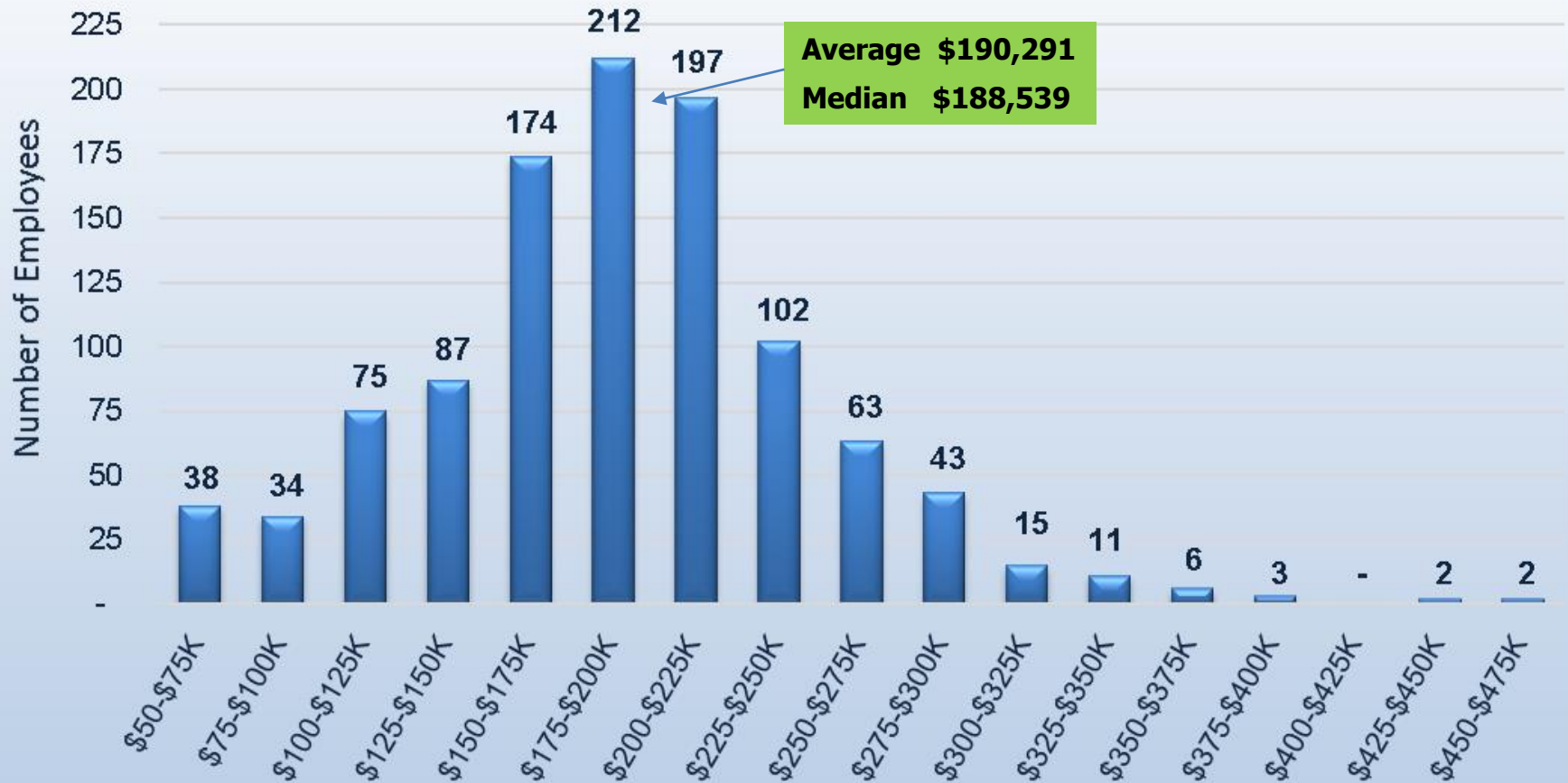
Firefighter Ranks Estimated Cost Savings (based on top step hourly rates)

	Actual Overtime Hours Worked	FTE Equivalent	Estimated FTE Cost	Estimated Overtime Cost	Estimated Cost Savings by Utilizing Backfill/Overtime
Fire Captain	313,823	107.8	\$31,012,274	\$22,060,114	\$8,952,160
Engineer	261,875	89.9	\$21,268,390	\$15,525,395	\$5,742,995
Firefighter	430,277	147.8	\$30,716,063	\$22,386,692	\$8,329,371
		345.5	\$82,996,727	\$59,972,201	\$23,024,526

The estimated \$23 million savings is a direct result of utilizing overtime/backfill rather than full-time employees at a blended savings of 28%

Firefighter Ranks Earnings Analysis

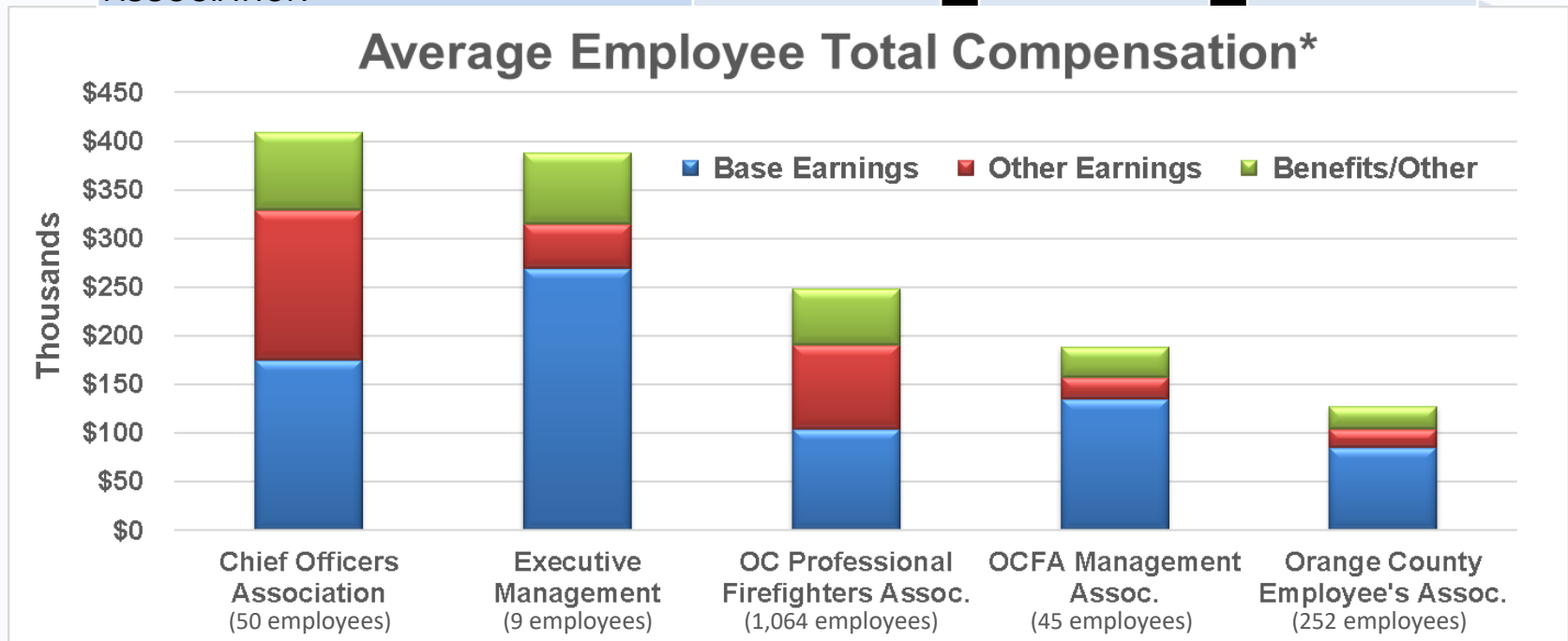
Calendar Year 2021 Firefighter Ranks Earnings*
(excluding trainees, minimum 2,000 hours)



* Excludes benefits

Calendar Year 2021 Total Employee Compensation

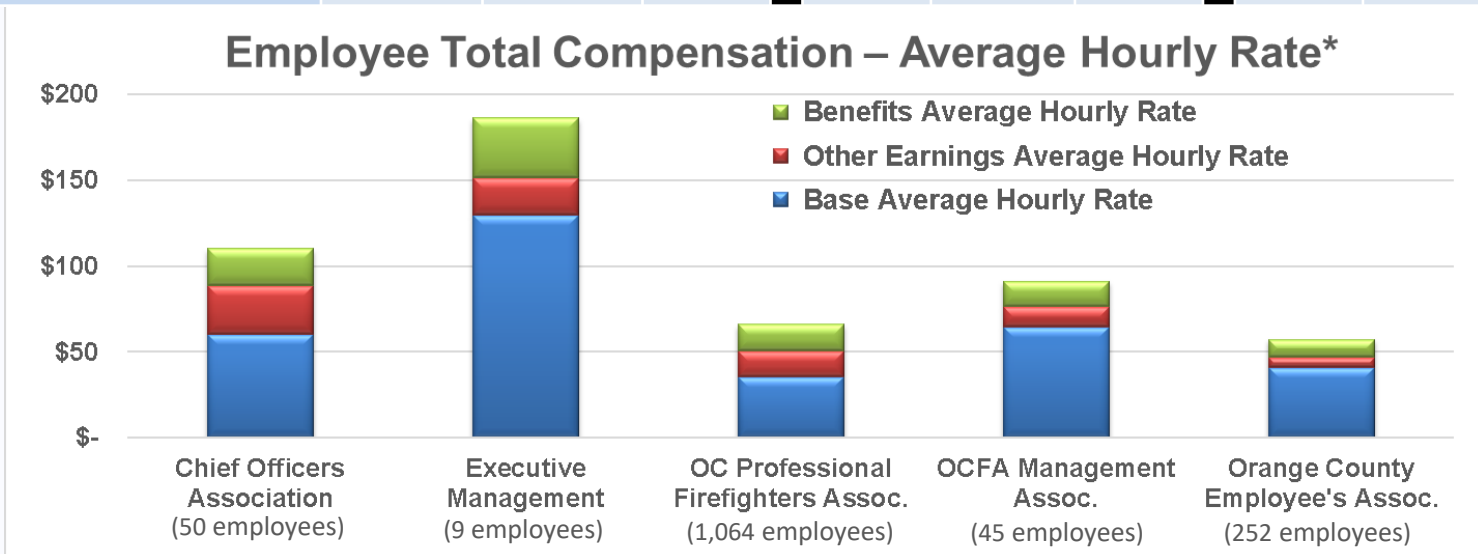
Bargaining Group	Average Base Earnings	Average Total Earnings	Average Total Compensation
CHIEF OFFICERS ASSOCIATION	\$175,412	\$328,692	\$409,324
EXECUTIVE MANAGEMENT	\$269,094	\$314,546	\$387,763
OC PROFESSIONAL FIREFIGHTERS ASSOCIATION	\$103,591	\$190,291	\$248,345
ORANGE COUNTY FIRE AUTHORITY MANAGEMENT ASSOCIATION	\$134,504	\$157,412	\$188,545
ORANGE COUNTY EMPLOYEE'S ASSOCIATION	\$85,474	\$104,274	\$127,281



* Employees working a minimum of 2,000 hours for safety and 1,430 for non-safety (approx. 70% of regularly scheduled hours)

Calendar Year 2021 Total Compensation – Average Hourly Rate

Bargaining Group	BASE EARNINGS			TOTAL EARNINGS			TOTAL COMPENSATION		
	Average Base Earnings	Regularly Scheduled Hours	Average Hourly Rate	Average Total Earnings	Average Hours Worked	Average Hourly Rate	Average Total Compensation	Average Hours Worked	Average Hourly Rate
CHIEF OFFICERS ASSOCIATION	\$175,412	2,912	\$60.24	\$328,692	3,712	\$88.55	\$409,324	3,712	\$110.27
EXECUTIVE MANAGEMENT	\$269,094	2,080	\$129.37	\$314,546	2,080	\$151.22	\$387,763	2,080	\$186.42
OC PROFESSIONAL FIREFIGHTERS ASSOCIATION	\$103,591	2,912	\$35.57	\$190,291	3,755	\$50.68	\$248,345	3,755	\$66.14
ORANGE COUNTY FIRE AUTHORITY MANAGEMENT ASSOCIATION	\$134,504	2,080	\$64.67	\$157,412	2,066	\$76.19	\$188,545	2,066	\$91.26
ORANGE COUNTY EMPLOYEE'S ASSOCIATION	\$85,474	2,080	\$41.09	\$104,274	2,218	\$47.01	\$127,281	2,218	\$57.39



* Employees working a minimum of 2,000 hours for safety and 1,430 for non-safety (approx. 70% of regularly scheduled hours)

Calendar Year 2021 Top 10 Employees: Compensation Pensionable vs. Non-Pensionable Costs

		=	+			
	Title/Assignment	Total Compensation	Compensation Pensionable	Compensation Non-Pensionable*	Employer Paid Pension (Non-Pensionable)	Employer Paid Health (Non-Pensionable)
1	Fire Division Chief	\$552,217	\$243,176	\$309,041	\$72,245	\$23,175
2	Fire Captain	\$548,926	\$185,337	\$363,589	\$50,323	\$26,394
3	Fire Battalion Chief	\$546,136	\$202,237	\$343,899	\$60,537	\$22,811
4	Fire Battalion Chief	\$526,034	\$197,320	\$328,714	\$60,115	\$22,790
5	Fire Division Chief	\$523,079	\$234,564	\$288,515	\$69,295	\$20,710
6	Fire Captain	\$521,857	\$145,032	\$376,825	\$44,181	\$26,394
7	Fire Captain	\$511,464	\$176,168	\$335,296	\$50,319	\$26,394
8	Fire Battalion Chief	\$505,427	\$200,370	\$305,057	\$60,946	\$21,072
9	Fire Captain	\$501,620	\$154,703	\$346,917	\$46,826	\$26,394
10	Fire Battalion Chief	\$478,785	\$187,864	\$290,921	\$57,112	\$22,740

* Compensation Non-Pensionable includes overtime, non-pensionable specialty pays, employer paid pension, and employer paid health.

Calendar Year 2021 Top 10 Employees: Compensation Average Hourly Rate

	Title/Assignment	Total Compensation*	Base Hours	Backfill/ Overtime Hours	Total Hours	Average Hourly Fully Burdened Rate
1	Fire Division Chief	\$552,217	2,080	1,320	3,400	\$162.44
2	Fire Captain	\$548,926	2,912	3,927	6,839	\$80.27
3	Fire Battalion Chief	\$546,136	2,816	2,299	5,115	\$106.78
4	Fire Battalion Chief	\$526,034	2,912	2,355	5,267	\$99.88
5	Fire Division Chief	\$523,079	2,080	1,215	3,295	\$158.75
6	Fire Captain	\$521,857	2,912	4,411	7,323	\$71.26
7	Fire Captain	\$511,464	2,912	3,555	6,467	\$79.09
8	Fire Battalion Chief	\$505,427	2,912	2,193	5,105	\$99.00
9	Fire Captain	\$501,620	2,912	3,631	6,543	\$76.67
10	Fire Battalion Chief	\$478,785	2,912	1,925	4,837	\$98.99

* Includes all employer paid benefits

Calendar Year 2021 Top 10 Employees: Hours by Backfill/Overtime*

	Title/ Assignment	Base Hours	Backfill for Constant Staffing	Overtime for Emergency Incidents (1)	Overtime to Attend Training	Other (2)	Total Hours
1	Fire Division Chief	2,080	-	1,214	-	106	3,400
2	Fire Captain	2,912	3,797	48	10	72	6,839
3	Fire Battalion Chief	2,816	1,225	807	224	43	5,115
4	Fire Battalion Chief	2,912	2,108	112	122	13	5,267
5	Fire Division Chief	2,080	1	1,202	-	12	3,295
6	Fire Captain	2,912	3,910	43	336	123	7,323
7	Fire Captain	2,912	3,136	237	180	2	6,467
8	Fire Battalion Chief	2,912	1,592	147	364	91	5,105
9	Fire Captain	2,912	3,436	-	96	99	6,543
10	Fire Battalion Chief	2,912	1,613	96	72	144	4,837

* Per Cause Code

(1) Reimbursable

(2) Special Activities, Other Discretionary/Non-Discretionary, Administrative

Summary

- Approximately 89% of the backfill/overtime costs are non-discretionary (71% constant staffing and 18% emergency activity)
- OCFA staff has conducted and anticipates the following academies over the next two fiscal years:

<u>FY 2021/22</u>	<u>FY 2022/23</u>
1 Firefighter Academy	2 Firefighter Academies
2 Firefighter/Paramedic Academies	
2 Fire Apparatus Engineer Academies	1 Fire Apparatus Engineer Academy
2 Fire Captain Academies	1 Fire Captain Academy
1 Battalion Chief Academy	1 Battalion Chief Academy

- When backfill/overtime is required, it is approximately 28% more cost effective than hiring a full-time benefited employee across all ranks for filling temporary vacancies

Recommended Action

Review the proposed agenda item and:

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 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.

Questions/Comments?





Orange County Fire Authority **AGENDA STAFF REPORT**

Board of Directors Meeting
April 28, 2022

Agenda Item No. 4A
Public Hearing

Community Risk Reduction Fee Study and Adoption of Associated Fee Schedules

Contact(s) for Further Information

Lori Smith, Assistant Chief/Fire Marshal Community Risk Reduction Department	lorismith@ocfa.org	714.573.6016
Robert C. Cortez, Assistant Chief Business Services Department	robertcortez@ocfa.org	714.573.6012
Julie Nemes, Finance Manager/Auditor Business Services Department	julienemes@ocfa.org	714.573.6304

Summary

This agenda item is submitted for approval of the proposed Community Risk Reduction and Miscellaneous Fees.

Prior Board/Committee Action

On April 13, 2022, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda for approval by a vote of 7-0 (Directors Bourne and Rossini absent).

RECOMMENDED ACTION(S)

1. Conduct a Public Hearing.
2. Find that, in accordance with California Government Code Section 66014, the proposed fees do not exceed the cost of providing services and are only for the purpose of meeting operational expenses and are, therefore, exempt from compliance with the California Environmental Quality Act pursuant to Public Resources Code Section 21080.
3. Approve and adopt Resolution entitled A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY APPROVING CHANGES IN COMMUNITY RISK REDUCTION (FORMERLY FIRE PREVENTION) AND MISCELLANEOUS FEES approving changes in Community Risk Reduction and Miscellaneous fees and effective date.

Impact to Cities/County

Not Applicable.

Fiscal Impact

The proposed fee schedule (including the exemptions policy) is estimated to result in an approximate \$2,029,515 increase in Fiscal Year 2022/23 cost recovery from the current FY 2021/22 adjusted budget of \$5.64 million, depending upon volume of activity.

Background

See extended background.

Attachment(s)

1. Revenue & Cost Specialists' Opinion Letter
2. Proposed Resolution
 - a. Proposed Exemptions and Exceptions Policy
 - b. Proposed Fee Schedule (with comparisons)
 - c. Proposed Miscellaneous Fee Schedule
3. Proposed Fee Schedule – Final version (for publication without comparisons)
4. Community Risk Reduction 2022 Fee Study Results Presentation

Background

Fee-related Community Risk Reduction (CRR) activities, which are generally completed by the OCFA staff in the Planning and Development Services Section (P&D), the Prevention Field Services (PFS), and the Operations Department, include the following:

- Plan reviews and inspections for initial construction or improvement of facilities
- Issuance of operating and special event permits as required by the Fire Code

The OCFA's Community Risk Reduction fees were first adopted by the County effective July 1, 1991, and were subsequently updated in 1997, 2002, 2007, 2012, 2014, 2015, and 2017. As a result of direction from the OCFA Board of Directors in 1996 to pursue action to establish new cost recovery methods, staff conducted a more comprehensive study in 2002, and the Board subsequently adopted a policy of full cost recovery, with certain exceptions, for fee funded Community Risk Reduction services. The last comprehensive fee study occurred in 2017 and the changes were implemented on September 29, 2017.

2022 Community Risk Reduction Fee Study

OCFA staff worked with our fee consultant from Revenue & Cost Specialists (RCS) to conduct the fee study and identify the costs associated with the services provided. Attachment 1 is a letter from RCS summarizing the activities performed by RCS, confirming that the methodology utilized for the fee study was reasonable, consistent with the State constitution, and confirming that the proposed fees do not exceed the cost of providing services.

Summary of Results

Staff anticipates that the proposed changes in fees will increase cost recovery by approximately **\$2,029,515** annually. The estimated changes are summarized in the table below:

<u>Cost Recovery by Section</u>	<u>FY 2022/23 Proposed, Based on Fee Study</u>	<u>FY 2021/22 Adjusted Revenue</u>	<u>\$ Increase (Decrease)</u>	<u>% Increase (Decrease)</u>
Planning & Development	\$5,706,541	\$3,900,000	\$1,806,541	46.32%
Prevention Field Services	<u>\$1,965,297</u>	<u>\$1,742,323</u>	<u>\$222,974</u>	<u>12.80%</u>
Total CRR Cost Recovery	<u>\$7,671,838</u>	<u>\$5,642,323</u>	<u>\$2,029,515</u>	<u>35.97%</u>

The increase to both the Planning and Development and Prevention Field Services fees is primarily a result of salary and benefit cost increases since the last fee study in 2017 and the recovery of the business economy in Orange County post COVID-19. The housing development activities and fire inspections for commercial businesses were deeply impacted by the COVID-19 pandemic over the past two fiscal years. Staff anticipates housing activities and businesses to slowly resume back to pre-pandemic levels. More detail explanations on the changes in revenue projections are provided later in this report.

Planning and Development Cost Recovery Levels

	<u>Costs</u>	<u>% of Total Costs</u>
Fee Funded Activities	\$5,709,248	91.27%
Less Exemptions	<u>(\$2,707)</u>	<u>(0.04%)</u>
<i>Total Net Fee Funded Activities</i>	\$5,706,541	91.23%
<i>Non Fee Funded Activities</i>		
1. Three Dedicated Community Risk Reduction Positions These positions were included as part of the Service Level Agreement with the City of Irvine to enhance service levels in response to high volume of activity.	\$471,907	7.54%
2. Fire Prevention Analyst (FPA) position working at Santa Ana This FPA position provides Planning and Development customer support at the City of Santa Ana for 16 hours a week. The cost is reimbursed by the City per contract.	<u>\$74,522</u>	<u>1.19%</u>
Total Costs	<u>\$6,255,677</u>	<u>100.00%</u>

Prevention Field Services Cost Recovery Levels

	<u>Costs</u>	<u>% of Total Costs</u>
Fee Funded Activities	\$2,158,226	38.07%
Exemptions	<u>(\$192,929)</u>	<u>(3.40%)</u>
<i>Total Net Fee Funded Activities</i>	\$1,965,297	34.67%
<i>Non Fee Funded Activities</i>		
1. Malfunctioning Alarms This program is to improve community safety by requiring business and property owners to maintain their fire alarm systems and repair systems that are not functioning properly. The annual efforts include monitoring multiple false alarm incidents at any given location and working with the owner to render systems functional.	\$113,178	2.00%
2. Customer Inquiries This activity includes responding to Fire and Building Code inquiries in residential and commercial occupancies, and responding to questions concerning California Fire and Building Code requirements for businesses. Examples included City, engine company, and other agency referrals; complaints; false alarm follow up, and city project collaboration.	\$710,507	12.53%
3. Station Liaison The Liaison Program is designed to enhance communication and provide an environment for open and collaborative relationships between CRR and Operations by providing Operations with area-wide training and support.	\$181,084	3.19%
4. Property Public Records Act Request This program is a State mandate that requires facilitating public records requests as they pertain to property.	\$110,154	1.94%

5. Operations' Referrals	\$201,847	3.56%
This activity provides annual inspection assistance to Operations, including assisting with complex inspections and/or accepting referrals due to the complex nature of the inspection and resulting compliance.		
6. Collaborations/Partner with cities building industry	\$357,200	6.30%
This activity is focused on our relationships with the communities we serve. The efforts include collaborative inspections, task force assistance, project meetings, development meetings, and program development.		
7. Non-Permitted Inspections	\$1,047,967	18.49%
This activity is the same as permitted inspection activity, except that no operational permit is required by code. These are generally selected inspections throughout our communities that have been identified as having potential for high risk fire and life safety loss. Examples included mandated residential inspections (three units or more, apartments, condos, townhomes, and etc.); vacant buildings; "campus" inspections (multiple buildings at a single site that may or may not have permits)		
8. Fire Prevention Specialist Positions	\$788,654	13.92%
The City of Garden Grove became the newest member of OCFA in August 2019. Additional Fire Prevention Specialist positions were added to handle the increased annual inspection workload. Part of this cost was funded within Garden Grove's cash contract charge/revenue to OCFA, and the remainder will be fee-funded in the future by the increased volume of annual inspections that will be performed in the City post-pandemic. However, since that work could not yet be done due to the COVID-19 pandemic, staff has not yet been able to account for all the businesses that will require annual inspections.		
<i>Subtotal of Non-Fee Funded Activities</i>	<u>\$3,510,591</u>	<u>61.93%</u>
Total Costs	<u>\$5,668,817</u>	<u>100.00%</u>

Planning & Development Services Fees

Overall fees increased by **6.61%**. 170 P&D fees are included in the fee schedule (Attachment 2B), with highlights as follows:

1. Number of fee increases – 111 with an average increase amount of \$83 or 17%
2. Number of fee decreases – 30 with an average decrease amount of \$211 or 31%
3. Number of fees exempt or hourly charges – 22
4. Number of fees unchanged - 5
5. Number of exempt fee removed – 1
6. Number of flat fee converted to hourly rate - 1

Prevention Field Services Fees

Overall fees increased by **13.71%**. 131 PFS fees related to permit issuance are included in the fee schedule, (Attachment 2B) with highlights as follows:

1. Number of fee increases – 101 with an average increase amount of \$25 or 12%
2. Number of fees unchanged - 4
3. Number of hourly rate fees – 24
4. Number of new fees – 2

Miscellaneous Fees

The proposed changes to the Miscellaneous Fees Schedule (Attachment 2C) will bring the fees into compliance with the Public Records Act and consistent with the Government Code. These fees are charged when staff responds to a Public Records Request that requires specialized information or reports and/or copies of existing documents.

Why did the fees change?

The changes to the various fees are attributable to the following:

Overall:

Indirect Cost Rate Proposal (ICRP)/Overhead Rate

The OCFA indirect cost rate or overhead rate was calculated based on the Federal Office of Management and Budget guidelines used for grants and Assist-by-Hire claims with modifications. The updated ICRP rate is 14.62% which is a 0.82% increase from the 2017 Fee Study rate of 13.80%. The increase was due to salaries and employee benefits increases per labor contracts over the past four years.

Programs:

Planning and Development Services

Planning and Development activities have declined from approximately 15,550 to 13,512 over the past two years due to the COVID-19 pandemic. Salaries and benefits costs have increased by approximately \$685,000 since FY 2017/18.

Prevention Field Services

Annual inspections were suspended when many businesses were shut down due to the COVID-19 pandemic in 2020 and 2021. This has delayed our efforts in adding the Garden Grove inspections into our annual workload. Since new positions were added to handle the additional Garden Grove workload, we have set aside \$788,654 as an estimated cost required to complete the unassigned workload. This amount will not be recovered from the fees until the workload is assigned. Staff will also continue to focus on State mandated inspections, high risk facilities, and reducing life/property loss.

New Fees

Included in the proposed fee schedule are the following new fees:

1. M128 Permits Special Event - Applied to all Special Events that require operational permits
2. M129 Over the Counter Special Events – Events that may impact emergency operations equipment or access and may only require an over the counter submittal

Outreach Activities:

Orange County Building Industry Association (OCBIA) and Commercial Real Estate Development Association, known as NAIOP SoCal Chapter, were given preliminary notice of the fee study project in February 2022. Staff met with representative from OCBIA and provided the fee study preliminary results. Any OCBIA or NAIOP comments and input received will be shared verbally at the Budget and Finance Committee meeting.

Additional Cost Recovery Opportunities

Apartment Inspections

The California Health and Safety Code requires fire agencies to perform fire and life safety inspections for apartment and condominium buildings that are classified as three or more attached units along with hotels and motels. The annual fire inspections help mitigate known hazards and ensure communities are being maintained in a safe and acceptable manner in accordance with State fire and building safety codes. The OCFA currently does not bill for these mandated inspections and is working on gathering the data needed to develop a cost recovery fee structure. RCS recommends charging the apartment inspections by the number of units at each building, as the buildings with more units will require more time to inspect and should be charged a higher fee than buildings with less units. Since the inventory data is still incomplete for all the apartment buildings in the OCFA's service area, staff will revisit creating this new fee once the data becomes available.

Accessory Dwelling Units

Staff also discussed with RCS charging for inspections of Accessory Dwelling Units (ADUs). While the OCFA may be involved in inspecting new fire life safety systems in these residential buildings, such as sprinkler systems, the OCFA does not have any other involvement. Furthermore, RCS has not seen any involvement, or any resulting fees, in other fire agencies or fire departments that it has reviewed.



March 8, 2022

Ms. Gina Cheung, Accounting Manager
Orange County Fire Authority
1 Fire Authority Road
Irvine, CA 92602

Gina,

Per our contract with the Orange County Fire Authority to review the Authority's fee costing process and the resulting proposed fees, I have completed the following steps:

- Reviewed the costing methodology and model.
- Reviewed the overhead calculations.
- Reviewed the time detail and resulting costs for every proposed fee service. This step in the process included conversations with various staff members who were involved in the process. For those services that I had specific questions, we identified the steps involved so that I could better understand what was included in the time allocations and why there were changes from the previous year's review.
- Reviewed all proposed fees which have significant increases or decreases for reasonableness.
- Reviewed the impact on the fees with the 20 businesses that currently pay the most fees and also reviewed the fees with the highest volume.
- Reviewed a sample of the proposed fees with other agencies and found that the proposed fees were within a reasonable range of other agency's fees.
- Reviewed the proposed changes to the Clerk's fees. RCS is confident that these changes will bring the fees into compliance with the Public Records Act.

Staff continues to use and refine time data based on time tracking records. Where I did have questions about some services, staff was able to re-check this time data to confirm the information. Therefore, I feel very comfortable that the resulting time allocations, cost details, and fee recommendations are reasonable reflections of what is involved in providing these services to the Authority's customers and do not exceed the costs reasonably borne as defined in Article XIII B of the State Constitution. This is due to the importance placed by staff on timekeeping and more in-depth review on the time data.

Additional Cost Recovery Opportunities

Apartment Inspections

In addition, RCS discussed charging for apartment inspections with staff. While fire agencies are required to perform fire and life safety inspections of apartment buildings, the Authority is in the process of generating good data to be able to pass on these costs through fees. The fairest method of charging for these inspections is by the number of units at each building, as the buildings with more units that take more time to inspect are charged a higher fee than buildings with less units. But that inventory data is still incomplete for all the apartments buildings in all the Authority's service area. Therefore, staff recommends revisiting this portion of the fee analysis when the data is complete to develop a fee that is appropriate. RCS agrees with staff's recommendation to wait until such time.

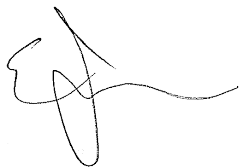
Accessory Dwelling Units

RCS also discussed charging for inspections of Accessory Dwelling Units (ADUs) with staff. While there may be Agency involvement in inspecting new fire life safety systems in these residential buildings, such as sprinkler systems, the Agency does not have any involvement beyond that. Furthermore, RCS has not seen this involvement, or any resulting fees, in other fire agencies or fire departments that it has reviewed.

Both divisions, and the department as a whole, should take pride in the effort to track and equitably recover their costs. In my experience, very few, if any, fire agencies are this far along in their use of actual time data to manage their Prevention operations.

I would like to thank staff for their help in this review.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Eric Johnson', with a stylized, flowing script.

Eric Johnson
President

RESOLUTION NO. 2022-XX

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE ORANGE COUNTY FIRE AUTHORITY APPROVING
CHANGES IN COMMUNITY RISK REDUCTION
(FORMERLY FIRE PREVENTION) AND
MISCELLANEOUS FEES**

WHEREAS, the Joint Powers Agreement establishing the Orange County Fire Authority authorizes the Authority to levy and collect fees for services; and

WHEREAS, a 2022 study has been recently completed to update the cost of each individual Community Risk Reduction service provided by the Orange County Fire Authority; and

WHEREAS, the Board of Directors finds that in accordance with California Government Code Section 66014, the proposed Community Risk Reduction (formerly Fire Prevention) fees and miscellaneous fees set forth in Attachments 2A, 2B and 2C do not exceed the cost of providing services and are only for the purpose of meeting operational expenses and are, therefore, exempt from compliance with the California Environmental Quality Act pursuant to Public Resources Code Section 21080; and

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the Orange County Fire Authority does hereby adopt the Exemption Policy and approve the fees set forth in Attachment 2A, 2B, and 2C attached hereto, effective no later than July 1, 2022.

BE IT FURTHER RESOLVED that this Resolution supersedes all prior Resolutions to the extent that such prior Resolutions established or approved changes in the fees specifically addressed in this Resolution and the attachments hereto.

BE IT FURTHER RESOLVED that said Community Risk Reduction Fees and Charges Schedules shall be adjusted July 1 of each succeeding year commencing in 2023, unless a comprehensive fee study is conducted prior to implementation of such an adjustment. The fee adjustments will be the same as the percentage adjustments in the Authority salary and employee benefits provided for in the Memoranda of Understanding for the General and Supervisory Units until such time as a new comprehensive fee study is conducted. The adjustments will not exceed the cost of providing these services.

PASSED, APPROVED, AND ADOPTED this 28th day of April 2022.

Michele Steggell
Chair, Board of Directors

ATTEST:

Maria D. Huizar
Clerk of the Authority

APPROVED AS TO FORM:

David E. Kendig
General Counsel

Orange County Fire Authority
ORANGE COUNTY FIRE AUTHORITY
EXEMPTIONS AND EXCEPTIONS POLICY
COMMUNITY RISK REDUCTION
Effective July 1, 2022

The following activities and/or entities shall be exempt from fees charged for Community Risk Reduction services on the attached fee schedules:

1. Facilities owned and operated by OCFA Partner Agencies (including the County of Orange) and funded from the Partner Authority's general fund. Enterprise funded departments of Partner Agencies (such as Orange County Integrated Waste Management) are not exempt.
2. Day-care facilities owned and operated by public schools and unified school districts.
3. Official Services to include all plan checking, fire permits and inspection activities at public schools, unified school districts, community colleges and universities whose policy-making body is subject to the Brown Act. Special events funded by an entity other than the policy-making body, false alarms, and additional services not described herein are subject to fees.
4. Automotive Compressed Natural Gas refueling stations installed within a residential structure. (added in 2008)
5. Fire false alarm response at single-family homes.
6. Projects and activities related to the Orange County Fire Authority Nonprofit Foundation.
7. Businesses storing propane in quantities less than or equal to 125 gallons.

The Fire Marshal, or designee, may exempt any Community Risk Reduction fee when, in the opinion of the Fire Marshal (or designee), the fee is determined to be a minimal risk to the community or environment and a single issuance permit or penalty. The request must be submitted and approved in writing.

ORANGE COUNTY FIRE AUTHORITY

Attachment 2B

PROPOSED FEE SCHEDULE PLANNING AND DEVELOPMENT SERVICES

Effective Date - no later than
July 1, 2022

Fee Code	Service Name	2022/23 Anticipated Annual Volume	2017-18 Adopted Fee	2022-23 Proposed Fee (a)	\$ Change	% Change
PR100	California Environmental Quality Act (CEQA), Environmental Impact Report (EIR), Notice of Preparation (NOP), and Advance Planning	1	\$387	\$426	\$39	10.10%
PR104	Small Project CUP - Single Family Residence, Commercial Remodel, New Commercial Building without on-site access	75	\$244	\$404	\$160	65.43%
PR105	Development Plan/Site Review	225	\$387	\$538	\$151	39.07%
PR110	Map review (A map) -- tentative tract map/screen check	50	\$387	\$538	\$151	39.07%
PR115	Final map review (B Map) and/or clearance letter for print of linen	50	\$244	\$269	\$25	10.29%
PR120	Conceptual fuel modification - Multi-Dwelling or Commercial Area (Plan Review ONLY)	30	\$1,044	\$1,081	\$37	3.54%
PR121	Conceptual fuel modification - Single Family Dwelling (Plan Review ONLY)	2	\$691	\$702	\$11	1.57%
PR124	Precise fuel modification (includes vegetation clearance inspection for lumber drop, final, and HOA	25	\$1,116	\$1,289	\$173	15.52%
PR124i	Precise fuel modification -- INSP ONLY	3	\$328	\$368	\$40	12.34%
PR125	Precise fuel modification -- Single Family Dwelling	20	\$743	\$755	\$12	1.55%
PR125i	Precise fuel modification -- Single Family Dwelling INSP ONLY	1	\$328	\$333	\$5	1.64%
PR127i	Fuel Modification Maintenance Inspection -Customer requested or complaint initiated for Tract Development	1	\$725	\$737	\$12	1.65%
PR145	Fire master plan -- Emergency access and fire hydrant location, fire lane markings, or vehicle gates across emergency access drives	275	\$668	\$749	\$81	12.09%
PR145i	Fire master plan -- Emergency access and fire hydrant location, fire lane markings, or vehicle gates -	200	\$225	\$263	\$38	16.98%
PR146	Fire protection plan -- an alternative to CBC Chapter 7A construction requirements for development in a fire hazard severity zone (Plan Review ONLY)	25	\$444	\$507	\$63	14.21%
PR147	Fire protection plan -- "Add-on" 7A to large "Parent" Fire Protection Plan (Plan Review ONLY)	15	\$207	\$211	\$4	1.72%
PR150	Fire master plan -- public school	70	Exempt	Exempt	N/A	N/A
PR155	Temporary fire master plan - proposed emergency access these roads will not remain once the project is	25	\$414	\$614	\$200	48.36%
PR155i	Temporary fire master plan - proposed emergency access these roads will not remain once the project is	1	\$190	\$193	\$3	1.59%
PR160	Residential site review for single family dwelling consisting of one or two units (Plan Review ONLY)	200	\$374	\$359	(\$15)	-4.07%
PR160i	Residential site review for single family dwelling -- INSP ONLY	1	\$104	\$158	\$54	51.85%
PR172	Methane testing, findings, & recommendations (Currently included with the Methane work plan)	25	\$427	\$625	\$198	46.31%
PR174	Methane mitigation plan	5	\$488	\$538	\$50	10.29%
PR180	Vehicle or pedestrian gates across emergency access roads	32	\$406	\$547	\$141	34.71%
PR180i	Vehicle or pedestrian gates across emergency access roads- INSP ONLY	1	\$121	\$123	\$2	1.51%
PR182	Unenclosed accessory structure/outdoor fire place/fire pit in special fire areas. Inspection not required	322	Exempt	\$91	\$91	100.00%
PR184	Speed hump review and drive test	5	\$919	\$995	\$76	8.32%
PR186	Operations pre-planning automation. Fee waived if criteria on handout are satisfied	1	\$622	\$632	\$10	1.56%
PR192	Addressing Layout Developments - Commercial/Residential	1	Hourly Rate	Hourly Rate	N/A	N/A
PR200	All A Occupancy > 10,000 square feet aggregate	55	\$1,635	\$1,872	\$237	14.49%
PR200i	All A Occupancy > 10,000 square feet aggregate INSP ONLY	1	\$415	\$368	(\$47)	-11.21%
PR204	All A Occupancy ≤ 10,000 square feet aggregate area)	200	\$1,066	\$1,356	\$290	27.22%
PR204i	All A Occupancy ≤ 10,000 square feet aggregate area) INSP ONLY	1	\$466	\$368	(\$98)	-20.93%
PR208	All A ≤ 1500 square feet	100	\$747	\$959	\$212	28.42%
PR208i	All A ≤ 1500 sq. ft. INSP ONLY	1	\$259	\$263	\$4	1.62%
PR212	Educational other than day care (Plan Review ONLY)	10	\$732	\$807	\$75	10.29%
PR212i	Educational other than day care - INSP ONLY	1	\$415	\$211	(\$204)	-49.26%
PR216	Day Care E or I-4 (Portable or re-locatable < 1000 sq. ft.) aggregate (Plan Review ONLY)	1	\$488	\$538	\$50	10.29%
PR216i	Day Care E or I-4 (Portable or re-locatable < 1000 sq. ft.) INSP ONLY	1	\$259	\$263	\$4	1.62%
PR220	E Day Care or I-4 (see PR212 for any combination of E occupancies sharing common egress) (Plan Review ONLY)	10	\$732	\$1,076	\$344	47.05%
PR220i	E Day Care or I-4 - INSP ONLY	1	\$294	\$316	\$22	7.43%
PR224	B,F,M,S occupancies when required by Building Official (Plan Review ONLY)	50	\$488	\$650	\$162	33.26%
PR224i	B,F,M,S occupancies - INSP ONLY	10	\$311	\$316	\$5	1.56%
PR232	H1, H2, H3, H4 or L Occupancy - Chemical classification fee (PR320-PR328) also required	4	\$1,408	\$1,498	\$90	6.36%
PR232i	H1, H2, H3, H4, or L Occupancy Chemical classification fee (PR320-PR328) INSP ONLY	1	\$432	\$421	(\$11)	-2.52%
PR236	S1 - Motor Vehicle Repair Garages (Chem class fee included for above ground hazardous materials)	2	\$973	\$1,041	\$68	7.01%
PR236i	S1 - Motor Vehicle Repair Garages INSP ONLY	1	\$363	\$368	\$5	1.51%
PR240	S1 -Aircraft Repair Hanger (Chem class fee, (PR320-PR328) also required)	1	Hourly Rate	Hourly Rate	N/A	N/A
PR240i	S1 -Aircraft Repair Hanger INSP ONLY	1	Hourly Rate	Hourly Rate	N/A	N/A
PR244	H5 Occupancy (Chem class fee (PR320-PR328), also required) (Plan Review ONLY)	1	Hourly Rate	Hourly Rate	N/A	N/A
PR244i	H5 Occupancy INSP ONLY	1	Hourly Rate	Hourly Rate	N/A	N/A
PR248	Structures with non-ambulatory or incapacitated occupants (I-1, I-2, I-2.1, R-2.1 occupancies)	15	Hourly Rate	Hourly Rate	N/A	N/A
PR248i	Structures with non-ambulatory or incapacitated occupants. (I-1, I-2, I-2.1, R-2.1 occupancies) INSP ONLY	1	Hourly Rate	Hourly Rate	N/A	N/A
PR256	I3: Structures with restrained occupants, 3 cells or less	1	\$594	\$637	\$43	7.18%
PR256i	I3: Structures with restrained occupants, 3 cells or less - INSP ONLY	1	\$207	\$211	\$4	1.72%
PR260	I3: Structures with restrained occupants, more than 3 cells	1	\$2,664	\$1,065	(\$1,599)	-60.04%
PR260i	I3: Structures with restrained occupants, more than 3 cells INSP ONLY	1	\$691	\$526	(\$165)	-23.82%
PR264	R1 or R2 Hotels, motels, apartments, condominiums with ≤ 50 dwelling units per building	15	\$415	\$538	\$123	29.68%
PR268	R1 or R2 Hotels, motels, apartments, condominiums with 51 to 150 dwelling units per building.	10	\$1,165	\$1,392	\$227	19.50%
PR268i	R1 or R2 Hotels, motels, apartments, condominiums with 51 to 150 dwelling units per building INSP ONLY	1	\$311	\$316	\$5	1.56%
PR272	R1 or R2 Hotels, motels, apartments, condominiums with > 150 dwelling units per building.	25	Hourly Rate	Hourly Rate	N/A	N/A
PR272i	R1 or R2 Hotels, motels, apartments, condominiums with > 150 dwelling units per building INSP ONLY	1	\$518	\$526	\$8	1.62%

ORANGE COUNTY FIRE AUTHORITY

Attachment 2B

PROPOSED FEE SCHEDULE PLANNING AND DEVELOPMENT SERVICES

Effective Date - no later than
July 1, 2022

Fee Code	Service Name	2022/23 Anticipated Annual Volume	2017-18 Adopted Fee	2022-23 Proposed Fee (a)	\$ Change	% Change
PR276	R4 licensed residential care/ assisted living facilities and similar uses serving 7-16 clients. Facilities serving 6 or less clients, submit only to PFS.	5	Hourly Rate	Hourly Rate	N/A	N/A
PR276i	R4 licensed residential care/ assisted living facilities and similar uses serving 7-16 clients. INSP ONLY	1	\$415	\$421	\$6	1.47%
PR285	Hi-Rise: Structures that are 75' or higher measured from lowest point of fire department access	3	\$2,604	\$2,705	\$101	3.89%
PR285i	High-rise: Structures that are 75' or higher in height - INSP ONLY	1	\$725	\$263	(\$462)	-63.70%
PR300	Above-ground storage tank, including equipment (see PR625 for temporary above-ground storage tanks)	50	\$625	\$825	\$200	31.96%
PR300i	Above-ground storage tank, including equipment -INSP ONLY	2	\$259	\$211	(\$48)	-18.70%
PR305	Dispensing from underground storage tank: New installation (Single fee for all tanks at a single location) (Aboveground safety/components only)	5	\$738	\$854	\$116	15.72%
PR305i	Dispensing from underground storage tank: New Installation, INSP ONLY (Aboveground safety/components only)	1	\$311	\$211	(\$100)	-32.30%
PR310	Dispensing from Underground storage tank: Repair, alteration, abandonment (Aboveground safety/components only)	8	\$440	\$525	\$85	19.21%
PR315	Hazardous Material Process/Storage for Non - H Occupancies. Use with PR320-PR328. Also for outdoor LPG exchange stations; separate chemical classification review not required.	40	\$668	\$841	\$173	25.87%
PR315i	Hazardous Material Process/Storage for Non - H Occupancies – INSP ONLY	1	\$363	\$211	(\$152)	-41.99%
PR318	Chemical Classification 1-5 Chemicals	35	\$244	\$487	\$243	99.57%
PR320	Chemical Classification Review. 6-15 chemicals	15	\$427	\$810	\$383	89.61%
PR322	Chemical Classification Review 16-50 chemicals	10	\$610	\$899	\$289	47.43%
PR324	Chemical Classification Review. 51-100 chemicals	5	\$854	\$1,168	\$314	36.82%
PR326	Chemical Classification Review. > 100 chemicals	2	\$1,263	\$1,693	\$430	34.08%
PR328	Chemical Classification Review. Unusual chemicals/quantities	1	Hourly Rate	Hourly Rate	N/A	N/A
PR330	High-piled storage: code/commodity compliance	120	\$1,235	\$1,369	\$134	10.83%
PR330i	High-piled storage - INSP ONLY	1	\$605	\$526	(\$79)	-12.99%
PR335	Commercial cooking hood and duct system (per system)	275	\$475	\$607	\$132	27.87%
PR335i	Commercial cooking hood and duct system (per system) - INSP ONLY	1	\$190	\$211	\$21	10.82%
PR340	Refrigeration unit and system: having a refrigerant circuit containing more than 220 pounds of Group A1	14	\$1,045	\$995	(\$50)	-4.78%
PR340i	Refrigeration unit and system – INSP ONLY	1	\$590	\$602	\$12	1.98%
PR345	Spray booth, spraying area: mechanically ventilated appliance provided to enclose or accommodate a	20	\$781	\$854	\$73	9.35%
PR345i	Spray booth, spraying area - INSP ONLY	1	\$415	\$316	(\$99)	-23.89%
PR350	Gas systems: medical gas, industrial gas (including piping and manifolds)	15	\$1,195	\$959	(\$236)	-19.72%
PR350i	Gas systems: medical gas, industrial gas – INSP ONLY	1	\$605	\$316	(\$289)	-47.80%
PR355	Dry Cleaning Plant (cleaning solution) - Quantity must exceed 330 or 660 gals)	1	Hourly Rate	Hourly Rate	N/A	N/A
PR355i	Dry Cleaning Plant (cleaning solution) - Quantity must exceed 330 or 660 gals INSP ONLY	1	Hourly Rate	Hourly Rate	N/A	N/A
PR360	Special equipment: industrial ovens, vapor recovery, dust collection	15	\$927	\$1,033	\$106	11.48%
PR360i	Special equipment: industrial ovens, vapor recovery, dust collection - INSP ONLY	1	\$276	\$211	(\$65)	-23.71%
PR362	Photovoltaic System - Residential Alternative Compliance (Plan Review ONLY)	10	\$154	\$202	\$48	31.05%
PR362i	Photovoltaic System - Residential Alternative Compliance INSP ONLY	1	\$104	\$158	\$54	51.85%
PR363	Photovoltaic System - Commercial (Requested by Building Official) (Plan Review ONLY)	40	\$276	\$269	(\$7)	-2.50%
PR363i	Photovoltaic System - Commercial (Requested by Building Official) - INSP ONLY	5	\$207	\$211	\$4	1.72%
PR365	Special extinguishing system: dry chemical, CO2, FM 200, foam liquid systems, inert gas (Halon, Inergen, etc.)	40	\$742	\$854	\$112	15.10%
PR365i	Special extinguishing system – INSP ONLY	1	\$173	\$211	\$38	21.71%
PR375	Battery Systems, stationary storage and cell sites (chemical quantities require application of CFC Art 64	50	\$680	\$870	\$190	27.88%
PR375i	Battery systems INSP ONLY	1	\$294	\$211	(\$83)	-28.38%
PR380	Smoke control systems; review of rational analysis	2	\$1,452	\$1,541	\$89	6.13%
PR382	Smoke control systems: design/testing – inc. 1 submittal meeting w/customer	3	\$3,232	\$3,348	\$116	3.60%
PR382i	Smoke control systems: design/testing INSP ONLY	1	\$1,451	\$316	(\$1,135)	-78.23%
PR390	Emergency Responder Radio System (FOR INTERNAL TRACKING PURPOSE)	1	\$0	\$0	\$0	0.00%
PR400	NFPA 13D fire sprinkler system: One or two family dwelling - custom home (single lot)	275	\$625	\$667	\$42	6.70%
PR400i	NFPA 13D fire sprinkler system: One or two family dwelling - custom home (single lot) - INSP ONLY	5	\$259	\$263	\$4	1.62%
PR401	NFPA 13D fire sprinkler system: One or two family dwelling - existing home (single lot)	100	\$596	\$630	\$34	5.67%
PR401i	NFPA 13D fire sprinkler system: One or two family dwelling - existing home (single lot) - INSP ONLY	1	\$311	\$316	\$5	1.56%
PR402	TI to NFPA 13D fire sprinkler system: ≤ 25 heads without calculations	125	\$384	\$473	\$89	23.13%
PR402i	TI to NFPA 13D fire sprinkler system: ≤ 25 heads without calculations - INSP ONLY	1	\$242	\$211	(\$31)	-12.99%
PR405	NFPA 13D fire sprinkler system: One or two family dwelling - within new tract developments	400	\$417	\$445	\$28	6.61%
PR405i	NFPA 13D fire sprinkler system: One or two family dwelling - INSP ONLY	4000	\$173	\$211	\$38	21.71%
PR406	NFPA 13D Multi-purpose fire sprinkler system (tract, custom or existing home) (FOR INTERNAL TRACKING PURPOSE)	1	\$0	\$0	\$0	0.00%
PR406i	NFPA 13D Multi-purpose fire sprinkler system (tract, custom or existing home) – INSP ONLY (FOR	1	\$0	\$0	\$0	0.00%
PR410	NFPA 13R fire sprinkler system: Multi-family dwellings 3 to 16 units per building	30	\$718	\$719	\$1	0.21%
PR410i	NFPA 13R fire sprinkler system 3 to 16 units INSP ONLY	75	\$311	\$211	(\$100)	-32.30%
PR415	NFPA 13R fire sprinkler system >16 units	2	\$799	\$854	\$55	6.89%
PR415i	NFPA 13R fire sprinkler system >16 units INSP ONLY	2	\$311	\$316	\$5	1.56%
PR420	New NFPA 13 fire sprinkler system: ≤ 100 heads with 1 riser	35	\$718	\$870	\$152	21.12%
PR420i	New NFPA 13 fire sprinkler system: ≤ 100 heads with 1 riser – INSP ONLY	10	\$311	\$316	\$5	1.56%
PR425	New NFPA 13 fire sprinkler system:>100 fire sprinkler heads w/1 riser	200	\$834	\$959	\$125	15.03%

(a) 2022-23 Hourly Rate = \$230 per hour

ORANGE COUNTY FIRE AUTHORITY

Attachment 2B

PROPOSED FEE SCHEDULE PLANNING AND DEVELOPMENT SERVICES

Effective Date - no later than
July 1, 2022

Fee Code	Service Name	2022/23 Anticipated Annual Volume	2017-18 Adopted Fee	2022-23 Proposed Fee (a)	\$ Change	% Change
PR425i	New NFPA 13 fire sprinkler system: each additional riser OR per floor in buildings >3 stories. - INSP ONLY	500	\$345	\$421	\$76	22.06%
PR430	TI to NFPA 13, 13R fire sprinkler system: ≤ 25 heads without calculations	600	\$370	\$443	\$73	19.62%
PR430i	TI to NFPA 13, 13R fire sprinkler system: ≤ 25 heads without calculations - INSP ONLY	1	\$207	\$211	\$4	1.72%
PR435	TI to NFPA 13, 13R fire sprinkler system: 26 - 99 heads without calculations	177	\$593	\$625	\$32	5.38%
PR435i	TI to NFPA 13, 13R fire sprinkler system: 26 - 99 heads without calculations - INSP ONLY	1	\$328	\$211	(\$117)	-35.80%
PR440	TI to NFPA 13, 13R fire sprinkler system: ≥ 100 heads OR other TIs requiring calculation review	200	\$836	\$905	\$69	8.22%
PR440i	TI to NFPA 13, 13R fire sprinkler system: ≥ 100 heads OR other TIs requiring calculation review - INSP ONLY	1	\$449	\$316	(\$133)	-29.66%
PR445	Pre-action fire sprinkler system: Includes the fire alarm system when submitted together	10	\$555	\$585	\$30	5.39%
PR445i	Pre-action fire sprinkler system: INSP ONLY	1	\$311	\$316	\$5	1.56%
PR450	New or TI to NFPA 13 in-rack fire sprinkler systems	6	\$1,062	\$1,123	\$61	5.76%
PR450i	New or TI to NFPA 13 in-rack sprinkler fire sprinkler systems - INSP ONLY	1	\$432	\$316	(\$116)	-26.89%
PR460	NFPA 14 Class I, II or III standpipes	54	\$790	\$870	\$80	10.08%
PR460i	NFPA 14 standpipes INSP ONLY	9	\$363	\$211	(\$152)	-41.99%
PR465	Fire pump installation	13	\$1,144	\$1,224	\$80	6.95%
PR465i	Fire pump installation - INSP ONLY	3	\$432	\$439	\$7	1.54%
PR470	Underground fire protection system: single hydrant OR single riser connection	210	\$575	\$660	\$85	14.78%
PR470i	Underground fire protection system: single hydrant or riser. INSP ONLY	15	\$311	\$211	(\$100)	-32.30%
PR475	Underground fire protection for each additional connection for hydrants or risers - use with PR470	325	\$182	\$190	\$8	4.45%
PR475i	Underground fire protection system: use with PR475 - INSP ONLY	50	\$121	\$211	\$90	74.02%
PR480	Underground repair	20	\$474	\$495	\$21	4.48%
PR480i	Underground repair – INSP ONLY	1	\$311	\$158	(\$153)	-49.22%
PR500	Fire sprinkler and Fire Alarm monitoring system up to 5 initiating devices and/or up to 20 notification	700	\$318	\$412	\$94	29.68%
PR500i	Fire sprinkler and Fire Alarm monitoring system up to 5 initiating devices and/or up to 20 notification	300	\$155	\$211	\$56	35.85%
PR510	Fire alarm system: 6-15 initiating devices and/or ≤ 21-40 notification devices	140	\$591	\$632	\$41	6.90%
PR510i	Fire alarm system: 6-15 initiating devices and/or ≤ 21-40 notification devices, INSP ONLY	1	\$225	\$228	\$3	1.38%
PR520	Fire alarm system: 16-30 initiating and/or 41-80 notification devices	60	\$999	\$1,087	\$88	8.81%
PR520i	Fire alarm system: 16-30 initiating and/or 41-80 notification devices, INSP ONLY	1	\$449	\$211	(\$238)	-53.10%
PR530	Fire alarm system. >30 initiating devices and/or >80 notification devices	125	\$1,353	\$1,491	\$138	10.17%
PR530i	Fire alarm system. >30 initiating devices and/or >80 notification devices, INSP ONLY	4	\$518	\$263	(\$255)	-49.19%
PR610	Field review/inspection – Underground repair	1	\$390	\$414	\$24	6.12%
PR615	Field Plan Review / Inspection Private CNG refueling appliance within a single family residence. (no	1	Exempt	Exempt	N/A	N/A
PR625	Field Review/ Inspection -Temporary above-ground storage tanks, including equipment	1	\$252	\$273	\$21	8.52%
PR630	Field review/inspection TI to NFPA 13, 13R sprinkler systems: ≤ 25 heads without calculations	200	\$286	\$326	\$40	14.03%
PR635	Field review/inspection TI to NFPA 13, 13R sprinkler systems: 26-99 heads without calculations	55	\$407	\$431	\$24	5.99%
PR900	Coordination/Pre-submittal Meetings: (Initial 2 hours)	30	\$515	\$576	\$61	11.83%
PR905	Written response to inquiry	10	\$412	\$462	\$50	12.09%
PR910	Alternate Method and Material Request - 2 hrs minimum	80	Hourly Rate	Hourly Rate	N/A	N/A
PR920	Plan resubmittal: fee charged on 3rd and each subsequent submittal - 1 hr minimum	425	Hourly Rate	Hourly Rate	N/A	N/A
PR922	Plan revision	555	Hourly Rate	Hourly Rate	N/A	N/A
PR924	Re-stamp of plans with wet stamp when submitted with approved plans	35	Hourly Rate	Hourly Rate	N/A	N/A
PR926	Accelerated plan review (fee is in addition to base fee assessed for plan review) - 1 hr minimum	50	50% of Hourly Rate	50% of Hourly Rate	N/A	N/A
PR928	Plan Review time and materials fee: Charged for miscellaneous applications such as unusual time intensive projects, research, travel time, etc. - 1 hr minimum	250	Hourly Rate	Hourly Rate	N/A	N/A
PR938i	13D Reinspection 1-10	1	\$153	\$153	\$0	0.00%
PR939i	13D Reinspection 11+	1	\$205	\$205	\$0	0.00%
PR940i	Inspection time and materials fee: Charged for miscellaneous applications such as Time Intensive projects, research, travel time, etc. - 1 hr minimum	1	Hourly Rate	Hourly Rate	N/A	N/A
PR942i	Re-inspection fee: Charged when project is not completed or cannot be approved during regular inspection	1	\$205	Hourly Rate	N/A	N/A
PR943	Penalty for Failure to Cancel Scheduled Inspection	1	50% of inspection fee	50% of inspection fee	N/A	N/A
PR944i	Accelerated Inspection Request (fee is in addition to base fee assessed for inspection) - 1 hr minimum	1	50% of Hourly Rate	50% of Hourly Rate	N/A	N/A

ORANGE COUNTY FIRE AUTHORITY

Attachment 2B

PROPOSED FEE SCHEDULE

PREVENTION FIELD SERVICES

Effective Date - no later than

July 1, 2022

Fee Code	Service Name	2022/23 Anticipated Annual Volume	2017-18 Adopted Fee (b)	2022-23 Proposed Fee (a), (b)	\$ Change	% Change
AA1	Aerosol – Issuance	4	\$147	\$160	\$13	8.84%
AA1R	Aerosol - Reissuance	40	\$68	\$77	\$9	13.24%
AA2	Aircraft Refueling – Issuance	1	\$360	\$392	\$32	8.89%
AA2R	Aircraft Refueling – Reissuance	6	\$225	\$253	\$28	12.44%
AA3	Aviation Facility – Issuance	3	Hourly Rate	Hourly Rate	N/A	N/A
AA3R	Aviation Facility – Reissuance	3	Hourly Rate	Hourly Rate	N/A	N/A
AA5	Waste Handling – Issuance	1	Hourly Rate	Hourly Rate	N/A	N/A
AA5R	Waste Handling – Reissuance	12	Hourly Rate	Hourly Rate	N/A	N/A
AA6	Amusement Building – Issuance	1	Hourly Rate	Hourly Rate	N/A	N/A
AA6R	Amusement Building – Reissuance	1	Hourly Rate	Hourly Rate	N/A	N/A
AC1	Candles/Open flame – Issuance	5	\$108	\$118	\$10	9.26%
AC1R	Candles/Open flame – Reissuance	60	\$68	\$77	\$9	13.24%
AC2	Carnival or Fair – Issuance	20	Hourly Rate	Hourly Rate	N/A	N/A
AC6	Combustible Material Storage – Issuance	3	Hourly Rate	Hourly Rate	N/A	N/A
AC6R	Combustible Material Storage – Reissuance	10	Hourly Rate	Hourly Rate	N/A	N/A
AC71	Compressed Gas – Corrosive Issuance	8	\$164	\$178	\$14	8.54%
AC71R	Compressed Gas – Corrosive Reissuance	8	\$86	\$96	\$10	11.63%
AC710	Compressed Gas-Toxic - Issuance	5	\$164	\$178	\$14	8.54%
AC710R	Compressed Gas-Toxic - Reissuance	5	\$86	\$96	\$10	11.63%
AC72	Compressed Gas – Flammable Gas Issuance	10	\$164	\$178	\$14	8.54%
AC72R	Compressed Gas – Flammable Gas Reissuance	45	\$86	\$96	\$10	11.63%
AC73	Compressed Gas-Highly Toxic - Issuance	1	\$164	\$178	\$14	8.54%
AC73R	Compressed Gas-Highly Toxic - Reissuance	1	\$86	\$96	\$10	11.63%
AC74	Compressed Gas – Inert Gas Issuance	6	\$114	\$125	\$11	9.65%
AC74R	Compressed Gas – Inert Gas Reissuance	35	\$68	\$77	\$9	13.24%
AC76	Compressed Gas-Oxidizer - Issuance	10	\$164	\$178	\$14	8.54%
AC76R	Compressed Gas-Oxidizer - Reissuance	45	\$86	\$96	\$10	11.63%
AC77	Compressed Gas – Pyrophoric - Issuance	1	\$155	\$175	\$20	12.90%
AC77R	Compressed Gas – Pyrophoric - Reissuance	1	\$86	\$96	\$10	11.63%
AC91	Cryogenics – Physical or Health Hazard - Issuance	1	\$82	\$89	\$7	8.54%
AC91R	Cryogenics – Physical or Health Hazard - Reissuance	2	\$68	\$77	\$9	13.24%
AC92	Cryogen – Flammable Issuance	5	\$147	\$160	\$13	8.84%
AC92R	Cryogen – Flammable Reissuance	5	\$86	\$96	\$10	11.63%
AC94	Cryogen – Inert Issuance	5	\$82	\$89	\$7	8.54%
AC94R	Cryogen – Inert Reissuance	45	\$68	\$77	\$9	13.24%
AC95	Cryogen – Oxidizer Issuance	2	\$98	\$107	\$9	9.18%
AC95R	Cryogen – Oxidizer Reissuance	15	\$68	\$77	\$9	13.24%
AD11	Dry Cleaning Plants - Package Issuance	1	\$82	\$89	\$7	8.54%
AD11R	Dry Cleaning Plants – Package Reissuance	1	\$68	\$77	\$9	13.24%
AD2	Dust Producing Operations - Issuance	5	\$164	\$178	\$14	8.54%
AD2R	Dust Producing Operations - Reissuance	80	\$103	\$116	\$13	12.62%
AE1	Explosives/Blasting Condition with OCSD Approval – Issuance	1	Hourly Rate	Hourly Rate	N/A	N/A
AF1	Firework Stands	115	\$122	\$138	\$16	13.11%
AF2	Outdoor Fireworks Display, such as July 4th displays	20	\$1,876	\$2,064	\$188	10.02%
AF21	Outdoor Fireworks Display, such as home coming & barge display	20	\$469	\$531	\$62	13.22%
AF22	Pyrotechnics/Special Effects Materials	8	\$801	\$873	\$72	8.99%
AF31	Flammable Combustible Liquids – Issuance to use or operate a pipeline	1	Hourly Rate	Hourly Rate	N/A	N/A
AF31R	Flammable Combustible Liquids - Reissuance	1	Hourly Rate	Hourly Rate	N/A	N/A
AF32	Flammable Liquids – Issuance Class I liquids (5 gallons inside/10 gallons outside)	25	\$164	\$178	\$14	8.54%
AF32R	Flammable Combustible Liquids – Reissuance	375	\$86	\$96	\$10	11.63%
AF33	Combustible Liquids – Issuance. To store, use or handle Class II or IIIA liquids in excess of 25 gallons inside or 60 gallons outside.	20	\$164	\$178	\$14	8.54%
AF33R	Combustible Liquids – Reissuance	220	\$86	\$96	\$10	11.63%

(a) 2022-23 Hourly Rate = \$230 per hour

(b) Excluded M150 Base Fee

ORANGE COUNTY FIRE AUTHORITY

Attachment 2B

PROPOSED FEE SCHEDULE

PREVENTION FIELD SERVICES

Effective Date - no later than
July 1, 2022

Fee Code	Service Name	2022/23 Anticipated Annual Volume	2017-18 Adopted Fee (b)	2022-23 Proposed Fee (a), (b)	\$ Change	% Change
AF35	Flammable Combustible Liquids – Issuance. To operate tank vehicles, equipment, tanks, plants, terminals, wells, etc.	5	\$164	\$178	\$14	8.54%
AF35R	Flammable Combustible Liquids – Reissuance	250	\$86	\$96	\$10	11.63%
AH11	Hazardous Materials – Oxidizing Issuance	4	\$164	\$178	\$14	8.54%
AH110	Hazardous Materials – Water Reactive Issuance	1	\$82	\$89	\$7	8.54%
AH110R	Hazardous Materials – Water Reactive Reissuance	20	\$86	\$96	\$10	11.63%
AH11R	Hazardous Materials – Oxidizing Reissuance	50	\$86	\$96	\$10	11.63%
AH12	Hazardous Materials – Corrosive Issuance	20	\$164	\$178	\$14	8.54%
AH12R	Hazardous Materials – Corrosive Reissuance	150	\$86	\$96	\$10	11.63%
AH13	Hazardous Materials – Flammable Solids Issuance	1	\$164	\$178	\$14	8.54%
AH13R	Hazardous Materials – Flammable Solids Reissuance	10	\$86	\$96	\$10	11.63%
AH14	Hazardous Materials – Highly Toxic Issuance	1	\$157	\$171	\$14	8.92%
AH14R	Hazardous Materials – Highly Toxic Reissuance	25	\$79	\$89	\$10	12.66%
AH15	Hazardous Materials – Organic Peroxide Issuance	1	\$157	\$171	\$14	8.92%
AH15R	Hazardous Materials – Organic Peroxide Reissuance	5	\$79	\$89	\$10	12.66%
AH16	Hazardous Materials – Pyrophoric Issuance	1	\$157	\$171	\$14	8.92%
AH16R	Hazardous Materials – Pyrophoric Reissuance	2	\$79	\$89	\$10	12.66%
AH18	Hazardous Materials – Toxic Issuance	6	\$164	\$178	\$14	8.54%
AH18R	Hazardous Materials – Toxic Reissuance	55	\$75	\$82	\$7	9.33%
AH19	Hazardous Materials – Unstable Reactive Issuance	1	\$164	\$178	\$14	8.54%
AH19R	Hazardous Materials – Unstable Reactive Reissuance	12	\$86	\$96	\$10	11.63%
AH3	High Piled Combustible - Issuance	10	\$327	\$356	\$29	8.87%
AH3R	High Piled Combustible Reissuance	300	\$173	\$195	\$22	12.72%
AL1	Liquefied Petroleum Gas – Issuance	5	\$79	\$89	\$10	12.66%
AL1R	Liquefied Petroleum Gas - Reissuance	90	\$68	\$77	\$9	13.24%
AL2	Liquid- or Gas-Fueled Vehicles or Equipment in Assembly Buildings – Issuance/Reissuance	1	Hourly Rate	Hourly Rate	N/A	N/A
AL3	Lumber Yards and Woodworking Plants – Issuance	1	\$262	\$285	\$23	8.78%
AL3R	Lumber Yards and Woodworking Plants - Reissuance	2	\$173	\$195	\$22	12.72%
AM1	Magnesium Working – Issuance/Reissuance	1	Hourly Rate	Hourly Rate	N/A	N/A
AM2	Open and Covered Malls - Issuance/Reissuance	8	\$563	\$613	\$50	8.88%
AM3	Motor Vehicle Fuel Dispensing – Issuance	5	\$114	\$125	\$11	9.65%
AM31	Motor Vehicle Fuel Dispensing – Package Issuance	1	\$65	\$71	\$6	9.23%
AM31R	Motor Vehicle Fuel Dispensing – Package Reissuance	4	\$68	\$77	\$9	13.24%
AM3R	Motor Vehicle Fuel Dispensing - Reissuance	40	\$68	\$77	\$9	13.24%
AO1	Open Burning/Fire – Issuance	1	Hourly Rate	Hourly Rate	N/A	N/A
AO3	Industrial Ovens – Issuance	5	\$114	\$125	\$11	9.65%
AO3R	Industrial Ovens - Reissuance	80	\$68	\$77	\$9	13.24%
AP21 to AP22	Assembly, <300 occupants - Issuance	40	\$487	\$633	\$146	29.98%
AP21R to AP22R	Assembly, <300 occupants - Reissuance	1250	\$330	\$428	\$98	29.70%
AP23 to AP25	Assembly, >300 occupants - Issuance	5	\$786	\$1,023	\$237	30.15%
AP23R to AP25R	Assembly, >300 occupants - Reissuance	750	\$409	\$530	\$121	29.58%
AR2	Refrigeration Equipment – Issuance	5	\$262	\$285	\$23	8.78%
AR2R	Refrigeration Equipment – Reissuance	90	\$120	\$136	\$16	13.33%
AR3	Repair and Service Garage – Issuance	5	\$213	\$232	\$19	8.92%
AR31	Repair and Service Garage < 5000 sq ft – Package Issuance	5	\$196	\$214	\$18	9.18%
AR31R	Repair and Service Garage < 5000 sq ft – Package Reissuance	375	\$155	\$175	\$20	12.90%

(a) 2022-23 Hourly Rate = \$230 per hour

(b) Excluded M150 Base Fee

ORANGE COUNTY FIRE AUTHORITY

Attachment 2B

PROPOSED FEE SCHEDULE PREVENTION FIELD SERVICES

Effective Date - no later than
July 1, 2022

Fee Code	Service Name	2022/23 Anticipated Annual Volume	2017-18 Adopted Fee (b)	2022-23 Proposed Fee (a), (b)	\$ Change	% Change
AR3R	Repair and Service Garage – Reissuance	145	\$155	\$175	\$20	12.90%
AS1	Spraying or Dipping Operation – Issuance	5	\$311	\$339	\$28	9.00%
AS1R	Spraying or Dipping Operation - Reissuance	80	\$68	\$77	\$9	13.24%
AT1	Tent/Membrane Structure – Issuance	15	Hourly Rate	Hourly Rate	N/A	N/A
AT1.1	Canopy Structure – Issuance	100	Hourly Rate	Hourly Rate	N/A	N/A
AT2	Storage of Scrap Tires, Tire Byproducts, & Tire Rebuilding – Issuance	5	Hourly Rate	Hourly Rate	N/A	N/A
AT2R	Storage of Scrap Tires, Tire Byproducts, & Tire Rebuilding – Reissuance	15	Hourly Rate	Hourly Rate	N/A	N/A
AW1	Hot Work - Issuance.	3	\$114	\$125	\$11	9.65%
AW11	Welding Carts Flammable gas up to 1000 cuft and Oxidizing gas up to 1500 cuft - Package Issuance	10	\$120	\$136	\$16	13.33%
AW11R	Welding Carts Flammable gas up to 1000 cuft and Oxidizing gas up to 1500 cuft - Package Reissuance	300	\$68	\$77	\$9	13.24%
AW1R	Hot Work - Reissuance.	58	\$68	\$77	\$9	13.24%
J200	Reinspection – Flat rate for any inspection after the 1st (Applies to all CRR fees)	50	Hourly Rate	Hourly Rate	N/A	N/A
J201	Penalty \$250 – Failure to comply with 1st orders, tags or notices (Applies to all CRR fees)	1	\$250	\$250	\$0	0.00%
J202	Penalty \$500 – Failure to comply with 2nd orders, tags or notices (Applies to all CRR fees)	1	\$500	\$500	\$0	0.00%
J203	Penalty \$1000 – Failure to comply with 3rd or more orders, tags or notices (Applies to all CRR fees)	1	\$1,000	\$1,000	\$0	0.00%
M100	Correctional or Detentional Facility – Large (i.e. full scale jails, prisons, and places of detention)	1	\$491	\$535	\$44	8.96%
M101	Correctional or Detentional Facility – Small (i.e. holding cells)	1	\$196	\$214	\$18	9.18%
M102	High Rise Facility > 75 Feet	100	\$1,065	\$1,220	\$155	14.55%
M103	Mid Rise Facility 55 - 74 Feet	10	\$589	\$642	\$53	9.00%
M121	Care Facility for more than 6 ambulatory & non-ambulatory clients	101	\$292	\$321	\$29	9.93%
M123	Hospitals, Nursing homes, Mental hospitals, and Surgery Centers	11	\$834	\$909	\$75	8.99%
M124	Community Care Facility (i.e. clearance letter, large family day, & etc.)	5	\$98	\$107	\$9	9.18%
M125	Pre-Inspection Residential Care Facility (i.e. Single Family Residences)	1	\$393	\$428	\$35	8.91%
M128	Permits Special Event - Applied to all Special Events that require operational permits	200	N/A	\$71	N/A	N/A
M129	Over the Counter Special Events – Events that may impact emergency operations equipment or access and may only require an over the counter submittal	65	N/A	\$53	N/A	N/A
M130	Miscellaneous Special Events – Events that may impact emergency operations equipment or access and may only require an over the counter submittal	65	\$48	\$107	\$59	122.92%
M131	Minor Special Events – Events that may impact emergency operations equipment or access and have attendance or participation by less than 2,500 people.	20	\$147	\$160	\$13	8.84%
M132	Major Special Events – Events that impact emergency operations equipment or access or have attendance, participation, or mass gathering of more than 2,500 people.	25	\$294	\$321	\$27	9.18%
M133	Special Event Expedite Fee for <10 days submittal	1	50%	50%	\$0	0.00%
M140	Fire Watch - Requested	1	Hourly Rate	Hourly Rate	N/A	N/A
M141	Standby – Engine Company – Board approved cost recovery rate	1	Hourly Rate	Hourly Rate	N/A	N/A
M150	Base Fee	5752	\$70	\$78	\$8	11.43%
M151	Alternate Means & Methods	1	Hourly Rate	Hourly Rate	N/A	N/A
M152	All other time to be charged as Time and Materials	1	Hourly Rate	Hourly Rate	N/A	N/A

(a) 2022-23 Hourly Rate = \$230 per hour

(b) Excluded M150 Base Fee

ORANGE COUNTY FIRE AUTHORITY

Attachment 2B

PROPOSED FEE SCHEDULE

PREVENTION FIELD SERVICES

Effective Date - no later than
July 1, 2022

Fee Code	Service Name	2022/23 Anticipated Annual Volume	2017-18 Adopted Fee (b)	2022-23 Proposed Fee (a), (b)	\$ Change	% Change
False Alarm						
	False Alarm - 2nd within 6 months (Penalty fees are not included with the annual S&EB increase)	1	\$100	\$100	\$0	0.00%
	Failure to comply with orders, tags or notices - 3rd false alarm within 6 months (Penalty fees are not included with the annual S&EB increase)	1	\$250	\$250	\$0	0.00%
	Failure to comply with orders, tags or notices - 4th false alarm within 6 months (Penalty fees are not included with the annual S&EB increase)	1	\$500	\$500	\$0	0.00%
	Failure to comply with orders, tags or notices - 5th and subsequent false alarm within 6 months (Penalty fees are not included with the annual S&EB increase)	1	\$1,000	\$1,000	\$0	0.00%
800 MHz Radio Loaner/Rental Program						
	Loaning of the preprogramed 800 MHz radio including radio, batteries, and desk charger to OCFA approved and FCC licensed technicians to facilitate the annual testing required for emergency responder radio system installation.	1	\$75 per month	\$75 per month	N/A	N/A

(a) 2022-23 Hourly Rate = \$230 per hour

(b) Excluded M150 Base Fee

ORANGE COUNTY FIRE AUTHORITY
Schedule of Public Record Request Fees and Charges

<u>SERVICES</u>	<u>AMOUNT</u>
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DUPLICATION FEES

Duplication General:

Copy Rate.....	\$0.10 per page
CD/DVD Disks*	\$1.30 per CD/DVD, plus postage if mailed
Photographs.....	actual cost

Fair Political Practices Commission (FPPC) Filings (Fees per California Gov. Code § 81008):

Filings/Statements	\$ 0.10 per page <u>or</u> current FPPC rate
Retrieval Fee	\$5.00 for copies/reports 5+ years old <u>or</u> current FPPC rate

Report s/Maps:

After Action Reports	posted reports available on-line at no charge
Annual Financial Report	current fiscal year available on-line at no charge
Budget	current fiscal year available on-line at no charge
Property Related Records (Community Right to Know Reports).....	\$2.50 per address
Fire Incident/Fire Investigation/Paramedic Reports	\$0.10 per page, plus
.....	postage if mailed or
.....	\$0 for electronic transmittal
Reports prepared by Consultants	actual cost
Geographic Information System (GIS)/Battalion/Division Maps.....	actual cost

Specialized Reports/Maps:

Creation of special computer-generated reports/Maps Current Hourly Rate, in 15 minutes increment** plus \$0.10 per page, plus postage if mailed or \$0 for electronic transmittal

Position Title	Current Hourly Rate (Fully Burdened) **
IT Analyst	\$105.51
IT Manager	\$152.57
Management Assistant	\$64.03
Senior Management Analyst	\$118.71

Requiring research of records, analysis, compilation	Actual cost per hour for the first hour, thereafter billed in ¼ hour increments + \$0.10 per page
911 Audio Recording*	\$1.30 per CD/DVD, plus postage if mailed <u>or</u>
.....	\$0 for electronic transmittal

Subscriptions (Via US Mail):

Minutes.....	\$35.00 per year/per body
Agendas.....	\$35.00 per year/per body
Agenda Packet	\$25.00 per packet plus postage, if applicable

Note: All agenda items are available on-line at no charge

MISCELLANEOUS SERVICES FEES

Certification	\$2.00 per document
Delivery Service.....	actual cost
Email Server Search*.....	\$0.10 per page, plus postage if mailed or \$0 for electronic transmittal
Fax Transmissions	\$0.10 per page/paid prior to transmission in-lieu of duplication fee
Notary Fees (per CA Government Code § 8211 and 8223).....	\$10.00 per signature or current rate
Postage	current US Postage Rates
Record Retrieval – Offsite Storage.....	\$20 per box (actual cost)

SUBPOENA FEES (per California Gov. Code §68096.1 & 68097.2)

Subpoena for Records	\$15.00 deposit applied toward actual costs <u>or</u>current State rate
Subpoena for Witness	\$275.00 deposit applied toward actual witness expenses <u>or</u>current State rate

WAIVER OF FEES

The above fees may be waived at the discretion of the Fire Chief or designee concerned when it is clear that the general public and/or OCFA will benefit by providing the service at no cost.

- (a) Examples of the types of service for which the above fees may be waived are as follows:
- (1) Requests from City Officials, Board Members, etc. for business purposes
 - (2) Requests from individuals or firms directly concerned with pending actions of the Board of Directors or Executive Committee, which require their attendance at a Public Hearing or when legal notice is required.
 - (3) Requests from other Public agencies, including law enforcement agencies and the District Attorney, in cases of cooperative exchange of information.
- (b) Decisions on questionable items shall be made by the Fire Chief or designee.

LATE FEES

A 10% late fee may be assessed on past due accounts if payment is not received by the original due date. Late fee assessments applicable to this policy include, but are not limited to

- Ambulance – Advanced Life Support (ALS)/Basic Life Support (BLS) supply reimbursements
- Fire Prevention Activities
- Special Activities requiring a permit
- And any other OCFA miscellaneous billings including but not limited to Fire Restitution

***The California Public Records Act provides that a fee may be charged to cover the *direct costs* incurred in duplicating records or information requested. In most scenarios, requesters are only responsible for the direct cost associated with producing duplicate copies of the records in physical or electronic form, not including the costs of staff time conducting searches. However, requests are subject to charge when the electronic records sought require data compilation, extraction, or programming to produce the record. A deposit in advance will be required prior to production.**

ORANGE COUNTY FIRE AUTHORITY

Attachment 3

PROPOSED FEE SCHEDULE PLANNING AND DEVELOPMENT SERVICES

Effective Date - no later than
July 1, 2022

Fee Code	Service Name	2022-23 Proposed Fee (a)
PR100	California Environmental Quality Act (CEQA), Environmental Impact Report (EIR), Notice of Preparation (NOP), and Advance Planning	\$426
PR104	Small Project CUP - Single Family Residence, Commercial Remodel, New Commercial Building without on-site access	\$404
PR105	Development Plan/Site Review	\$538
PR110	Map review (A map) -- tentative tract map/screen check	\$538
PR115	Final map review (B Map) and/or clearance letter for print of linen	\$269
PR120	Conceptual fuel modification - Multi-Dwelling or Commercial Area (Plan Review ONLY)	\$1,081
PR121	Conceptual fuel modification - Single Family Dwelling (Plan Review ONLY)	\$702
PR124	Precise fuel modification (includes vegetation clearance inspection for lumber drop, final, and HOA	\$1,289
PR124i	Precise fuel modification – INSP ONLY	\$368
PR125	Precise fuel modification – Single Family Dwelling	\$755
PR125i	Precise fuel modification – Single Family Dwelling INSP ONLY	\$333
PR127i	Fuel Modification Maintenance Inspection -Customer requested or complaint initiated for Tract Development	\$737
PR145	Fire master plan – Emergency access and fire hydrant location, fire lane markings, or vehicle gates across emergency access drives	\$749
PR145i	Fire master plan – Emergency access and fire hydrant location, fire lane markings, or vehicle gates -	\$263
PR146	Fire protection plan – an alternative to CBC Chapter 7A construction requirements for development in a fire hazard severity zone (Plan Review ONLY)	\$507
PR147	Fire protection plan – "Add-on" 7A to large "Parent" Fire Protection Plan (Plan Review ONLY)	\$211
PR150	Fire master plan – public school	Exempt
PR155	Temporary fire master plan - proposed emergency access these roads will not remain once the project is	\$614
PR155i	Temporary fire master plan - proposed emergency access these roads will not remain once the project is	\$193
PR160	Residential site review for single family dwelling consisting of one or two units (Plan Review ONLY)	\$359
PR160i	Residential site review for single family dwelling – INSP ONLY	\$158
PR172	Methane testing, findings, & recommendations (Currently included with the Methane work plan)	\$625
PR174	Methane mitigation plan	\$538
PR180	Vehicle or pedestrian gates across emergency access roads	\$547
PR180i	Vehicle or pedestrian gates across emergency access roads- INSP ONLY	\$123
PR182	Unenclosed accessory structure/outdoor fire place/fire pit in special fire areas. Inspection not required	\$91
PR184	Speed hump review and drive test	\$995
PR186	Operations pre-planning automation. Fee waived if criteria on handout are satisfied	\$632
PR192	Addressing Layout Developments - Commercial/Residential	Hourly Rate
PR200	All A Occupancy > 10,000 square feet aggregate	\$1,872
PR200i	All A Occupancy > 10,000 square feet aggregate INSP ONLY	\$368
PR204	All A Occupancy ≤ 10,000 square feet aggregate area)	\$1,356
PR204i	All A Occupancy ≤ 10,000 square feet aggregate area) INSP ONLY	\$368
PR208	All A ≤ 1500 square feet	\$959
PR208i	All A ≤ 1500 sq. ft. INSP ONLY	\$263
PR212	Educational other than day care (Plan Review ONLY)	\$807
PR212i	Educational other than day care - INSP ONLY	\$211
PR216	Day Care E or I-4 (Portable or re-locatable < 1000 sq. ft.) aggregate (Plan Review ONLY)	\$538
PR216i	Day Care E or I-4 (Portable or re-locatable < 1000 sq. ft.) INSP ONLY	\$263
PR220	E Day Care or I-4 (see PR212 for any combination of E occupancies sharing common egress) (Plan	\$1,076
PR220i	E Day Care or I-4 - INSP ONLY	\$316
PR224	B,F,M,S occupancies when required by Building Official (Plan Review ONLY)	\$650
PR224i	B,F,M,S occupancies - INSP ONLY	\$316
PR232	H1, H2, H3, H4 or L Occupancy - Chemical classification fee (PR320-PR328) also required	\$1,498

(a) 2022-23 Hourly Rate = \$230 per hour

Page 1

ORANGE COUNTY FIRE AUTHORITY

Attachment 3

PROPOSED FEE SCHEDULE PLANNING AND DEVELOPMENT SERVICES

Effective Date - no later than
July 1, 2022

Fee Code	Service Name	2022-23 Proposed Fee (a)
PR232i	H1, H2, H3, H4, or L Occupancy Chemical classification fee (PR320-PR328) INSP ONLY	\$421
PR236	S1 - Motor Vehicle Repair Garages (Chem class fee included for above ground hazardous materials)	\$1,041
PR236i	S1 - Motor Vehicle Repair Garages INSP ONLY	\$368
PR240	S1 -Aircraft Repair Hanger (Chem class fee, (PR320-PR328) also required)	Hourly Rate
PR240i	S1 -Aircraft Repair Hanger INSP ONLY	Hourly Rate
PR244	H5 Occupancy (Chem class fee (PR320-PR328), also required) (Plan Review ONLY)	Hourly Rate
PR244i	H5 Occupancy INSP ONLY	Hourly Rate
PR248	Structures with non-ambulatory or incapacitated occupants (I-1, I-2, I-2.1, R-2.1 occupancies)	Hourly Rate
PR248i	Structures with non-ambulatory or incapacitated occupants. (I-1, I-2, I-2.1, R-2.1 occupancies) INSP ONLY	Hourly Rate
PR256	I3: Structures with restrained occupants, 3 cells or less	\$637
PR256i	I3: Structures with restrained occupants, 3 cells or less - INSP ONLY	\$211
PR260	I3: Structures with restrained occupants, more than 3 cells	\$1,065
PR260i	I3: Structures with restrained occupants, more than 3 cells INSP ONLY	\$526
PR264	R1 or R2 Hotels, motels, apartments, condominiums with ≤ 50 dwelling units per building	\$538
PR268	R1 or R2 Hotels, motels, apartments, condominiums with 51 to 150 dwelling units per building.	\$1,392
PR268i	R1 or R2 Hotels, motels, apartments, condominiums with 51 to 150 dwelling units per building INSP ONLY	\$316
PR272	R1 or R2 Hotels, motels, apartments, condominiums with > 150 dwelling units per building.	Hourly Rate
PR272i	R1 or R2 Hotels, motels, apartments, condominiums with > 150 dwelling units per building INSP ONLY	\$526
PR276	R4 licensed residential care/ assisted living facilities and similar uses serving 7-16 clients. Facilities serving 6 or less clients, submit only to PFS.	Hourly Rate
PR276i	R4 licensed residential care/ assisted living facilities and similar uses serving 7-16 clients. INSP ONLY	\$421
PR285	Hi-Rise: Structures that are 75' or higher measured from lowest point of fire department access	\$2,705
PR285i	High-rise: Structures that are 75' or higher in height - INSP ONLY	\$263
PR300	Above-ground storage tank, including equipment (see PR625 for temporary above-ground storage tanks)	\$825
PR300i	Above-ground storage tank, including equipment -INSP ONLY	\$211
PR305	Dispensing from underground storage tank: New installation (Single fee for all tanks at a single location) (Aboveground safety/components only)	\$854
PR305i	Dispensing from underground storage tank: New Installation, INSP ONLY (Aboveground safety/components only)	\$211
PR310	Dispensing from Underground storage tank: Repair, alteration, abandonment (Aboveground safety/components only)	\$525
PR315	Hazardous Material Process/Storage for Non - H Occupancies. Use with PR320-PR328. Also for outdoor LPG exchange stations; separate chemical classification review not required.	\$841
PR315i	Hazardous Material Process/Storage for Non - H Occupancies – INSP ONLY	\$211
PR318	Chemical Classification 1-5 Chemicals	\$487
PR320	Chemical Classification Review. 6-15 chemicals	\$810
PR322	Chemical Classification Review 16-50 chemicals	\$899
PR324	Chemical Classification Review. 51-100 chemicals	\$1,168
PR326	Chemical Classification Review. > 100 chemicals	\$1,693
PR328	Chemical Classification Review. Unusual chemicals/quantities	Hourly Rate
PR330	High-piled storage: code/commodity compliance	\$1,369
PR330i	High-piled storage - INSP ONLY	\$526
PR335	Commercial cooking hood and duct system (per system)	\$607
PR335i	Commercial cooking hood and duct system (per system) - INSP ONLY	\$211
PR340	Refrigeration unit and system: having a refrigerant circuit containing more than 220 pounds of Group A1	\$995
PR340i	Refrigeration unit and system – INSP ONLY	\$602

(a) 2022-23 Hourly Rate = \$230 per hour

Page 2

ORANGE COUNTY FIRE AUTHORITY

Attachment 3

PROPOSED FEE SCHEDULE PLANNING AND DEVELOPMENT SERVICES

Effective Date - no later than
July 1, 2022

Fee Code	Service Name	2022-23 Proposed Fee (a)
PR345	Spray booth, spraying area: mechanically ventilated appliance provided to enclose or accommodate a	\$854
PR345i	Spray booth, spraying area - INSP ONLY	\$316
PR350	Gas systems: medical gas, industrial gas (including piping and manifolds)	\$959
PR350i	Gas systems: medical gas, industrial gas – INSP ONLY	\$316
PR355	Dry Cleaning Plant (cleaning solution) - Quantity must exceed 330 or 660 gals)	Hourly Rate
PR355i	Dry Cleaning Plant (cleaning solution) - Quantity must exceed 330 or 660 gals INSP ONLY	Hourly Rate
PR360	Special equipment: industrial ovens, vapor recovery, dust collection	\$1,033
PR360i	Special equipment: industrial ovens, vapor recovery, dust collection - INSP ONLY	\$211
PR362	Photovoltaic System - Residential Alternative Compliance (Plan Review ONLY)	\$202
PR362i	Photovoltaic System - Residential Alternative Compliance INSP ONLY	\$158
PR363	Photovoltaic System - Commercial (Requested by Building Official) (Plan Review ONLY)	\$269
PR363i	Photovoltaic System - Commercial (Requested by Building Official) - INSP ONLY	\$211
PR365	Special extinguishing system: dry chemical, CO2, FM 200, foam liquid systems, inert gas (Halon, Inergen, etc.)	\$854
PR365i	Special extinguishing system – INSP ONLY	\$211
PR375	Battery Systems, stationary storage and cell sites (chemical quantities require application of CFC Art 64	\$870
PR375i	Battery systems INSP ONLY	\$211
PR380	Smoke control systems; review of rational analysis	\$1,541
PR382	Smoke control systems: design/testing – inc. 1 submittal meeting w/customer	\$3,348
PR382i	Smoke control systems: design/testing INSP ONLY	\$316
PR390	Emergency Responder Radio System (FOR INTERNAL TRACKING PURPOSE)	\$0
PR400	NFPA 13D fire sprinkler system: One or two family dwelling - custom home (single lot)	\$667
PR400i	NFPA 13D fire sprinkler system: One or two family dwelling - custom home (single lot) - INSP ONLY	\$263
PR401	NFPA 13D fire sprinkler system: One or two family dwelling - existing home (single lot)	\$630
PR401i	NFPA 13D fire sprinkler system: One or two family dwelling - existing home (single lot) - INSP ONLY	\$316
PR402	TI to NFPA 13D fire sprinkler system: ≤ 25 heads without calculations	\$473
PR402i	TI to NFPA 13D fire sprinkler system: ≤ 25 heads without calculations - INSP ONLY	\$211
PR405	NFPA 13D fire sprinkler system: One or two family dwelling - within new tract developments	\$445
PR405i	NFPA 13D fire sprinkler system: One or two family dwelling - INSP ONLY	\$211
PR406	NFPA 13D Multi-purpose fire sprinkler system (tract, custom or existing home) (FOR INTERNAL TRACKING PURPOSE)	\$0
PR406i	NFPA 13D Multi-purpose fire sprinkler system (tract, custom or existing home) – INSP ONLY (FOR	\$0
PR410	NFPA 13R fire sprinkler system: Multi-family dwellings 3 to 16 units per building	\$719
PR410i	NFPA 13R fire sprinkler system 3 to 16 units INSP ONLY	\$211
PR415	NFPA 13R fire sprinkler system >16 units	\$854
PR415i	NFPA 13R fire sprinkler system >16 units INSP ONLY	\$316
PR420	New NFPA 13 fire sprinkler system: ≤ 100 heads with 1 riser	\$870
PR420i	New NFPA 13 fire sprinkler system: ≤ 100 heads with 1 riser – INSP ONLY	\$316
PR425	New NFPA 13 fire sprinkler system: >100 fire sprinkler heads w/1 riser	\$959
PR425i	New NFPA 13 fire sprinkler system: each additional riser OR per floor in buildings >3 stories. - INSP ONLY	\$421
PR430	TI to NFPA 13, 13R fire sprinkler system: ≤ 25 heads without calculations	\$443
PR430i	TI to NFPA 13, 13R fire sprinkler system: ≤ 25 heads without calculations - INSP ONLY	\$211
PR435	TI to NFPA 13, 13R fire sprinkler system: 26 - 99 heads without calculations	\$625
PR435i	TI to NFPA 13, 13R fire sprinkler system: 26 - 99 heads without calculations - INSP ONLY	\$211
PR440	TI to NFPA 13, 13R fire sprinkler system: ≥ 100 heads OR other TIs requiring calculation review	\$905
PR440i	TI to NFPA 13, 13R fire sprinkler system: ≥ 100 heads OR other TIs requiring calculation review - INSP ONLY	\$316
PR445	Pre-action fire sprinkler system: Includes the fire alarm system when submitted together	\$585

(a) 2022-23 Hourly Rate = \$230 per hour

ORANGE COUNTY FIRE AUTHORITY

Attachment 3

PROPOSED FEE SCHEDULE PLANNING AND DEVELOPMENT SERVICES

Effective Date - no later than
July 1, 2022

Fee Code	Service Name	2022-23 Proposed Fee (a)
PR445i	Pre-action fire sprinkler system: INSP ONLY	\$316
PR450	New or TI to NFPA 13 in-rack fire sprinkler systems	\$1,123
PR450i	New or TI to NFPA 13 in-rack sprinkler fire sprinkler systems - INSP ONLY	\$316
PR460	NFPA 14 Class I, II or III standpipes	\$870
PR460i	NFPA 14 standpipes INSP ONLY	\$211
PR465	Fire pump installation	\$1,224
PR465i	Fire pump installation - INSP ONLY	\$439
PR470	Underground fire protection system: single hydrant OR single riser connection	\$660
PR470i	Underground fire protection system: single hydrant or riser. INSP ONLY	\$211
PR475	Underground fire protection for each additional connection for hydrants or risers - use with PR470	\$190
PR475i	Underground fire protection system: use with PR475 - INSP ONLY	\$211
PR480	Underground repair	\$495
PR480i	Underground repair – INSP ONLY	\$158
PR500	Fire sprinkler and Fire Alarm monitoring system up to 5 initiating devices and/or up to 20 notification	\$412
PR500i	Fire sprinkler and Fire Alarm monitoring system up to 5 initiating devices and/or up to 20 notification	\$211
PR510	Fire alarm system: 6-15 initiating devices and/or ≤ 21-40 notification devices	\$632
PR510i	Fire alarm system: 6-15 initiating devices and/or ≤ 21-40 notification devices, INSP ONLY	\$228
PR520	Fire alarm system: 16-30 initiating and/or 41-80 notification devices	\$1,087
PR520i	Fire alarm system: 16-30 initiating and/or 41-80 notification devices, INSP ONLY	\$211
PR530	Fire alarm system. >30 initiating devices and/or >80 notification devices	\$1,491
PR530i	Fire alarm system. >30 initiating devices and/or >80 notification devices, INSP ONLY	\$263
PR610	Field review/inspection – Underground repair	\$414
PR615	Field Plan Review / Inspection Private CNG refueling appliance within a single family residence. (no	Exempt
PR625	Field Review/ Inspection -Temporary above-ground storage tanks, including equipment	\$273
PR630	Field review/inspection TI to NFPA 13, 13R sprinkler systems: ≤ 25 heads without calculations	\$326
PR635	Field review/inspection TI to NFPA 13, 13R sprinkler systems: 26-99 heads without calculations	\$431
PR900	Coordination/Pre-submittal Meetings: (Initial 2 hours)	\$576
PR905	Written response to inquiry	\$462
PR910	Alternate Method and Material Request - 2 hrs minimum	Hourly Rate
PR920	Plan resubmittal: fee charged on 3rd and each subsequent submittal - 1 hr minimum	Hourly Rate
PR922	Plan revision	Hourly Rate
PR924	Re-stamp of plans with wet stamp when submitted with approved plans	Hourly Rate
PR926	Accelerated plan review (fee is in addition to base fee assessed for plan review) - 1 hr minimum	50% of Hourly Rate
PR928	Plan Review time and materials fee: Charged for miscellaneous applications such as unusual time intensive projects, research, travel time, etc. - 1 hr minimum	Hourly Rate
PR938i	13D Reinspection 1-10	\$153
PR939i	13D Reinspection 11+	\$205
PR940i	Inspection time and materials fee: Charged for miscellaneous applications such as Time Intensive projects, research, travel time, etc. - 1 hr minimum	Hourly Rate
PR942i	Re-inspection fee: Charged when project is not completed or cannot be approved during regular inspection	Hourly Rate
PR943	Penalty for Failure to Cancel Scheduled Inspection	50% of inspection fee
PR944i	Accelerated Inspection Request (fee is in addition to base fee assessed for inspection) - 1 hr minimum	50% of Hourly Rate

ORANGE COUNTY FIRE AUTHORITY

Attachment 3

PROPOSED FEE SCHEDULE

PREVENTION FIELD SERVICES

Effective Date - no later than

July 1, 2022

Fee Code	Service Name	2022-23 Proposed Fee (a), (b)
AA1	Aerosol – Issuance	\$160
AA1R	Aerosol - Reissuance	\$77
AA2	Aircraft Refueling – Issuance	\$392
AA2R	Aircraft Refueling – Reissuance	\$253
AA3	Aviation Facility – Issuance	Hourly Rate
AA3R	Aviation Facility – Reissuance	Hourly Rate
AA5	Waste Handling – Issuance	Hourly Rate
AA5R	Waste Handling – Reissuance	Hourly Rate
AA6	Amusement Building – Issuance	Hourly Rate
AA6R	Amusement Building – Reissuance	Hourly Rate
AC1	Candles/Open flame – Issuance	\$118
AC1R	Candles/Open flame – Reissuance	\$77
AC2	Carnival or Fair – Issuance	Hourly Rate
AC6	Combustible Material Storage – Issuance	Hourly Rate
AC6R	Combustible Material Storage – Reissuance	Hourly Rate
AC71	Compressed Gas – Corrosive Issuance	\$178
AC71R	Compressed Gas – Corrosive Reissuance	\$96
AC710	Compressed Gas-Toxic - Issuance	\$178
AC710R	Compressed Gas-Toxic - Reissuance	\$96
AC72	Compressed Gas – Flammable Gas Issuance	\$178
AC72R	Compressed Gas – Flammable Gas Reissuance	\$96
AC73	Compressed Gas-Highly Toxic - Issuance	\$178
AC73R	Compressed Gas-Highly Toxic - Reissuance	\$96
AC74	Compressed Gas – Inert Gas Issuance	\$125
AC74R	Compressed Gas – Inert Gas Reissuance	\$77
AC76	Compressed Gas-Oxidizer - Issuance	\$178
AC76R	Compressed Gas-Oxidizer - Reissuance	\$96
AC77	Compressed Gas – Pyrophoric - Issuance	\$175
AC77R	Compressed Gas – Pyrophoric - Reissuance	\$96
AC91	Cryogenics – Physical or Health Hazard - Issuance	\$89
AC91R	Cryogenics – Physical or Health Hazard - Reissuance	\$77
AC92	Cryogen – Flammable Issuance	\$160
AC92R	Cryogen – Flammable Reissuance	\$96
AC94	Cryogen – Inert Issuance	\$89
AC94R	Cryogen – Inert Reissuance	\$77
AC95	Cryogen – Oxidizer Issuance	\$107
AC95R	Cryogen – Oxidizer Reissuance	\$77
AD11	Dry Cleaning Plants - Package Issuance	\$89
AD11R	Dry Cleaning Plants – Package Reissuance	\$77
AD2	Dust Producing Operations - Issuance	\$178
AD2R	Dust Producing Operations - Reissuance	\$116
AE1	Explosives/Blasting Condition with OCSD Approval – Issuance	Hourly Rate
AF1	Firework Stands	\$138
AF2	Outdoor Fireworks Display, such as July 4th displays	\$2,064
AF21	Outdoor Fireworks Display, such as home coming & barge display	\$531
AF22	Pyrotechnics/Special Effects Materials	\$873
AF31	Flammable Combustible Liquids – Issuance to use or operate a pipeline	Hourly Rate
AF31R	Flammable Combustible Liquids - Reissuance	Hourly Rate

(a) 2022-23 Hourly Rate = \$230 per hour

(b) Excluded M150 Base Fee

ORANGE COUNTY FIRE AUTHORITY

Attachment 3

PROPOSED FEE SCHEDULE

PREVENTION FIELD SERVICES

Effective Date - no later than

July 1, 2022

Fee Code	Service Name	2022-23 Proposed Fee (a), (b)
AF32	Flammable Liquids – Issuance Class I liquids (5 gallons inside/10 gallons outside)	\$178
AF32R	Flammable Combustible Liquids – Reissuance	\$96
AF33	Combustible Liquids – Issuance. To store, use or handle Class II or IIIA liquids in excess of 25 gallons inside or 60 gallons outside.	\$178
AF33R	Combustible Liquids – Reissuance	\$96
AF35	Flammable Combustible Liquids – Issuance. To operate tank vehicles, equipment, tanks, plants, terminals, wells, etc.	\$178
AF35R	Flammable Combustible Liquids – Reissuance	\$96
AH11	Hazardous Materials – Oxidizing Issuance	\$178
AH110	Hazardous Materials – Water Reactive Issuance	\$89
AH110R	Hazardous Materials – Water Reactive Reissuance	\$96
AH11R	Hazardous Materials – Oxidizing Reissuance	\$96
AH12	Hazardous Materials – Corrosive Issuance	\$178
AH12R	Hazardous Materials – Corrosive Reissuance	\$96
AH13	Hazardous Materials – Flammable Solids Issuance	\$178
AH13R	Hazardous Materials – Flammable Solids Reissuance	\$96
AH14	Hazardous Materials – Highly Toxic Issuance	\$171
AH14R	Hazardous Materials – Highly Toxic Reissuance	\$89
AH15	Hazardous Materials – Organic Peroxide Issuance	\$171
AH15R	Hazardous Materials – Organic Peroxide Reissuance	\$89
AH16	Hazardous Materials – Pyrophoric Issuance	\$171
AH16R	Hazardous Materials – Pyrophoric Reissuance	\$89
AH18	Hazardous Materials – Toxic Issuance	\$178
AH18R	Hazardous Materials – Toxic Reissuance	\$82
AH19	Hazardous Materials – Unstable Reactive Issuance	\$178
AH19R	Hazardous Materials – Unstable Reactive Reissuance	\$96
AH3	High Piled Combustible - Issuance	\$356
AH3R	High Piled Combustible Reissuance	\$195
AL1	Liquefied Petroleum Gas – Issuance	\$89
AL1R	Liquefied Petroleum Gas - Reissuance	\$77
AL2	Liquid- or Gas-Fueled Vehicles or Equipment in Assembly Buildings – Issuance/Reissuance	Hourly Rate
AL3	Lumber Yards and Woodworking Plants – Issuance	\$285
AL3R	Lumber Yards and Woodworking Plants - Reissuance	\$195
AM1	Magnesium Working – Issuance/Reissuance	Hourly Rate
AM2	Open and Covered Malls - Issuance/Reissuance	\$613
AM3	Motor Vehicle Fuel Dispensing – Issuance	\$125
AM31	Motor Vehicle Fuel Dispensing – Package Issuance	\$71
AM31R	Motor Vehicle Fuel Dispensing – Package Reissuance	\$77
AM3R	Motor Vehicle Fuel Dispensing - Reissuance	\$77
AO1	Open Burning/Fire – Issuance	Hourly Rate
AO3	Industrial Ovens – Issuance	\$125
AO3R	Industrial Ovens - Reissuance	\$77
AP21 to AP22	Assembly, <300 occupants - Issuance	\$633

(a) 2022-23 Hourly Rate = \$230 per hour

(b) Excluded M150 Base Fee

ORANGE COUNTY FIRE AUTHORITY

Attachment 3

PROPOSED FEE SCHEDULE

PREVENTION FIELD SERVICES

Effective Date - no later than

July 1, 2022

Fee Code	Service Name	2022-23 Proposed Fee (a), (b)
AP21R to AP22R	Assembly, <300 occupants - Reissuance	\$428
AP23 to AP25	Assembly, >300 occupants - Issuance	\$1,023
AP23R to AP25R	Assembly, >300 occupants - Reissuance	\$530
AR2	Refrigeration Equipment – Issuance	\$285
AR2R	Refrigeration Equipment – Reissuance	\$136
AR3	Repair and Service Garage – Issuance	\$232
AR31	Repair and Service Garage < 5000 sq ft – Package Issuance	\$214
AR31R	Repair and Service Garage < 5000 sq ft – Package Reissuance	\$175
AR3R	Repair and Service Garage – Reissuance	\$175
AS1	Spraying or Dipping Operation – Issuance	\$339
AS1R	Spraying or Dipping Operation - Reissuance	\$77
AT1	Tent/Membrane Structure – Issuance	Hourly Rate
AT1.1	Canopy Structure – Issuance	Hourly Rate
AT2	Storage of Scrap Tires, Tire Byproducts, & Tire Rebuilding – Issuance	Hourly Rate
AT2R	Storage of Scrap Tires, Tire Byproducts, & Tire Rebuilding – Reissuance	Hourly Rate
AW1	Hot Work - Issuance.	\$125
AW11	Welding Carts Flammable gas up to 1000 cuft and Oxidizing gas up to 1500 cuft - Package Issuance	\$136
AW11R	Welding Carts Flammable gas up to 1000 cuft and Oxidizing gas up to 1500 cuft - Package Reissuance	\$77
AW1R	Hot Work - Reissuance.	\$77
J200	Reinspection – Flat rate for any inspection after the 1st (Applies to all CRR fees)	Hourly Rate
J201	Penalty \$250 – Failure to comply with 1st orders, tags or notices (Applies to all CRR fees)	\$250
J202	Penalty \$500 – Failure to comply with 2nd orders, tags or notices (Applies to all CRR fees)	\$500
J203	Penalty \$1000 – Failure to comply with 3rd or more orders, tags or notices (Applies to all CRR fees)	\$1,000
M100	Correctional or Detentional Facility – Large (i.e. full scale jails, prisons, and places of detention)	\$535
M101	Correctional or Detentional Facility – Small (i.e. holding cells)	\$214
M102	High Rise Facility > 75 Feet	\$1,220
M103	Mid Rise Facility 55 - 74 Feet	\$642
M121	Care Facility for more than 6 ambulatory & non-ambulatory clients	\$321
M123	Hospitals, Nursing homes, Mental hospitals, and Surgery Centers	\$909
M124	Community Care Facility (i.e. clearance letter, large family day, & etc.)	\$107
M125	Pre-Inspection Residential Care Facility (i.e. Single Family Residences)	\$428

(a) 2022-23 Hourly Rate = \$230 per hour

(b) Excluded M150 Base Fee

ORANGE COUNTY FIRE AUTHORITY

Attachment 3

PROPOSED FEE SCHEDULE

PREVENTION FIELD SERVICES

Effective Date - no later than

July 1, 2022

Fee Code	Service Name	2022-23 Proposed Fee (a), (b)
M128	Permits Special Event - Applied to all Special Events that require operational permits	\$71
M129	Over the Counter Special Events – Events that may impact emergency operations equipment or access and may only require an over the counter submittal	\$53
M130	Miscellaneous Special Events – Events that may impact emergency operations equipment or access and may only require an over the counter submittal	\$107
M131	Minor Special Events – Events that may impact emergency operations equipment or access and have attendance or participation by less than 2,500 people.	\$160
M132	Major Special Events – Events that impact emergency operations equipment or access or have attendance, participation, or mass gathering of more than 2,500 people.	\$321
M133	Special Event Expedite Fee for <10 days submittal	50%
M140	Fire Watch - Requested	Hourly Rate
M141	Standby – Engine Company – Board approved cost recovery rate	Hourly Rate
M150	Base Fee	\$78
M151	Alternate Means & Methods	Hourly Rate
M152	All other time to be charged as Time and Materials	Hourly Rate
False Alarm		
	False Alarm - 2nd within 6 months (Penalty fees are not included with the annual S&EB increase)	\$100
	Failure to comply with orders, tags or notices - 3rd false alarm within 6 months (Penalty fees are not included with the annual S&EB increase)	\$250
	Failure to comply with orders, tags or notices - 4th false alarm within 6 months (Penalty fees are not included with the annual S&EB increase)	\$500
	Failure to comply with orders, tags or notices - 5th and subsequent false alarm within 6 months (Penalty fees are not included with the annual S&EB increase)	\$1,000
800 MHz Radio Loaner/Rental Program		
	Loaning of the preprogrammed 800 MHz radio including radio, batteries, and desk charger to OCFA approved and FCC licensed technicians to facilitate the annual testing required for emergency responder radio system installation.	\$75 per month

(a) 2022-23 Hourly Rate = \$230 per hour

(b) Excluded M150 Base Fee

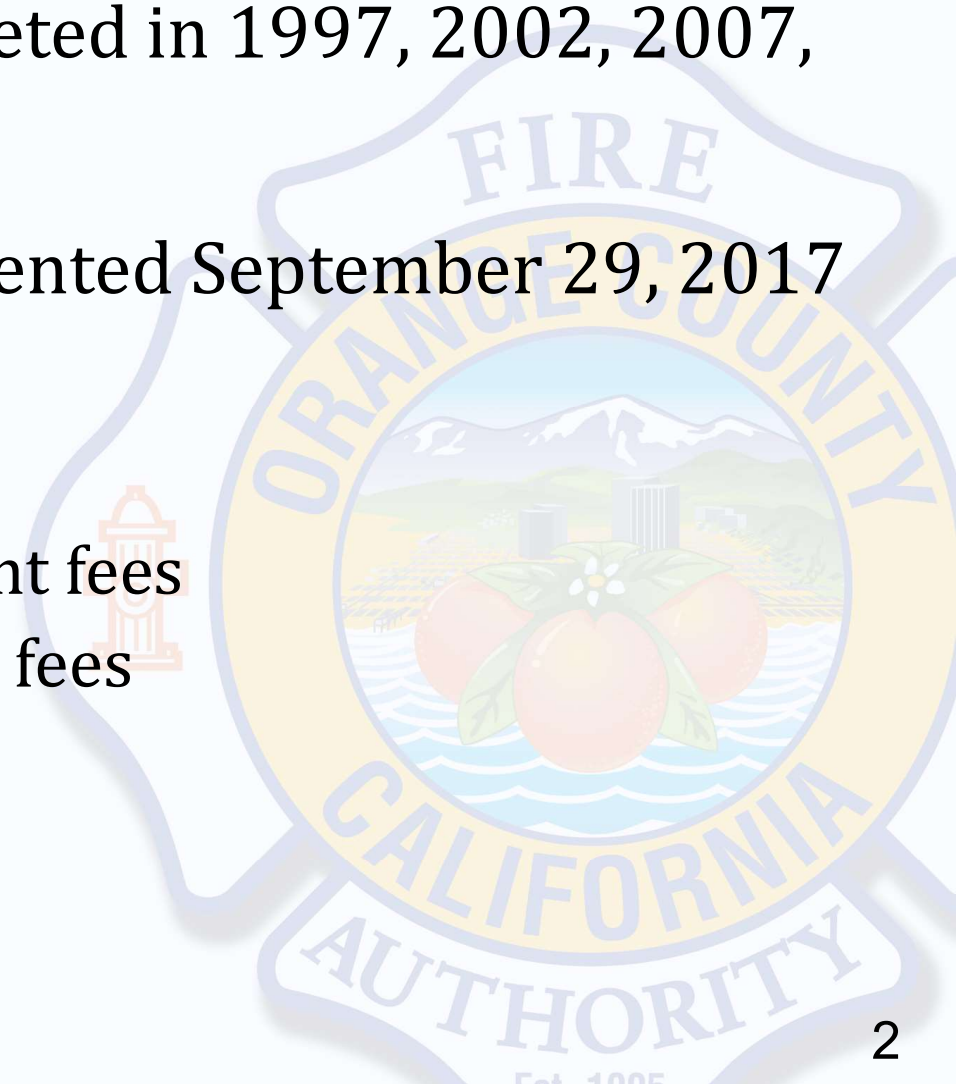
COMMUNITY RISK REDUCTION 2022 FEE STUDY RESULTS

**OCFA Board of Directors Meeting
April 28, 2022**

Presented by:
Julie Nemes, Finance Manager / Auditor
Lori Smith, Assistant Chief / Fire Marshal

Background

- First adopted by County in 1991
- Comprehensive studies completed in 1997, 2002, 2007, 2012, 2014, 2015, and 2017
- Last fee changes were implemented September 29, 2017
- Fees reviewed – 301 total fees
 - 170 Planning and Development fees
 - 131 Prevention Field Services fees



Fee Consultant Review

○ Scope of Services Performed

- ✓ Reviewed the proposed costing methodology for reasonableness
- ✓ Verified the methodology used by staff to develop volume and cost estimates
- ✓ Analyzed the indirect cost rate/overhead calculation for reasonableness
- ✓ Reviewed the supporting detail for all fees and discussed any issues or concerns with OCFA staff
- ✓ Reviewed fees with significant changes for reasonableness
- ✓ Issued an opinion letter summarizing their review and stated the fees were reasonable

2022 Community Risk Reduction Fee Study Results

Cost Recovery by Section	FY 2022/23 Proposed Fee Study Revenue	FY 2021/22 Adjusted Revenue Budget	\$ Increase (Decrease)	% Increase (Decrease)
Planning & Development	\$5,706,541	\$3,900,000	\$1,806,541	46.32%
Prevention Field Services	\$1,965,297	\$1,742,323	\$222,974	12.80%
Total CRR Cost Recovery (C)	\$7,671,838 (A)	\$5,642,323	\$2,029,515 (B)	35.97%

(A) Proposed revenue incorporates the recommended exemption policy and assumes July 1 implementation. Actual revenue will vary based on fee activity and implementation date.

(B) Actual budget adjustment will be included as part of the mid-year budget adjustment.

(C) Cost recovery levels by program:

1. P&D – 91.27% fee funded.
2. PFS – 38.07% fee funded.

Summary of Fee Changes

- ***Planning & Development Services Fees – 170 fees reviewed***

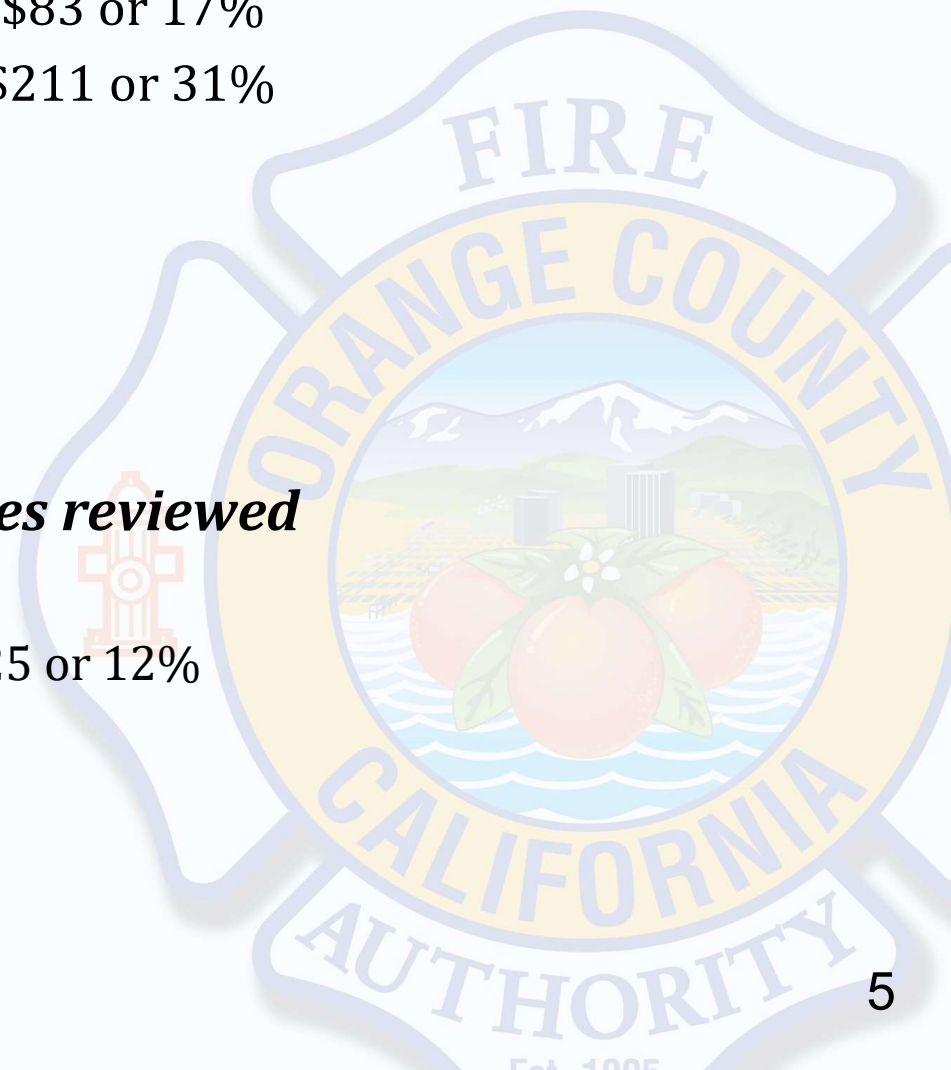
- *Overall fees increased by 6.61%*

- 111 fees with an average increase of \$83 or 17%
- 30 fees with an average decrease of \$211 or 31%
- 22 fees exempt or hourly charges
- 5 fees unchanged
- 1 exempt fee converted to billable
- 1 flat fee converted to hourly rate

- ***Prevention Field Services Fees – 131 fees reviewed***

- *Overall fees increased by 13.71%*

- 101 fees with an average increase of \$25 or 12%
- 4 fees unchanged
- 24 hourly rate fees
- 2 new fees



Reasons for CRR Fee Changes

Overall

Impact to Fees

- **Indirect Overhead Rate**

- Increased 0.82% from 13.80% (2017) to 14.62% (2021)
 - ✓ Addition of administrative support positions
 - ✓ Salaries and employee benefits increases per labor contracts

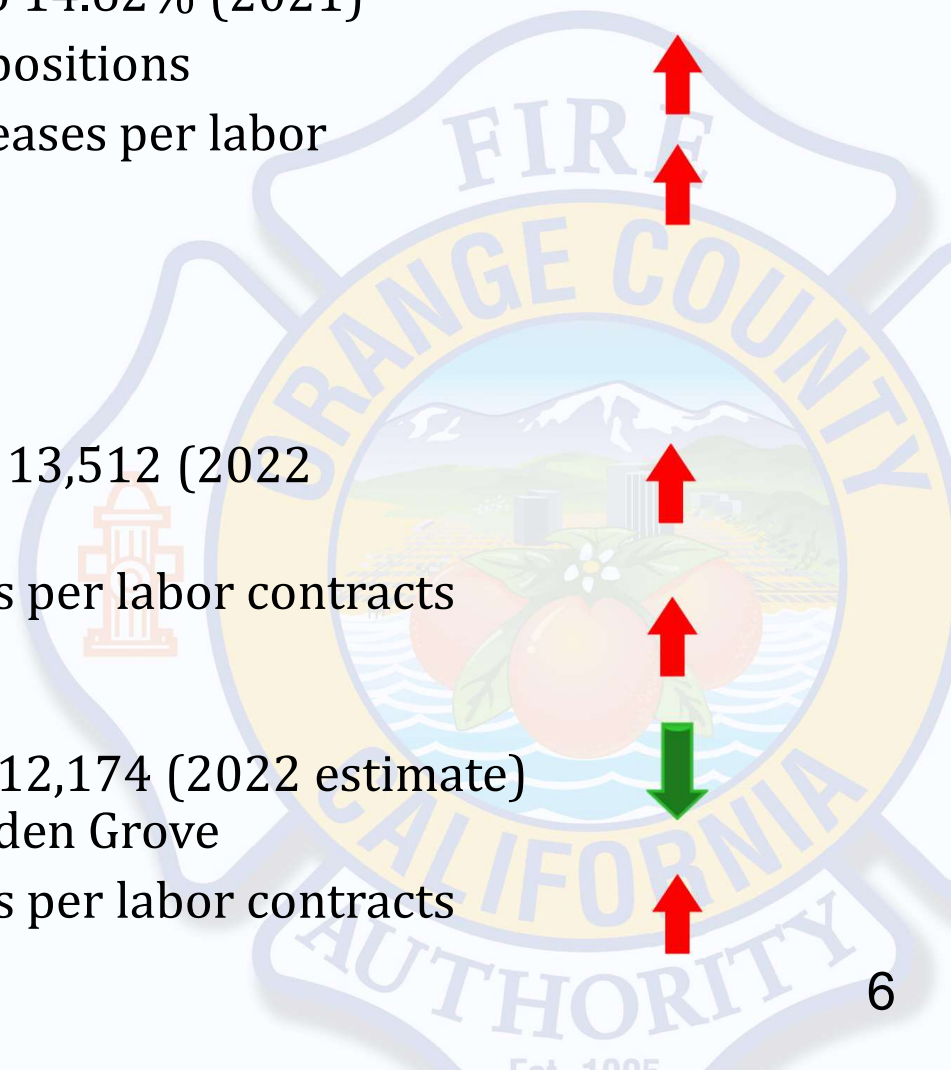
Program Specific

- **Planning & Development**

- Volume decrease from 15,550 (2017) to 13,512 (2022 estimate)
- Salaries and employee benefits increases per labor contracts

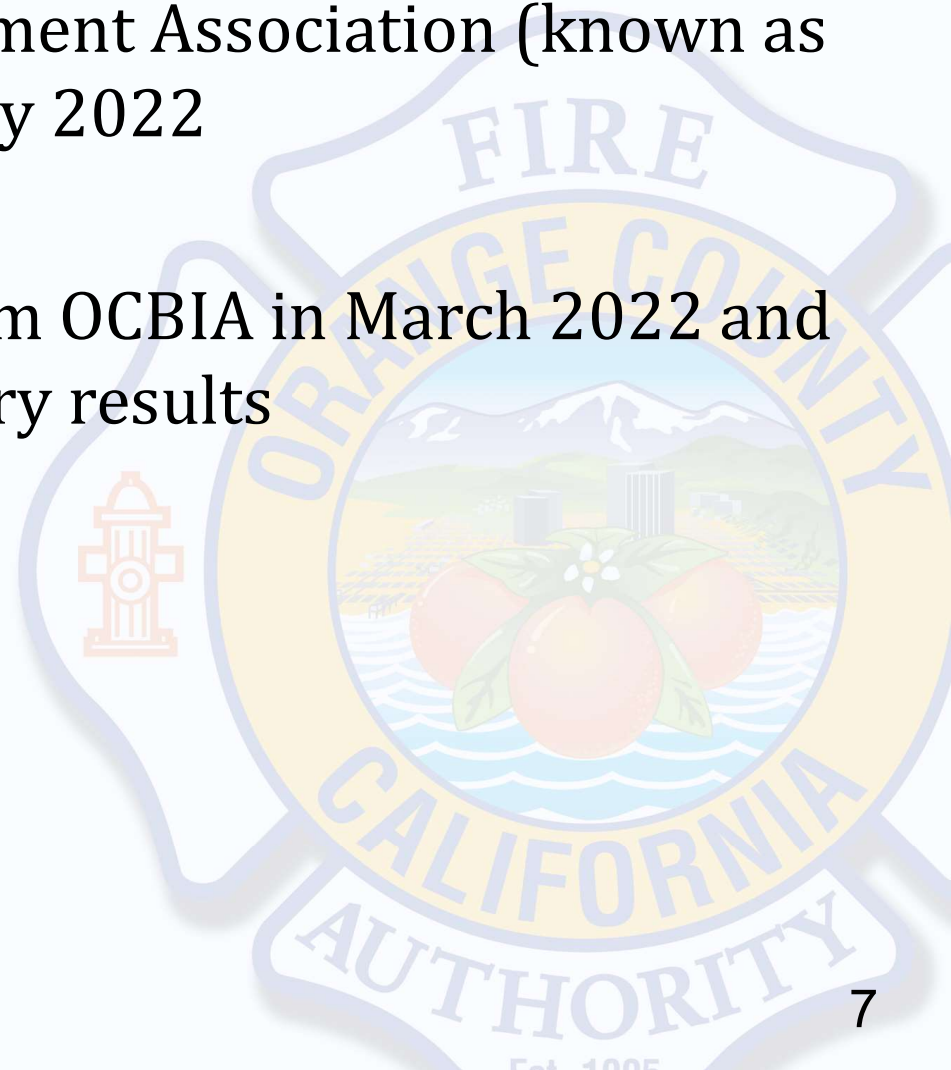
- **Prevention Field Services**

- Volume increase from 11,838 (2017) to 12,174 (2022 estimate) with the partial workload added for Garden Grove
- Salaries and employee benefits increases per labor contracts



Outreach

- Preliminary notices of the fee study project were given to the Orange County Building Industry Association (OC BIA) and Commercial Real Estate Development Association (known as NAIOP) SoCal Chapter in February 2022
- Staff met with representative from OCBIA in March 2022 and provided the fee study preliminary results



Additional Cost Recovery Opportunities

- Ad Hoc Committee directed staff at the July 7, 2021 meeting to explore new cost recovery opportunities
- Staff discussed two potential cost recovery ideas with the fee consultant
 - Apartment Inspections
 - Required by the California Health and Safety Code to perform fire and life safety inspections
 - OCFA currently does not bill for these mandated inspections
 - Limited data available to develop a cost recovery fee structure
 - Staff recommends to defer setting a fee until data is complete
 - Accessory Dwelling Units (ADUs)
 - Limited involvement
 - OCFA is only involved in inspecting new fire life safety systems, such as fire sprinkler
 - Current practice is not available
 - Fee consultant has not seen any involvement, or any resulting fees, in other fire agencies or fire departments

Recommended Actions

- Conduct a Public Hearing.
- Find that, in accordance with California GC 66014, the proposed fees do not exceed the cost of providing services and are only for the purpose of meeting operational expenses and are, therefore, exempt from compliance with the CEQA pursuant to Public Resources Code Section 21080.
- Approve and adopt the Resolution entitled A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY APPROVING CHANGES IN COMMUNITY RISK REDUCTION (FORMERLY FIRE PREVENTION) AND MISCELLANEOUS FEES approving changes in Community Risk Reduction and Miscellaneous fees and effective date.

Questions?





Orange County Fire Authority
AGENDA STAFF REPORT

Concurrent Joint Special Meetings
April 28, 2022

Agenda Item No. 5A
Discussion Calendar

**Findings Required by AB 361 for the Continued Use of
Teleconferencing for Meetings**

Contact(s) for Further Information

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714.415.1083

Summary

In order for the Board of Directors and Committees to continue meeting via teleconference during the pandemic, AB 361 requires the local legislative bodies to make specified findings at least every thirty (30) days.

Prior Board/Committee Action

At the October 28, 2021 meeting, the Board of Directors approved the legally required findings and directed staff to schedule concurrent Special Joint Meetings of the Board of Directors, Executive Committee, Budget and Finance Committee, and Human Resources Committee with regular or special meetings of the Board of Directors whenever necessary to address the requirement to make the required findings at least every thirty (30) days, and to minimize the need for separate Board or committee meetings to address this new requirement of the Brown Act.

RECOMMENDED ACTION(S)

Option #1:

Make the following findings by majority votes of the Board of Directors, Executive Committee, Budget and Finance Committee and Human Resource Committee:

- a. A state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect; and
- b. The Board of Directors and each Committee has reconsidered the circumstances of the emergency; and
- c. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

Option #2:

Make the following findings by majority votes of the Board of Directors, Executive Committee, Budget and Finance Committee and Human Resource Committee:

- a. Although a state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect, the OCFA Board of Directors and each Committee has reconsidered the circumstances of the emergency and no longer finds a need for the legislative body to continue the use of teleconferencing for its meetings.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Nominal software licensing costs to continue to use Zoom Webinar to stream meetings in a manner that allows online public comments.

Background

Assembly Bill 361 was signed into law by the Governor on September 16, 2021. A portion of AB 361 enacted amendments to California Government Code section 54953 regarding teleconference meetings.

Those amendments authorize local agencies like the Fire Authority to continue to conduct meetings by teleconference during a Governor-proclaimed state of emergency¹ provided that certain findings are made by the legislative body, and provided that certain procedural requirements are met regarding public access to the meetings.

A new requirement in AB 361 requires particular findings be made by the Board of Directors and each of the OCFA's legislative bodies and requires that the new findings must be reaffirmed at least every thirty (30) days thereafter in order for the legislative body to continue to use teleconferencing.

The Required Findings

The teleconference provisions in AB 361 may only be utilized as long as a Governor-proclaimed state of emergency remains active, and while state or local officials have recommended measures to promote social distancing.

To continue to teleconference using the new provisions of AB 361, each legislative body must make the following findings by majority vote at least every 30 days:

- (A) The legislative body has reconsidered the circumstances of the state of emergency; and
- (B) Either of the following circumstances exist:
 - (i) The state of emergency continues to directly impact the ability of the members to meet safely in person; or
 - (ii) State or local officials continue to impose or recommend measures to promote social distancing.²

To comply with that requirement, the recommended action would have the Board of Directors and each Committee find each of the following:

- a. A state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect; and
- b. The Board of Directors and each Committee has reconsidered the circumstances of the emergency; and
- c. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

¹ For purposes of AB 361 "...state of emergency" means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act..." Cal. Gov't Code sec. 54953(e)(4). Section 8625 of CESA in turn refers to a state of emergency proclaimed by the Governor.

² Cal. Gov't Code sec. 54953(e)(3).

Although there are fewer “social distancing” recommendations in effect today than there have been in the recent past, it remains the case that State and County officials continue to recommend measures to promote social distancing, including but not limited to the following:

- Cal/OSHA Emergency Temporary Standards (ETS) “exclusion rules” currently in effect require, among other things, exclusion from the workplace of employees who had a close contact with an individual with COVID unless the employee is fully vaccinated, does not develop symptoms, wears a face covering, and maintains six feet of distance from others at the workplace for 14 days following the close contact. 8 CCR 3205(c)(9)(B)(1)-(3). See also 8 CCR 3205(c)(10)(D).
- Cal/OSHA ETS also require employers to provide training and instruction that includes “the fact that particles containing the virus can travel more than six feet, especially indoors, so physical distancing, face coverings, increased ventilation indoors, and respiratory protection decrease the spread of COVID-19, but are most effective when used in combination.” 8 CCR 3205(c)(5)(D).
- The County of Orange Health Officer continues to “strongly recommend” that “the older a person is, the more health conditions a person has, and the more severe the conditions, the more important it is to take preventive measures for COVID-19 such as getting vaccinated, including boosters, social distancing and wearing a mask when around people who don’t live in the same household, and practicing hand hygiene.”

Potential Consequence of Not Making the Findings Every 30 Days

AB 361 does not expressly state what happens if a legislative body fails to make the required findings “every 30 days.” However, it expressly requires the timely reapproval of the findings “in order to continue to teleconference” in the manner that AB 361 authorizes.

As a result, if a legislative body does not adopt the required findings every 30 days, then it may be precluded from continuing to teleconference thereafter, perhaps even if it were later willing to adopt the findings at a later date. For this reason, if the Board of Directors and Committees wish to continue having the option to teleconference, then General Counsel recommends that the Board of Directors and Committees adopt the required findings at this time and at least every 30 days thereafter, as provided with Option #1 under the Recommended Actions. Alternatively, in consultation with Chair Steggell, this agenda staff report offers an Option #2 under the Recommended Actions which includes findings that the Board of Directors and Committees may adopt if they wish to decide as a *permanent* matter that it will no longer permit teleconferencing at all (e.g., regardless of whether the state of emergency worsens).

Attachment(s)

None.