



ORANGE COUNTY FIRE AUTHORITY

AGENDA

EXECUTIVE COMMITTEE REGULAR MEETING

Thursday, May 26, 2022

5:30 P.M.

Regional Fire Operations and Training Center

Board Room

1 Fire Authority Road
Irvine, CA 92602

Michele Steggell, Chair

Anthony Kuo, Vice Chair

Shelley Hasselbrink • Donald P. Wagner • Noel Hatch • Dave Shawver

Gene Hernandez • John O'Neill • Tri Ta

Ex Officio Member - Dennis Wilberg, Mission Viejo

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 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 committee 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 committee members upon receipt and will be part of the meeting record as long as they are received during or before the committee takes action on an item. Emails related to an item that are received after the item has been acted upon by the committee 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 committee 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 Devin Chase

PLEDGE OF ALLEGIANCE by Director Hasselbrink

ROLL CALL by Clerk of the Authority

REPORTS

A. Report from the Budget and Finance Committee Chair

B. Report from the Human Resources Committee Chair

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 Committee Member or a member of the public requests separate action on a specific item.

A. Minutes for the Executive Committee Meeting

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:

1. Approve the Minutes for the April 14, 2022, Concurrent Joint Special Meeting as submitted.
2. Approve the Minutes for the April 28, 2022, Regular Meeting as submitted.
3. Approve the Minutes for the April 28, 2022, Concurrent Joint Special Meeting as submitted.

B. Monthly Investment Reports

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer/Treasury & Financial Planning and James Slobojan, Assistant Treasurer/Treasury & Financial Planning

On May 11, 2022, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 6-0 (Directors O'Neill, Hernandez, and Sachs absent).

Recommended Action:

Receive and file the reports.

C. Third Quarter Financial Newsletter

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

On May 11, 2022, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 6-0 (Directors O'Neill, Hernandez, and Sachs absent).

Recommended Action:

Receive and file the report.

D. Contract Increase for Pre-Employment Background Investigative Services

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Duke Steppe, Human Resources Manager/Human Resources Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to execute Amendment One to the Professional Services Agreement with Oracle Investigation Group, LLC, increasing contract value by \$100,000, not to exceed a total of \$200,000 for current year contract (ending September 30, 2022).
2. Approve and authorize the Purchasing Manager to execute Amendment One to the Professional Services Agreement with RCS Investigations and Consulting increasing contract value by \$60,000, not to exceed a total of \$160,000 for current year contract (ending September 30, 2022).
3. Approve and authorize the Purchasing Manager to execute Amendment One to the Professional Services Agreement with Sintra Group Inc. increasing contract value by \$60,000, not to exceed a total of \$160,000 for current year contract (ending September 30, 2022).

E. Amendment of Professional Services Agreements for Third Party Workers Compensation Administration

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Rhonda Haynes, Risk Manager/Human Resources Department

On May 3, 2022, the Human Resources Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 6-0 (Director Rains absent).

Recommended Action:

Approve and authorize the Purchasing Manager to amend the two Professional Services Agreements with CorVel to extend the respective term dates for three years plus two optional one-year renewals, and to reflect an increase in annual TPA fees by \$231,798 to a new total not to exceed \$934,048 annually.

F. Contract Increase for Industrial Hygienist Services

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Rhonda Haynes, Risk Manager/Human Resources Department

Recommended Action:

Approve and authorize the Purchasing Manager to increase the Professional Services Agreement with Aero Environmental Services, LLC by \$2,047.08 to a total not to exceed \$52,047.08 for the agreement term ending March 31, 2022.

3. DISCUSSION CALENDAR

No items.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next regular meeting of the Executive Committee is scheduled for Thursday, June 23, 2022, at 5:30 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 EC AGENDA ITEMS – THREE-MONTH OUTLOOK:

- Quarterly CIP Update
- Legislative Report
- Monthly Investment Report
- Aviation Insurance
- Excess Insurance Renewal

UPCOMING MEETINGS:

Special Human Resources Committee
 Budget & Finance Committee
 Executive Committee
 Board of Directors
 Concurrent Joint Special Meeting of the
 Board of Directors and all Committees

Tuesday, May 31, 2022, 12 noon
 Wednesday, June 8, 2022, 12 noon
 Thursday, June 23, 2022, 5:30 p.m.
 Thursday, June 23, 2022, 6:00 p.m.
 Thursday, June 23, 2022, 6:00 p.m.

MINUTES ORANGE COUNTY FIRE AUTHORITY

Executive Committee Concurrent Joint Special Meeting Thursday, April 14, 2022 6:00 P.M.

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

CALL TO ORDER

A Concurrent Joint Special Meeting of the Orange County Fire Authority Board of Directors, Executive Committee, Budget and Finance Committee, and the Human Resources Committee was called to order on April 14, 2022, at 6:02 p.m. by Board of Directors Chair Michele Steggell.

ROLL CALL

Present: Michele Steggell, La Palma, Chair*
Anthony Kuo, Irvine, Vice Chair*
Gene Hernandez, Yorba Linda*
John O' Neill, Garden Grove*
Dave Shawver, Stanton*
Tri Ta, Westminster*
Donald P. Wagner, County of Orange*

Absent: Shelley Hasselbrink, Los Alamitos
Noel Hatch, Laguna Woods
Dennis Wilberg, Ex Officio

Also present were:

Fire Chief Brian Fennessy
Assistant Chief Robert Cortez
Assistant Chief TJ McGovern
General Counsel David Kendig

Deputy Chief Lori Zeller
Assistant Chief Randy Black
Communications Director Matt Olson
Clerk of the Authority Maria Huizar

PUBLIC COMMENTS

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

**Those members attending via Teleconferencing*

1. PRESENTATIONS

No items.

2. DISCUSSION CALENDAR

A. Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings (FILE 12.02A2)

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

On motion of Director Wagner and second by Director Hernandez, and following a roll call vote, approved 5-2 (Directors Hasselbrink and Hatch absent, and Directors Kuo and Steggell opposed) to select Option # 1 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 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.

REPORTS

None.

COMMITTEE MEMBER COMMENTS

None.

ADJOURNMENT – Chair Steggell adjourned the meeting at 6:17 p.m. The next meeting Regular Meeting of the Executive Committee will be Thursday, April 28, 2022, at 5:30 p.m.

Maria D. Huizar, CMC
Clerk of the Authority

MINUTES ORANGE COUNTY FIRE AUTHORITY

**Executive Committee Regular Meeting
Thursday, April 28, 2022
5:30 P.M.**

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

CALL TO ORDER

Chair Steggell called the regular meeting of the Orange County Fire Authority Executive Committee to order at 5:31 p.m. on April 28, 2022

INVOCATION

The invocation was led by OCFA Chaplain Emily McColl.

PLEDGE OF ALLEGIANCE

Vice Chair Kuo led the assembly in the Pledge of Allegiance to our Flag.

ROLL CALL

Present: Michele Steggell, La Palma, Chair
Anthony Kuo, Irvine, Vice Chair
Tri Ta, Westminster, *
Gene Hernandez, Yorba Linda*
John O'Neill, Garden Grove*
Donald P. Wagner, County of Orange*

Absent:	Noel Hatch, Laguna Woods	Shelley Hasselbrink, Los Alamitos
	Dennis Wilberg, Ex Officio	Dave Shawver, Stanton

Also present were:

Fire Chief Brian Fennessy	Deputy Chief Lori Zeller
Deputy Chief Kenny Dossey	Assistant Chief Jim Ruane
Assistant Chief Lori Smith	Assistant Chief TJ McGovern
Assistant Chief Stephanie Holloman	Assistant Chief Robert Cortez
General Counsel David Kendig	Director of Communications Matt Olson
Clerk of the Authority, Maria D. Huizar	

**Those Committee members attending via Teleconferencing*

REPORTS

A. Report from the Budget and Finance Committee Chair

This report was deferred to the Board of Directors Meeting.

B. Quarterly Capital Improvement Program (CIP) Update

Assistant Chief Jim Ruane provided the Third Quarter Capital Improvement Program (CIP) Update.

PUBLIC COMMENTS

Chair Steggell opened and closed the Public Comment portion of the meeting without any comments from the general public.

1. PRESENTATIONS

No items.

2. CONSENT CALENDAR

On motion of Director Wagner and second by Director Hernandez, and following a roll call vote, approved Agenda Items 2A-2D 6-0 (Directors Hatch, Hasselbrink, and Shawver absent), with General Counsel Kendig recusing himself on Agenda Item No. 2C.

A. Minutes for the Executive Committee Meeting (FILE 12.02A2)

Actions:

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

B. Monthly Investment Reports (FILE 11.10D2)

Action: Receive and file the reports.

C. Blanket Order Extension for General Counsel Services (FILE 17.10G2)

Action: Approve and authorize the Purchasing Manager to extend the previously approved blanket order with WSS through August 31, 2022, in an amount not to exceed \$337,500.

D. Blanket Order Extension for Zoll Cardiac Monitors / Defibrillators and Automated External Defibrillators (AEDs) (FILE 19.09D1)

Action: Approve and authorize the Purchasing Manager to extend the Zoll blanket order for two years plus two optional one-year renewals for the as-needed purchase of cardiac monitors/defibrillators, automated external defibrillators (AEDs), associated consumable supplies, and extended warranty services in an amount not to exceed \$529,502.30 annually.

3. DISCUSSION CALENDAR

No items.

COMMITTEE MEMBER COMMENTS

The Committee Members offered no comments.

ADJOURNMENT – Chair Steggell adjourned the meeting at 5:43 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, May 26, 2022, at 6:00 p.m.

Maria D. Huizar, CMC
Clerk of the Authority

MINUTES ORANGE COUNTY FIRE AUTHORITY

Executive Committee Concurrent Joint Special Meeting Thursday, April 28, 2022 8:20 P.M.

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

CALL TO ORDER

A Concurrent Joint Special Meeting of the Orange County Fire Authority Board of Directors, Executive Committee, Budget and Finance Committee, and the Human Resources Committee was called to order on April 28, 2022, at 8:20 p.m. by Board of Directors Chair Michele Steggell.

ROLL CALL

Present: Michele Steggell, La Palma, Chair
Anthony Kuo, Irvine, Vice Chair
Gene Hernandez, Yorba Linda*
John O' Neill, Garden Grove*
Dave Shawver, Stanton*
Tri Ta, Westminster*
Donald P. Wagner, County of Orange*

Absent: Shelley Hasselbrink, Los Alamitos
Noel Hatch, Laguna Woods
Dennis Wilberg, Ex Officio

Also present were:

Fire Chief Brian Fennessy
Deputy Chief Kenny Dossey
Assistant Chief Jim Ruane
Assistant Chief Robert Cortez
Communications Director Matt Olson
Clerk of the Authority Maria Huizar

Deputy Chief Lori Zeller
Assistant Chief TJ McGovern
Assistant Chief Stephanie Holloman
Assistant Chief Lori Smith
General Counsel David Kendig

PUBLIC COMMENTS

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

**Those members attending via Teleconferencing*

1. PRESENTATIONS

No items.

2. DISCUSSION CALENDAR

A. Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings (FILE 12.02A2)

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

On motion of Director Hernandez and second by Director Wagner, and following a roll call vote, approved 5-2 (Directors Kuo and Steggell opposed, Directors Hatch, Hasselbrink absent) to select Option # 1 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 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.

REPORTS

None.

COMMITTEE MEMBER COMMENTS

None.

ADJOURNMENT – Chair Steggell adjourned the meeting at 8:24 p.m. The next meeting Regular Meeting of the Executive Committee will be Thursday, May 26, 2022, at 5:30 p.m.

Maria D. Huizar, CMC
Clerk of the Authority



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
May 26, 2022

Agenda Item No. 2B
Consent Calendar

Monthly Investment Reports

Contact(s) for Further Information

Robert Cortez, Assistant Chief, Business Services Department	robertcortez@ocfa.org	714.573.6012
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Tricia Jakubiak, Treasurer, Treasury & Financial Planning	triciajakubiak@ocfa.org	714.573.6301
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James Slobojan, Assistant Treasurer, Treasury & Financial Planning	jamesjslobojan@ocfa.org	714.573.6305
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Summary

This agenda item is a routine transmittal of the monthly investment reports submitted to the Committee in compliance with the investment policy of the Orange County Fire Authority and with Government Code Section 53646.

Prior Board/Committee Action

On May 11, 2022, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 6-0 (Directors O'Neill, Hernandez and Sachs absent).

RECOMMENDED ACTION(S)

Receive and file the reports.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Not Applicable.

Background

Attached is the final monthly investment report for the month ended March 31, 2022. A preliminary investment report as of April 22, 2022, is also provided as the most complete report that was available at the time this agenda item was prepared.

Attachment(s)

Final Investment Report – March 2022/Preliminary Report – April 2022

Orange County Fire Authority Monthly Investment Report



Final Report – March 2022

Preliminary Report – April 2022



Monthly Investment Report Table of Contents

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Orange County Fire Authority

Final Investment Report

March 31, 2022



EXECUTIVE SUMMARY

Portfolio Activity & Earnings

During the month of March 2022, the size of the portfolio increased by approximately \$12.9 million to \$156.8 million. Receipts for the month totaled approximately \$47 million. Significant receipts included Property Tax apportionment payments totaling \$20.9 million, cash contract payments totaling \$19.2 million, and various grant reimbursement payments and other charges for current services totaling \$6.9 million. Total March cash outflows amounted to approximately \$34.1 million. Significant disbursements for the month included two biweekly payrolls and related benefits totaling approximately \$30.5 million. The portfolio's balance is expected to increase in April with the receipt of property tax revenue.

In March, the portfolio's yield to maturity (365-day equivalent) moved upward by 6 basis points to 0.48%. The effective rate of return increased by 4 basis points to 0.45% for the month, and the average maturity of the portfolio decreased by five days to 16 days to maturity.

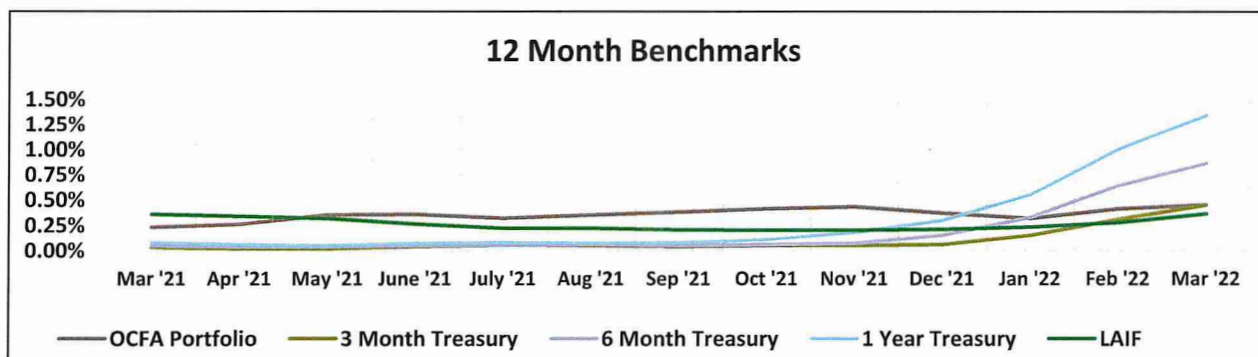
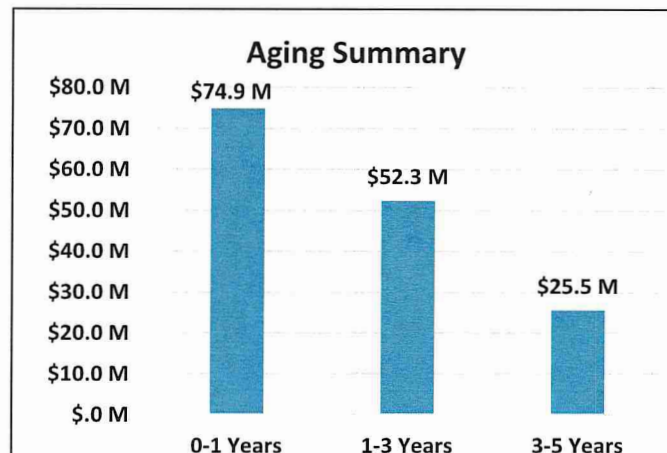
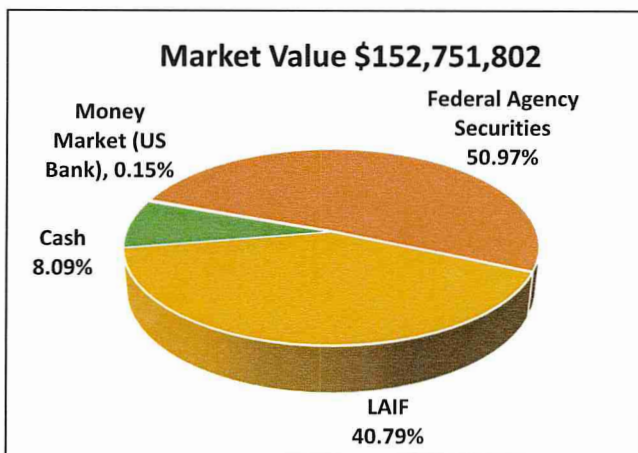
Economic News

In March 2022, total nonfarm payroll employment rose by 431,000, and the unemployment rate dropped slightly to 3.6%. Notable job gains continued in leisure and hospitality, retail trade, and professional and business services. The number of unemployed persons decreased by 318,000 to 6.0 million. Retail sales rose 0.5% in March, boosted by a jump in gasoline prices as inflation took up a larger part of consumer spending. Excluding gasoline, retail sales fell by 0.3% led by declines in online shopping (6.4%) and auto sales (1.9%).

After declines in January and February, the U.S. Consumer confidence index moved slightly upward in March. The producer price index (PPI), which measures the prices paid by wholesalers, increased 11.2% from a year ago. PPI is considered a forward-looking inflation measure as it tracks prices in the pipeline for goods and services that eventually reach consumers. The Consumer Price Index (CPI) rose 8.5% over the last 12 months, a 40 year high. Gas, groceries, and shelter again were the biggest contributors to the CPI gain with gas accounting for over half of the monthly increase. Consumer prices have risen faster than 6% for six consecutive months. Worker paychecks fell further behind, as inflation-adjusted earnings dropped another 0.8%, further showing an inability of wages to keep up with costs and adding to inflation pressures. Federal Reserve officials have signaled they could raise interest rates by .50% at their May 3-4 meeting, after lifting rates by .25% in March to a range between 0.25% and 0.5%.



OCFA'S PORTFOLIO IS EQUAL TO OR EXCEEDING THE LAIF AND 3 MONTH TREASURY BENCHMARKS AS OF 3-31-22



**BENCHMARK COMPARISON AS OF MARCH 31, 2022**

3 Month T-Bill: 0.45%

1 Year T-Bill: 1.34%

6 Month T-Bill: 0.86%

LAIF: 0.37%

OCFA Portfolio: 0.45%

PORTFOLIO SIZE, YIELD, & DURATION

	<u>Current Month</u>	<u>Prior Month</u>	<u>Prior Year</u>
<i>Book Value</i>	\$156,852,100	\$143,937,194	\$141,030,715
<i>Yield to Maturity (365 day)</i>	0.48%	0.42%	0.29%
<i>Effective Rate of Return</i>	0.45%	0.41%	0.23%
<i>Days to Maturity</i>	16	21	28



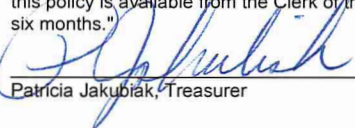
ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Summary
March 31, 2022

Orange County Fire Authority
 1 Fire Authority Road
 Irvine, CA 92602
 (714)573-6301

	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Mat./Call	YTM/Call 360 Equiv.	YTM/Call 365 Equiv.
See Note 1 on page 10								
See Note 2 on page 10								
Investments								
Money Mkt Mutual Funds/Cash	225,594.79	225,594.79	225,594.79	0.16	1	1	0.010	0.010
Federal Agency Coupon Securities	81,450,000.00	77,861,600.45	81,452,149.93	56.29	1,318	28	0.553	0.561
Local Agency Investment Funds	63,022,050.47	62,313,275.37	63,022,050.47	43.55	1	1	0.360	0.365
	144,697,645.26	140,400,470.61	144,699,795.19	100.00%	743	16	0.468	0.475
Investments								
Cash								
Passbook/Checking (not included in yield calculations)	12,351,331.31	12,351,331.31	12,351,331.31		1	1	0.000	0.000
Total Cash and Investments	157,048,976.57	152,751,801.92	157,051,126.50		743	16	0.468	0.475

Total Earnings	March 31	Month Ending	Fiscal Year To Date
Current Year		56,241.33	442,171.71
Average Daily Balance		147,340,329.47	153,884,001.86
Effective Rate of Return		0.45%	0.38%

"I certify that this investment report accurately reflects all pooled investments and is in compliance with the investment policy adopted by the Board of Directors to be effective on January 1, 2022. A copy of this policy is available from the Clerk of the Authority. Sufficient investment liquidity and anticipated revenues are available to meet budgeted expenditure requirements for the next thirty days and the next six months."


 Patricia Jakubiak, Treasurer

4/1/22

Cash and Investments with GASB 31 Adjustment:

Book Value of Cash & Investments before GASB 31 (Above)	\$ 157,051,126.50
GASB 31 Adjustment to Books (See Note 3 on page 10)	\$ (199,026.23)
Total	\$ 156,852,100.27

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Investments
March 31, 2022

See Note 1 on page 10

See Note 2 on page 10

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/Call 365	Days to Mat./Call	Maturity Date
Money Mkt Mutual Funds/Cash											
SYS1042	1042	First American Treasury Oblig		09/22/2021	225,594.79	225,594.79	225,594.79	0.010	0.010	1	
SYS528	528	Federated Treasury Obligations		07/01/2021	0.00	0.00	0.00	0.010	0.010	1	
Subtotal and Average			6,027,393.19		225,594.79	225,594.79	225,594.79		0.010	1	
Federal Agency Coupon Securities											
3133EMLE0	1020	Federal Farm Credit Bank (Continuous Call)		12/23/2020	14,000,000.00	13,659,800.00	14,000,000.00	0.190	0.190	0	09/22/2023
3133EMWH1	1030	Federal Farm Credit Bank (Continuous Call)		04/22/2021	3,000,000.00	2,844,780.00	3,002,149.93	0.710	0.710	20	04/21/2025
3133EMXS6	1032	Federal Farm Credit Bank (Continuous Call)		04/28/2021	12,000,000.00	11,365,800.00	12,000,000.00	0.720	0.720	30	04/28/2025
3130ALNY6	1025	Fed Home Loan Bank (Callable 06/30/2022)		03/30/2021	8,000,000.00	7,646,400.00	8,000,000.00	0.550	0.550	90	09/30/2024
3130ALTJ3	1029	Fed Home Loan Bank (Callable 7/8/2022)		04/22/2021	9,435,000.00	9,102,793.65	9,435,000.00	0.375	0.375	7	04/08/2024
3130ALVR2	1031	Fed Home Loan Bank (Callable 7/23/2022)		04/23/2021	11,015,000.00	10,476,586.80	11,015,000.00	0.520	0.520	22	10/23/2024
3130AM6P2	1034	Fed Home Loan Bank (Callable 4/29/2022)		04/29/2021	12,000,000.00	11,337,120.00	12,000,000.00	1.000	1.000	28	04/29/2026
3130AM6H0	1035	Fed Home Loan Bank (Callable 5/11/2022)		05/11/2021	12,000,000.00	11,428,320.00	12,000,000.00	0.550	0.550	40	10/11/2024
Subtotal and Average			81,452,177.36		81,450,000.00	77,861,600.45	81,452,149.93		0.561	28	
Federal Agency Disc. -Amortizing											
Subtotal and Average			1,258,063.29								
Local Agency Investment Funds											
SYS336	336	Local Agency Invstmnt Fund			63,022,050.47	62,313,275.37	63,022,050.47	0.365	0.365	1	
Subtotal and Average			58,602,695.63		63,022,050.47	62,313,275.37	63,022,050.47		0.365	1	
Total and Average			147,340,329.47		144,697,645.26	140,400,470.61	144,699,795.19		0.475	16	

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Cash
March 31, 2022

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/C 365 Mat./Call	Days to Call
Money Mkt Mutual Funds/Cash										
SYS10033	10033	Revolving Fund		07/01/2021	20,000.00	20,000.00	20,000.00		0.000	1
SYS4	4	Union Bank		07/01/2021	12,331,331.31	12,331,331.31	12,331,331.31		0.000	1
		Average Balance	0.00							1
Total Cash and Investments			147,340,329.47		157,048,976.57	152,751,801.92	157,051,126.50		0.475	16

Orange County Fire Authority

In Service of Others!



ORANGE COUNTY FIRE AUTHORITY
Aging Report
By Maturity Date
As of April 1, 2022

Orange County Fire Authority
 1 Fire Authority Road
 Irvine, CA 92602
 (714)573-6301

See Note 5 on page 10

					Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval:	0 days	(04/01/2022 - 04/01/2022)	5 Maturities	0 Payments	75,598,976.57	49.03%	75,598,976.57	74,890,201.47
Aging Interval:	1 - 30 days	(04/02/2022 - 05/01/2022)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	31 - 60 days	(05/02/2022 - 05/31/2022)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	61 - 90 days	(06/01/2022 - 06/30/2022)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	91 - 120 days	(07/01/2022 - 07/30/2022)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	121 - 365 days	(07/31/2022 - 04/01/2023)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval:	366 - 1095 days	(04/02/2023 - 03/31/2025)	5 Maturities	0 Payments	54,450,000.00	34.25%	54,450,000.00	52,313,900.45
Aging Interval:	1096 days and after	(04/01/2025 -)	3 Maturities	0 Payments	27,000,000.00	16.72%	27,002,149.93	25,547,700.00
Total for			13 Investments	0 Payments		100.00	157,051,126.50	152,751,801.92



NOTES TO PORTFOLIO MANAGEMENT REPORT

- Note 1: Market value of the LAIF investment is calculated using a fair value factor provided by LAIF. The U.S. Bank Corporate Trust and Custody Department provides market values of the remaining investments.
- Note 2: Book value reflects the cost or amortized cost before the GASB 31 accounting adjustment.
- Note 3: GASB 31 requires governmental entities to report investments at fair value in the financial statements and to reflect the corresponding unrealized gains/ (losses) as a component of investment income. The GASB 31 adjustment is recorded only at fiscal year-end. The adjustment for June 30, 2021 includes an increase of \$6,222.75 to the LAIF investment and a decrease of (\$205,248.98) to the remaining investments.
- Note 4: The Federated Treasury Obligations money market mutual fund functions as the Authority's sweep account. Funds are transferred to and from the sweep account to/from OCFA's checking account in order to maintain a target balance of \$1,000,000 in checking. Since this transfer occurs at the beginning of each banking day, the checking account sometimes reflects a negative balance at the close of the banking day. The negative closing balance is not considered an overdraft since funds are available in the money market mutual fund. The purpose of the sweep arrangement is to provide sufficient liquidity to cover outstanding checks yet allow that liquidity to be invested while payment of the outstanding checks is pending.
- Note 5: Section 15.3.1 of the Investment Policy requires at least 50% of the portfolio to be invested to a period of one year or less. The portfolio diversification remains below the 50% threshold at 48.14% due to higher than anticipated expenditures. The diversification requirement is expected to be resolved in April with the receipt of property tax apportionment payments.



Local Agency Investment Fund (LAIF)

As of March 31, 2022, OCFA has \$63,022,050.47 invested in LAIF. The fair value of OCFA's LAIF investment is calculated using a participant fair value factor provided by LAIF on a quarterly basis. The fair value factor as of March 31, 2022 is .988753538. When applied to OCFA's LAIF investment, the fair value is \$62,313,275 or \$708,775 below cost. Although the fair value of the LAIF investment is lower than cost, OCFA can withdraw the actual amount invested at any time.

LAIF is included in the State Treasurer's Pooled Money Investment Account (PMIA) for investment purposes. The PMIA market valuation at March 31, 2022 is included on the following page.



State of California Pooled Money Investment Account Market Valuation 3/31/2022

Description	Carrying Cost Plus		Fair Value	Accrued Interest
	Accrued Interest	Purch. Amortized Cost		
United States Treasury:				
Bills	\$ 46,438,364,881.91	\$ 46,462,802,161.83	\$ 46,366,792,000.00	NA
Notes	\$ 91,137,412,378.62	\$ 91,123,228,383.84	\$ 89,180,593,000.00	\$ 117,562,034.00
Federal Agency:				
SBA	\$ 329,037,520.12	\$ 329,037,520.12	\$ 329,497,596.82	\$ 138,923.93
MBS-REMICs	\$ 5,703,902.13	\$ 5,703,902.13	\$ 5,844,529.41	\$ 25,924.77
Debentures	\$ 8,923,276,985.63	\$ 8,922,590,857.86	\$ 8,805,155,700.00	\$ 8,519,115.80
Debentures FR	\$ -	\$ -	\$ -	\$ -
Debentures CL	\$ 700,000,000.00	\$ 700,000,000.00	\$ 672,254,000.00	\$ 905,027.00
Discount Notes	\$ 24,949,939,687.37	\$ 24,960,712,979.03	\$ 24,906,670,000.00	NA
Supranational Debentures	\$ 2,065,258,478.33	\$ 2,065,258,478.33	\$ 2,004,805,500.00	\$ 5,592,972.00
Supranational Debentures FR	\$ -	\$ -	\$ -	\$ -
CDs and YCDs FR	\$ -	\$ -	\$ -	\$ -
Bank Notes	\$ -		\$ -	\$ -
CDs and YCDs	\$ 15,335,000,000.00	\$ 15,335,000,000.00	\$ 15,320,961,230.66	\$ 9,972,225.03
Commercial Paper	\$ 12,697,608,013.77	\$ 12,705,537,708.34	\$ 12,693,180,684.70	NA
Corporate:				
Bonds FR	\$ -	\$ -	\$ -	\$ -
Bonds	\$ 424,349,911.03	\$ 424,107,855.47	\$ 409,797,860.00	\$ 1,877,396.95
Repurchase Agreements	\$ -	\$ -	\$ -	\$ -
Reverse Repurchase	\$ -	\$ -	\$ -	\$ -
Time Deposits	\$ 4,135,000,000.00	\$ 4,135,000,000.00	\$ 4,135,000,000.00	NA
PMIA & GF Loans	\$ 756,663,000.00	\$ 756,663,000.00	\$ 756,663,000.00	NA
TOTAL	\$ 207,897,614,758.91	\$ 207,925,642,846.95	\$ 205,587,215,101.59	\$ 144,593,619.48

Fair Value Including Accrued Interest

\$ 205,731,808,721.07

Repurchase Agreements, Time Deposits, PMIA & General Fund loans, and Reverse Repurchase agreements are carried at portfolio book value (carrying cost).

The value of each participating dollar equals the fair value divided by the amortized cost (0.988753538).
As an example: if an agency has an account balance of \$20,000,000.00, then the agency would report its participation in the LAIF valued at \$19,775,070.77 or \$20,000,000.00 x 0.988753538.



Orange County Fire Authority

Preliminary Investment Report

April 22, 2022



ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Summary
April 22, 2022

Orange County Fire Authority
 1 Fire Authority Road
 Irvine, CA 92602
 (714)573-6301

	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Mat./Call	YTM/Call 360 Equiv.	YTM/Call 365 Equiv.
See Note 1 on page 19 See Note 2 on page 19								
Investments								
Money Mkt Mutual Funds/Cash	254,748.96	254,748.96	254,748.96	0.12	1	1	0.010	0.010
Federal Agency Coupon Securities	81,450,000.00	77,222,386.35	81,452,106.93	37.59	1,318	62	0.552	0.560
Federal Agency Disc. -Amortizing	36,000,000.00	35,987,880.00	35,990,133.34	16.61	27	25	0.311	0.315
Treasury Discounts -Amortizing	24,000,000.00	23,970,840.00	23,971,511.67	11.06	70	68	0.632	0.641
Local Agency Investment Funds	75,000,000.00	74,156,515.35	75,000,000.00	34.62	1	1	0.360	0.365
	216,704,748.96	211,592,370.66	216,668,500.90	100.00%	508	35	0.454	0.460
Investments								

Cash								
Passbook/Checking (not included in yield calculations)	7,092,115.99	7,092,115.99	7,092,115.99		1	1	0.000	0.000
Total Cash and Investments	223,796,864.95	218,684,486.65	223,760,616.89		508	35	0.454	0.460

Total Earnings	April 22 Month Ending	Fiscal Year To Date
Current Year	41,982.07	487,467.58
Average Daily Balance	147,077,576.55	153,378,118.90
Effective Rate of Return	0.47%	0.39%

"I certify that this investment report accurately reflects all pooled investments and is in compliance with the investment policy adopted by the Board of Directors to be effective on January 1, 2022. A copy of this policy is available from the Clerk of the Authority. Sufficient investment liquidity and anticipated revenues are available to meet budgeted expenditure requirements for the next thirty days and the next six months."

Patricia Jakubiak, Treasurer

Cash and Investments with GASB 31 Adjustment:

Book Value of Cash & Investments before GASB 31 (Above)	\$ 223,760,616.89
GASB 31 Adjustment to Books (See Note 3 on page 19)	\$ (199,026.23)
Total	\$ 223,561,590.66

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Investments
April 22, 2022

See Note 1 on page 19

See Note 2 on page 19

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/Call 365	Days to Maturity Mat./Call	Date
Money Mkt Mutual Funds/Cash											
SYS1042	1042	First American Treasury Oblig		09/22/2021	254,748.96	254,748.96	254,748.96	0.010	0.010	1	
SYS528	528	Federated Treasury Obligations		07/01/2021	0.00	0.00	0.00	0.010	0.010	1	
Subtotal and Average			2,651,655.44		254,748.96	254,748.96	254,748.96		0.010	1	
Federal Agency Coupon Securities											
3133EMLE0	1020	Federal Farm Credit Bank (Continuous Call)		12/23/2020	14,000,000.00	13,613,600.00	14,000,000.00	0.190	0.190	8	09/22/2023
3133EMWH1	1030	Federal Farm Credit Bank (Continuous Call)		04/22/2021	3,000,000.00	2,816,250.00	3,002,106.93	0.710	0.686	1,094	04/21/2025
3133EMXS6	1032	Federal Farm Credit Bank (Continuous Call)		04/28/2021	12,000,000.00	11,250,840.00	12,000,000.00	0.720	0.720	8	04/28/2025
3130ALNY6	1025	Fed Home Loan Bank (Callable 06/30/2022)		03/30/2021	8,000,000.00	7,586,240.00	8,000,000.00	0.550	0.550	68	09/30/2024
3130ALTJ3	1029	Fed Home Loan Bank (Callable 7/8/2022)		04/22/2021	9,435,000.00	9,049,674.60	9,435,000.00	0.375	0.375	76	04/08/2024
3130ALVR2	1031	Fed Home Loan Bank (Callable 7/23/2022)		04/23/2021	11,015,000.00	10,392,101.75	11,015,000.00	0.520	0.520	0	10/23/2024
3130AM6P2	1034	Fed Home Loan Bank (Callable 4/29/2022)		04/29/2021	12,000,000.00	11,175,600.00	12,000,000.00	1.000	1.000	6	04/29/2026
3130AM6H0	1035	Fed Home Loan Bank (Callable 5/11/2022)		05/11/2021	12,000,000.00	11,338,080.00	12,000,000.00	0.550	0.550	18	10/11/2024
Subtotal and Average			81,452,127.45		81,450,000.00	77,222,386.35	81,452,106.93		0.560	62	
Federal Agency Disc. -Amortizing											
313385WD4	1048	Fed Home Loan Bank		04/21/2022	12,000,000.00	11,999,760.00	11,999,640.00	0.180	0.185	6	04/29/2022
313385XX9	1049	Fed Home Loan Bank		04/21/2022	12,000,000.00	11,990,880.00	11,992,160.00	0.490	0.504	48	06/10/2022
313385WT9	1050	Fed Home Loan Bank		04/21/2022	12,000,000.00	11,997,240.00	11,998,333.34	0.250	0.257	20	05/13/2022
Subtotal and Average			3,271,816.36		36,000,000.00	35,987,880.00	35,990,133.34		0.315	25	
Treasury Discounts -Amortizing											
912796R68	1046	US Treasury Bill		04/21/2022	12,000,000.00	11,982,240.00	11,983,000.00	0.680	0.700	75	07/07/2022
912796R43	1047	US Treasury Bill		04/21/2022	12,000,000.00	11,988,600.00	11,988,511.67	0.565	0.581	61	06/23/2022
Subtotal and Average			2,179,209.47		24,000,000.00	23,970,840.00	23,971,511.67		0.641	68	
Local Agency Investment Funds											
SYS336	336	Local Agency Invstmt Fund			75,000,000.00	74,156,515.35	75,000,000.00	0.365	0.365	1	
Subtotal and Average			57,522,767.83		75,000,000.00	74,156,515.35	75,000,000.00		0.365	1	
Total and Average			147,077,576.55		216,704,748.96	211,592,370.66	216,668,500.90		0.460	35	

ORANGE COUNTY FIRE AUTHORITY
Portfolio Management
Portfolio Details - Cash
April 22, 2022

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM/Call 365 Mat./Call	Days to Call
Money Mkt Mutual Funds/Cash										
SYS10033	10033	Revolving Fund		07/01/2021	20,000.00	20,000.00	20,000.00		0.000	1
SYS4	4	Union Bank		07/01/2021	7,072,115.99	7,072,115.99	7,072,115.99		0.000	1
		Average Balance	0.00							1
		Total Cash and Investments	147,077,576.55		223,796,864.95	218,684,486.65	223,760,616.89		0.460	35

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ORANGE COUNTY FIRE AUTHORITY
Aging Report
By Maturity Date
As of April 23, 2022

Orange County Fire Authority
 1 Fire Authority Road
 Irvine, CA 92602
 (714)573-6301

				Maturity Par Value	Percent of Portfolio	Current Book Value	Current Market Value
Aging Interval: 0 days	(04/23/2022 - 04/23/2022)	5 Maturities	0 Payments	82,346,864.95	37.27%	82,346,864.95	81,503,380.30
Aging Interval: 1 - 30 days	(04/24/2022 - 05/23/2022)	2 Maturities	0 Payments	24,000,000.00	10.97%	23,997,973.34	23,997,000.00
Aging Interval: 31 - 60 days	(05/24/2022 - 06/22/2022)	1 Maturities	0 Payments	12,000,000.00	5.48%	11,992,160.00	11,990,880.00
Aging Interval: 61 - 90 days	(06/23/2022 - 07/22/2022)	2 Maturities	0 Payments	24,000,000.00	10.96%	23,971,511.67	23,970,840.00
Aging Interval: 91 - 120 days	(07/23/2022 - 08/21/2022)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval: 121 - 365 days	(08/22/2022 - 04/23/2023)	0 Maturities	0 Payments	0.00	0.00%	0.00	0.00
Aging Interval: 366 - 1095 days	(04/24/2023 - 04/22/2025)	6 Maturities	0 Payments	57,450,000.00	25.06%	57,452,106.93	54,795,946.35
Aging Interval: 1096 days and after	(04/23/2025 -)	2 Maturities	0 Payments	24,000,000.00	10.26%	24,000,000.00	22,426,440.00
Total for		18 Investments	0 Payments		100.00	223,760,616.89	218,684,486.65



NOTES TO PORTFOLIO MANAGEMENT REPORT

- Note 1: Market value of the LAIF investment is calculated using a fair value factor provided by LAIF. The U.S. Bank Corporate Trust and Custody Department provides market values of the remaining investments.
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GLOSSARY

INVESTMENT TERMS

Basis Point. Measure used in quoting yields on bonds and notes. One basis point is .01% of yield.

Book Value. This value may be the original cost of acquisition of the security, or original cost adjusted by the amortization of a premium or accretion of a discount. The book value may differ significantly from the security's current value in the market.

Commercial Paper. Unsecured short-term promissory notes issued by corporations, with maturities ranging from 2 to 270 days; may be sold on a discount basis or may bear interest.

Coupon Rate. Interest rate, expressed as a percentage of par or face value, that issuer promises to pay over lifetime of debt security.

Discount. The amount by which a bond sells under its par (face) value.

Discount Securities. Securities that do not pay periodic interest. Investors earn the difference between the discount issue price and the full face value paid at maturity. Treasury bills, bankers' acceptances and most commercial paper are issued at a discount.

Effective Rate of Return. Rate of return on a security, based on its purchase price, coupon rate, maturity date, and the period between interest payments.

Federal Agency Securities. Securities issued by agencies such as the Federal National Mortgage Association and the Federal Farm Credit Bank. Though not general obligations of the US Treasury, such securities are sponsored by the government and therefore have high credit ratings. Some are issued on a discount basis and some are issued with coupons.

Federal Funds. Funds placed in Federal Reserve banks by depository institutions in excess of current reserve requirements. These depository institutions may lend fed funds to each other overnight or on a longer basis. They may also transfer funds among each other on a same-day basis through the Federal Reserve banking system. Fed Funds are considered to be immediately available funds.

Fed Funds Rate. The interest rate charged by one institution lending federal funds to another.

Federal Open Market Committee. The branch of the Federal Reserve Board that determines the direction of monetary policy.

Local Agency Investment Fund (LAIF). A California State Treasury fund which local agencies may use to deposit funds for investment and for reinvestment with a maximum of \$75 million for any agency (*excluding bond funds, which have no maximum*). It offers high liquidity because

deposits can be converted to cash in 24 hours and no interest is lost. Interest is paid quarterly and the State's administrative fee cannot to exceed 1/4 of a percent of the earnings.

Market value. The price at which the security is trading and could presumably be purchased or sold.

Maturity Date. The specified day on which the issuer of a debt security is obligated to repay the principal amount or face value of security.

Money Market Mutual Fund. Mutual funds that invest solely in money market instruments (short-term debt instruments, such as Treasury bills, commercial paper, bankers' acceptances, repurchase agreements and federal funds).

Par. Face value or principal value of a bond typically \$1,000 per bond.

Rate of Return. The amount of income received from an investment, expressed as a percentage. *A market rate of return* is the yield that an investor can expect to receive in the current interest-rate environment utilizing a buy-and-hold to maturity investment strategy.

Treasury Bills. Short-term U.S. government non-interest bearing debt securities with maturities of no longer than one year. The yields on these bills are monitored closely in the money markets for signs of interest rate trends.

Treasury Notes. Intermediate U.S. government debt securities with maturities of one to 10 years.

Treasury bonds. Long-term U.S. government debt securities with maturities of 10 years or longer.

Yield. Rate of return on a bond.

Yield-to-maturity. Rate of return on a bond taking into account the total annual interest payments, the purchase price, the redemption value and the amount of time remaining until maturity.

ECONOMIC TERMS

Conference Board Consumer Confidence Index. A survey that measures how optimistic or pessimistic consumers are with respect to the economy in the near future.

Consumer Price Index (CPI). A measure that examines the weighted average of prices of a basket of consumer goods and services, such as transportation, food and medical care. Changes in CPI are used to assess price changes associated with the cost of living.

Durable Goods Orders. An economic indicator released monthly that reflects new orders placed with domestic manufacturers for delivery of factory durable goods such as autos and appliances in the near term or future.

Gross Domestic Product. The monetary value of all the finished goods and services produced within a country's borders in a specific time period. It includes all of private and public consumption, government outlays, investments and exports less imports that occur within a defined territory.

Industrial Production. An economic indicator that is released monthly by the Federal Reserve Board. The indicator measures the amount of output from the manufacturing, mining, electric and gas industries.

ISM Institute for Supply Management (ISM) Manufacturing Index. A monthly index that monitors employment, production inventories, new orders and supplier deliveries.

ISM Non-manufacturing Index. An index based on surveys of non-manufacturing firms' purchasing and supply executives. It tracks economic data for the service sector.

Leading Economic Index. A monthly index used to predict the direction of the economy's movements in the months to come. The index is made up of 10 economic components, whose changes tend to precede changes in the overall economy.

National Federation of Independent Business Small Business Optimism Index. An index based on surveys of small business owners' plans and expectations regarding employment, capital, inventories, economic improvement, credit conditions, expansion, and earnings trends in the near term or future.

Producer Price Index. An index that measures the average change over time in the selling prices received by domestic producers for their output.

University of Michigan Consumer Sentiment Index. An index that measures the overall health of the economy as determined by consumer opinion. It takes into account an individual's feelings toward his or her own current financial health, the health of the economy in the short term and the prospects for longer term economic growth.



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
May 26, 2022

Agenda Item No. 2C
Consent Calendar

Third Quarter Financial Newsletter

Contact(s) for Further Information

Robert Cortez, Assistant Chief Business Services Department	robertcortez@ocfa.org	714.573.6012
Tricia Jakubiak, Treasurer Treasury & Financial Planning	triciajakubiak@ocfa.org	714.573.6301
Stuart Lam, Budget Manager Treasury & Financial Planning	stuartlam@ocfa.org	714.573.6302

Summary

This routine agenda item is submitted to provide information regarding revenues and expenditures in the General Fund and the Capital Improvement Program Funds through the third quarter of FY 2021/22.

Prior Board/Committee Action

On May 11, 2022, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 6-0 (Directors O'Neill, Hernandez and Sachs absent).

RECOMMENDED ACTION(S)

Receive and file the report.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Not Applicable.

Background

The Quarterly Financial Newsletter provides information about the General Fund's top five revenue sources as well as expenditures by department and by type. Revenues and expenditures for the Capital Improvement Program (CIP) funds are also included. Revenues and expenditures for the General and CIP Funds through the third quarter of the fiscal year are within budgetary estimates, except where noted in the attached newsletter.

Attachment(s)

Third Quarter Financial Newsletter – July 2021 to March 2022

3rd Quarter July 2021 to March 2022

Financial Newsletter

Summary

The Quarterly Financial Newsletter provides summary level information regarding the General Fund (GF) operating budget and Capital Improvement Program (CIP) budget to highlight revenue and expenditure trends and areas of note.

With the 3rd Quarter (i.e. 75%) of the fiscal year completed, General Fund actual revenues are in line with budget estimates and expenditures are slightly higher than anticipated due to workers' compensation related backfill/overtime. As of the end of the quarter, OCFA received 65.8% of budgeted revenues and expended 70.6% of appropriations.

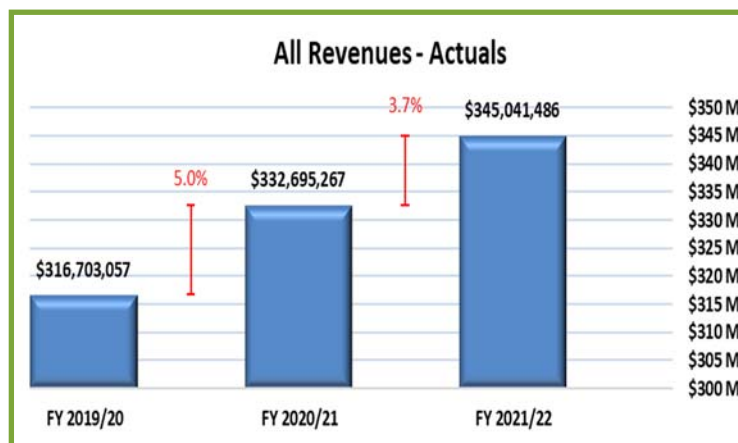
The OCFA expended 45.0% of the GF CIP, 3.2% of Fire Stations & Facilities, 21.0% of Comm. & Info. Systems, and 68.8% of the Fire Apparatus budgets.

For additional info, see attached newsletter.



General Fund

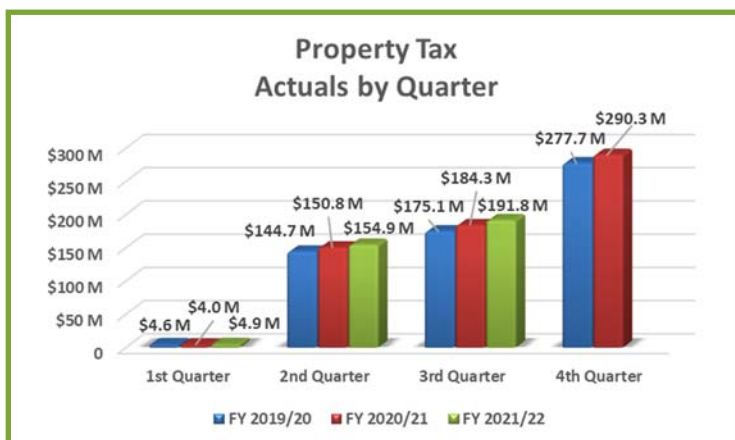
REVENUES - General Fund revenues received as of the 3rd quarter amounted to \$345.0 million, approximately 3.7% higher than the prior year. The increase is primarily due to higher secured and unsecured property tax receipts as well as higher cash contract city, CRA pass-through, and community risk reduction fee revenue.



Now that the mid-year adjustments approved by the Board in March have been

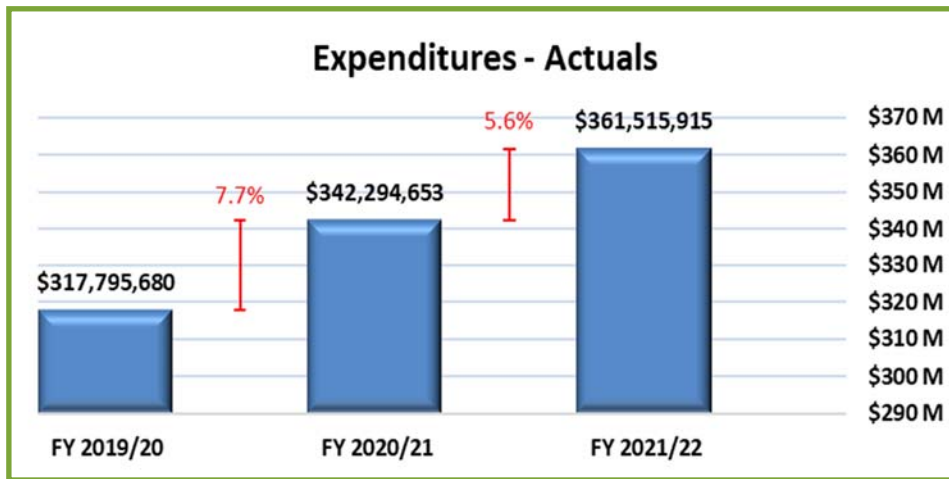
incorporated into the budget, the top five revenues are trending as expected. For the

3rd quarter of fiscal year 2021/22, property taxes are \$7.4 million higher when compared to the prior year. Secured property tax represents over 95% of overall property tax revenue and based on data from the Auditor-Controller, OCFA projects secured property taxes will be \$1.5 million higher than originally budgeted.

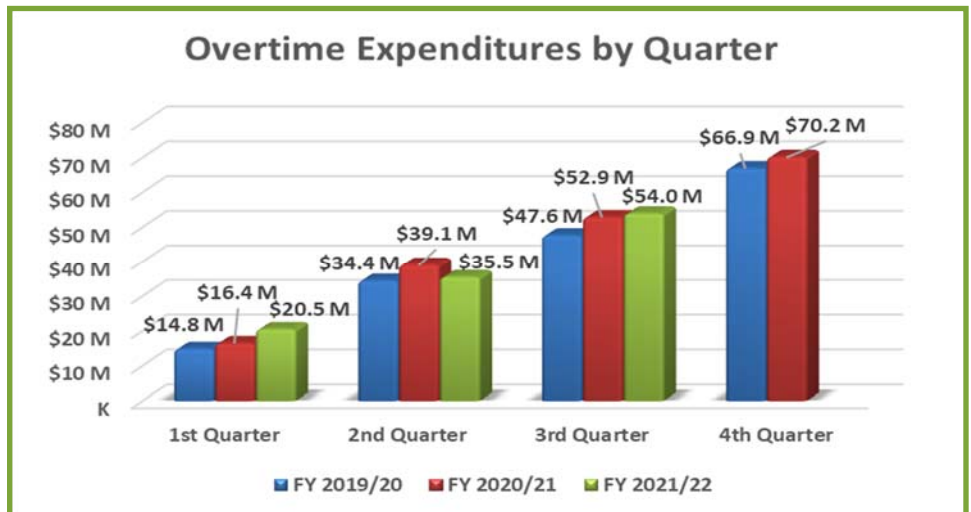


EXPENDITURES — General Fund expenditures through the 3rd quarter amounted to \$361.5 million and

reflect an increase of 5.6% when compared to the prior fiscal year. Initial budget estimates projected 3rd quarter expenditures ending at \$351.8 million. Most of the budgetary variance is due to backfill/overtime costs. Services and supplies expenditures were in line with budgetary estimates and equipment trended lower than budgetary estimates.



The following Overtime Expenditures by Quarter chart captures historical cumulative overtime expenditures from fiscal year 2019/20 through the 3rd quarter of fiscal year 2021/22. Actual overtime expenditures are \$1.1 million higher than last year. Major incidents this year include the Caldor, Dixie, French, Lick Creek, River, and Willow fires. These emergency incident overtime expenditures are reimbursable. Several categories of backfill/overtime are higher when compared to last fiscal year including Workers Compensation due to a surge in COVID-19 related claims (\$3.0 million higher), Sick and Vacation (\$2.0 million higher), and Training (\$1.6 million higher). Overtime expenditures will continue to be monitored for potential year-end budget adjustment.



We hope you have found this summary information illustrative and useful. Additional detailed information is included in following Newsletter pages, including progress for each of the CIP funds.



Orange County Fire Authority

Third Quarter Financial Newsletter – July 2021 to March 2022

OVERVIEW

This report covers fiscal activities in the General Fund and CIP Funds through the third quarter of Fiscal Year 2021/22. Budget figures include all budget adjustments authorized by the Board through the third quarter.

GENERAL FUND

With 75% of the year completed, General Fund revenues are 65.8% of budget and expenditures are 70.6% as shown below:

General Fund (excludes 12110)	YTD Actual	Budget	Variance in Dollars	% Variance
Revenues	345,041,486	524,226,683	179,185,197	65.8%
Expenditures	361,515,915	512,353,731	150,837,816	70.6%

Top Five Revenues. The analysis presented below compares the five largest revenue categories received through the third quarter, as compared to the budgetary estimate for this point in the fiscal year. Categories in which the variance is greater than 10% or \$1 million, are discussed below the table.

Top Five Revenues	YTD Actual Receipts	Trended YTD Budget Estimate	Variance: Actual to Budget Est. in Dollars	% Variance
Property Taxes	191,770,975	191,948,434	(177,459)	0%
Cash Contracts	110,807,853	110,796,959	10,894	0%
State Reimbursements	19,585,607	19,000,000	585,607	3%
CRA Pass-through	9,196,205	9,601,669	(405,464)	-4%
Community Risk Reduction Fees	4,190,314	4,005,500	184,814	5%
Total	335,550,954	335,352,562	198,392	0%

- With the Mid-Year Budget Adjustments approved by the Board in March, actual receipts for the largest five revenue categories are in line with trended budget estimates for the third quarter.

Expenditures. The analysis presented below compares the actual expenditures through the third quarter, as compared to the budgetary estimate for this point in the fiscal year. Categories in which the variance is greater than 10% or \$1 million, are discussed below the table.

Expenditures by Department	YTD Actual Expenditures	Trended YTD Budget Estimate	Variance: Actual to Budget in Dollars	% Variance
Business Services	20,396,912	21,011,922	(615,010)	-3%
Command & Emergency Planning	6,657,300	6,859,452	(202,152)	-3%
Community Risk Reduction	8,711,021	9,812,785	(1,101,764)	-11%
EMS & Training	9,481,026	9,979,999	(498,973)	-5%
Executive Management	12,244,959	12,564,019	(319,060)	-3%
Human Resources	9,466,718	9,575,423	(108,705)	-1%
Logistics	25,709,541	25,926,307	(216,766)	-1%
Operations	246,136,329	232,019,470	14,116,859	6%
Special Operations	22,712,108	24,085,467	(1,373,359)	-6%
Total	361,515,915	351,834,844	9,681,071	3%

- **Community Risk Reduction** – This department is lower than budget estimates for the third quarter due to the Cal Fire Tree Pest Mitigation Grant with only \$472K of the \$4.6 million grant budget expended. Projects have been delayed due to COVID-19, but expenditures are anticipated to pick up in the fourth quarter as there are currently 12 grant funded projects moving forward.
- **Operations** – This department is exceeding budget estimates for the third quarter primarily due to backfill/overtime expenditures. Part of the budgetary variance is due to overtime costs incurred for reimbursable emergency incidents including additional assistance by hire expenditures that were not included in the Mid-Year Budget Adjustment. Major incidents in FY 2021/22 include the Caldor, Dixie, French, Lick Creek, River, and Willow fires. Several categories of backfill/overtime are higher when compared to last fiscal year including Workers Compensation due to a surge in COVID-19 related claims (\$3.0 million higher), Sick and Vacation (\$2.0 million higher), and Training (\$1.6 million higher). Overtime expenditures will continue to be monitored for potential year-end budget adjustment.
- **Special Operations** – This department is trending under budget estimates for the third quarter primarily due to lower than expected salary and benefit expenditures. Vacancies in the Air Operations and Crews & Equipment sections account for the variance.

Expenditures by type are outlined below, with exception details following the table:

Expenditures by Type	YTD Actual Expenditures	Trended YTD Budget Estimate	Variance: Actual to Budget in Dollars	% Variance
Salary and Employee Benefits	319,625,106	309,121,009	10,504,097	3%
Services and Supplies	41,539,212	42,240,396	(701,184)	-2%
Equipment	351,597	473,439	(121,842)	-26%
Total	361,515,915	351,834,844	9,681,071	3%

- **Salary & Employee Benefits** – This category is trending over budget estimates for the third quarter by approximately \$10.5 million or 3%. This is primarily due to backfill/overtime expenditures. Part of the budgetary variance is due to overtime costs incurred for reimbursable emergency incidents including additional assistance by hire expenditures that were not included in the Mid-Year Budget Adjustment. Major incidents in FY 2021/22 include the Caldor, Dixie, French, Lick Creek, River, and Willow fires. Several categories of backfill/overtime are higher when compared to last fiscal year including Workers Compensation due to a surge in COVID-19 related claims (\$3.0 million higher), Sick and Vacation (\$2.0 million higher), and Training (\$1.6 million higher). Overtime expenditures will continue to be monitored for potential year-end budget adjustment.
- **Equipment** – This category is trending under budget estimates by approximately \$122K or 26% due to various departments spending less than projected on equipment through the third quarter.

CIP FUNDS

Revenues and expenditures for the Capital Improvement Program funds are summarized below. Any variances are noted following the fund table:

General Fund CIP

Fund 12110	YTD Actual	Budget	Percent
Expenditures	4,584,757	10,191,729	45.0%

- This Fund receives transfers from the General Fund as its revenue source.
- Replacement of equipment such as: enterprise phone/public address system upgrade, fire station bathroom inclusive facilities projects, data network upgrades, fire shelters, Hazmat air monitors, telephone/alarm system upgrade, replacement of PCs, laptops, tablets, printers, 800 MHz radios, VHF radios, and mobile data computers.
- Expenditures of approximately \$4.6 million are attributable to the fire station telephone/alarm/sound system upgrade, station bathroom inclusive facilities projects, data network upgrades, maintenance of the CPR chest compression devices, enterprise phone/public address system upgrade, replacement PCs, tablets and printers, VHF radios, 800 MHz radios, high pressure air bags, mobile data computers, and various IT and Property Management projects described above.

Fire Stations and Facilities

Fund 123	YTD Actual	Budget	Percent
Revenue	530,347	258,256	205.4%
Expenditures	578,545	17,818,265	3.2%

- Revenues in this fund are attributable to interest earned through the third quarter, CALFIRE contract revenue, and developer contributions of \$379K.
- Appropriations of \$17.8 million include funding for replacement of FS 10 and FS 24, RFOTC training grounds expansion and upgrade, infrastructure security enhancements, FS 49 apparatus bay floor reconstruction and retrofit of existing fire station life and safety systems.
- Expenditures of approximately \$579K are include FS 49 apparatus bay floor reconstruction, RFOTC expansion and upgrade of training grounds, and retrofit of existing fire station life and safety systems.

Communications & Information Systems

Fund 124	YTD Actual	Budget	Percent
Revenue	19,362	13,529	143.1%
Expenditures	936,190	4,466,515	21.0%

- Revenues in this fund are attributable to interest earned through the third quarter.
- Appropriations of \$4.5 million include funding for: CRR automation/IFP replacement, RFOTC data center fire suppression system upgrade, disaster recovery co-location facility, EMS enterprise system development, enterprise audio video equipment upgrades, incident reporting application replacement, and next generation CAD2CAD.
- Year to date expenditures of \$936K are primarily attributable to the disaster recovery co-location facility, RFOTC data center fire suppression system upgrade, OCFA enterprise audio-visual upgrades, EMS enterprise system development and the CRR automation/IFP replacement.

Fire Apparatus

Fund 133	YTD Actual	Budget	Percent
Revenue	1,471,181	2,815,643	52.3%
Expenditures	9,810,369	14,256,648	68.8%

- Revenues in this fund are attributable to vehicle replacement program payments from cash contract cities and interest earned through the third quarter.
- Appropriations of \$14.3 million include vehicle outfitting, 5 100' quint trucks, 1 type one engine, 1 dozer transport trailer, 1 US&R support vehicle, 3 swift water vehicles, 5 vans, 4 full-size SUVs, a superintendent vehicle, and other miscellaneous emergency and support vehicles.

- Expenditures include 5 100' quint trucks, 1 dozer tender transport trailer, developer funded truck, 2 light service trucks and outfitting costs.

SUMMARY

For more information. This summary is based on detailed information from our financial system. If you would like more information or have any questions about the report, please contact Stuart Lam, Budget Manager at 714-573-6302, or Tricia Jakubiak, Treasurer at 714-573-6301.



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
May 26, 2022

Agenda Item No. 2D
Consent Calendar

**Contract Increase for Pre-Employment Background
Investigative Services**

Contact(s) for Further Information

Stephanie Holloman, Assistant Chief
Human Resources Department

stephanieholloman@ocfa.org

714.573.6353

Duke Steppe, Human Resources Manager
Human Resources Department

dukesteppe@ocgfa.org

714.573.6807

Summary

This agenda item is submitted for approval to increase the current term of the contracts for Pre-Employment Background Investigation Services with Oracle Investigation Group, LLC, Sintra Group Inc., and RCS Investigations and Consulting selected as part of RFP JA2357 solicitation process in 2019.

Prior Board/Committee Action(s)

Not Applicable

RECOMMENDED ACTION(S)

1. Approve and authorize the Purchasing Manager to execute Amendment One to the Professional Services Agreement with Oracle Investigation Group, LLC, increasing contract value by \$100,000, not to exceed a total of \$200,000 for current year contract (ending September 30, 2022).
2. Approve and authorize the Purchasing Manager to execute Amendment One to the Professional Services Agreement with RCS Investigations and Consulting increasing contract value by \$60,000, not to exceed a total of \$160,000 for current year contract (ending September 30, 2022).
3. Approve and authorize the Purchasing Manager to execute Amendment One to the Professional Services Agreement with Sintra Group Inc. increasing contract value by \$60,000, not to exceed a total of \$160,000 for current year contract (ending September 30, 2022).

Impact to Cities/County

Not applicable

Fiscal Impact

Staff is not requesting additional funds but will absorb the increased investigation costs from savings in other consulting categories.

Background

Contract Award

On March 1, 2019, staff issued RFP JA2357 for pre-employment background investigative services and received nine responsive proposals. Proposals were scored based on the evaluation criteria defined in the solicitation. The five highest-ranked firms were invited to participate in an interview. Upon completion of the interviews, the evaluation panel recommended awarding

agreements in the amount of \$100,000 annually to each of the top three firms: Sintra Group, RCS Investigations, and Oracle Investigations Group.

Program Functionality

The Human Resources (HR) department is responsible for working with contractors to perform pre-employment background investigations. The department maintains three contracts for as-needed pre-employment background investigative services following a conditional job offer of employment to review candidates work, education, criminal, military, driving, education, and personal history (home, family, drug and alcohol use, and social media use) prior to making a final job offer. External investigators are utilized to ensure impartiality and thoroughness of investigations.

Current Request

During the current contract year (beginning October 1, 2021), Human Resources staff has been tasked with meeting a surge in hiring:

- Changed Academy 53 from a Firefighter Trainee Academy to a blended Firefighter Trainee / Firefighter Paramedic Academy which increased the standard number of candidates sent to backgrounds by 39; and
- Added Firefighter Paramedic Academy 55 (May 2022) added an additional 89 candidates to the background process; and
- Increased the number of Hand Crew Firefighter candidates sent through the background process from 15 to 32 to ensure staffing is maintained with the possible addition of a second Hand Crew anticipated to be funded by the State.

Human Resources staff budgets for 190 backgrounds per contract year (Firefighter, Arson Investigator, Dispatcher, and Hand Crew Firefighter), the increase of 145 additional candidates to the background process was unplanned and is necessitating an adjustment to the contracts with Oracle Investigation Group, LLC, Sintra Group Inc., and RCS Investigations and Consulting. Therefore, staff is seeking approval for a one-time adjustment to all three, pre-employment background investigation contract amounts for the current contract year (ending September 30, 2022) as follow:

- Oracle Investigation Group, LLC, \$100,000, not to exceed a total amount of \$200,000.
- Sintra Group Inc., \$60,000, not to exceed a total amount of \$160,000.
- RCS Investigations and Consulting \$60,000, not to exceed a total amount of \$160,000.

The expectation is that all three contracts will revert to the original contract amounts of \$100,000 per vendor effective 10/1/2022 as there are no additional Firefighter Academies planned for 2023 as occurred in 2021/2022. Future Hand Crew Firefighter backgrounds are anticipated to be funded by the State.

Attachment(s)

None.



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
May 26, 2022

Agenda Item No. 2E
Consent Calendar

**Amendment of Professional Services Agreements for
Third Party Workers Compensation Administration**

Contact(s) for Further Information

Stephanie Holloman, Assistant Chief
Human Resources Department

stephanieholloman@ocfa.org

714.573.6353

Rhonda Haynes, Risk Manager
Human Resources Department

rhondahaynes@ocfa.org

714.573.6833

Summary

This agenda item is submitted for approval to amend the two previously approved Professional Services Agreements with CorVel Corporation (CorVel) for third party administration of the Workers Compensation program to extend the respective term dates for three years plus two optional one-year renewals, and to increase the annual program administration fees by \$231,798 to a new total not to exceed \$934,048 annually.

Prior Board/Committee Action

At its March 27, 2014, meeting, the Executive Committee approved a Professional Services Agreement with CorVel for workers' compensation third party administration (TPA) and managed care (MC) services for an initial term of five years plus three optional one-year renewals.

At its March 24, 2016, meeting, the Executive Committee approved issuing a Professional Services Agreement to CorVel for the administration of Traveler's insurance claims (insurance legacy claims) in an amount not to exceed \$40,000 annually.

At its September 26, 2019, meeting, the Executive Committee approved an increase of \$95,000 annually to the Professional Services Agreement with CorVel for TPA and MC services for the addition of a ninth claims adjuster to serve as the Claims Liaison.

On May 3, 2022, the Human Resources Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 6-0 (Director Rains absent).

RECOMMENDED ACTION(S)

Approve and authorize the Purchasing Manager to amend the two Professional Services Agreements with CorVel to extend the respective term dates for three years plus two optional one-year renewals, and to reflect an increase in annual TPA fees by \$231,798 to a new total not to exceed \$934,048 annually.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Funding for the workers' compensation program is currently funded at the base price of the original contract, in the proposed FY 2022/23 General Fund Budget, specifically in the Human Resources budget for services and supplies. This funding does not include the increase. Staff will monitor the overall HR budget to identify savings in other line items that may offset the cost. If there are costs that cannot be absorbed by saving in other areas, staff will need to request a mid-year budget adjustment.

Background

Contract Award

On April 29, 2013 staff issued RFP DC1857 for third party workers compensation administration and managed care services and received twelve responsive proposals. Pricing was evaluated using actual claims data from the prior year and all calculations were confirmed by OCFA's independent auditors, Lance, Soll & Lunghard, LLC. The two highest-ranked firms were invited to participate in an interview. Upon completion of the interviews, CorVel emerged as the top-ranked firm. A best and final offer was requested from CorVel resulting in a savings of \$18,282 during the initial contract term.

Additionally, on December 17, 2013 staff issued RFP DC1898 for the administration of legacy claims dating prior to 2002 when OCFA was insured for Workers Compensation through Travelers Insurance. This RFP was sent to the then six partner-firms of Travelers, which did not include CorVel, and a Professional Services Agreement was issued to Cannon Cochran Management services, Inc. (CCMSI). In 2016 CCMSI declined to extend their Professional Services Agreement and because CorVel had since become a partner-firm of Travelers, the Executive Committee approved issuing an agreement to CorVel for these services in an amount not to exceed \$40,000 annually.

Program Functionality

Workers' Compensation Third Party Administration and Managed Care Services

The OCFA transitioned to a self-insured third party administered workers' compensation program in March 2002. The third-party administration (TPA) of the program consists of claims administration, utilization review, bill review, and nurse case management and medical provider network. Services will be based on the cost list provided in the amended contract and the total cost of these services will be based on actual claims activity and bill volume. The functional mechanism by which these services are paid for utilizes two blanket orders; one for the annual administration fees, and one for managed care services which includes funding sufficient to cover all benefits and employee claim payments.

CorVel was administering 775 claims at the inception of the contract and there are currently 1375 open claims. The increase in claims volume is due to the addition of more employees, COVID 19, increased overtime, aging workforce, workers' compensation legislation statute of limitations for filing cancer claims, and an increase in presumptive claims. In 2019, a claims liaison position was added to our claims team to support our workers' compensation program. This helps to ensure compliance with the workers' compensation laws, reduced open claims, and a high level of customer service for our personnel. Good customer service and frequent communication is a key factor in maintaining our low litigation rate. The costs associated with the additional claims team member is \$95,000 annually.

Legacy Claims

The insurance legacy claims originated from 1998-2000 when the OCFA carried high deductible insurance through Travelers. On-going claims costs are paid through the insurance policy with the OCFA only paying for the administration fees of the open claims. These claims cannot be handled through OCFA's self-insured program and require a separate claims team as approved by Travelers. There were 39 open claims when CorVel began administration of the insurance legacy claims and they have closed 66.7% of these claims. Based upon the current number of open claims and the proposed annual administration fees, OCFA estimates an annual cost of \$11,388 for these pre-2002 Travelers claims.

Current Request

Risk Management conducted a survey of our member cities to inquire how long they have been with their current TPA and the length of their workers' compensation contract. We spoke with 15 of our 23 partner Cities and learned that on average, the agencies have maintained a relationship with their current TPA for 13 years, with contracts renewing on a 3-year basis. Two thirds of the responding Cities have maintained their TPA relationship for over 10 years. This information proves it is common to have long TPA relationships, particularly due to the transition process being quite disruptive. Additionally, the state of the market, inflation, and the impact COVID had on staffing have impacted the ability of third party workers compensation administration firms to hire competent claims professionals as many have left the field.

CorVel has been a partner with OCFA since the inception of the OCFA's self-insured workers' compensation program and has worked closely with the OCFA to design and customize a program that expedites benefits and continuity of service for our injured workers, including administering our ADR program. CorVel has provided excellent services over the past eight years and maintained relationships with Local 3631 and other staff members, ensuring all of the needs and services within the scope of the program are met. In addition to developing a Liaison position to personalize the service needs of our employees. OCFA regularly solicits feedback from employees going through the workers' compensation process to gauge satisfaction with the level of service. The feedback received has been largely positive informing us that CorVel is performing well for the OCFA.

CorVel has agreed to maintain the current high level of service at a flat annual administration fee for the initial three-year renewal term. The flat annual administration fee is \$839,048 which represent a 19.5% increase over the current annual administration fees. Risk Management considers this reasonable bearing in mind the status of the current market where cost increase is up 30% based on the current inflation rates and anticipates issuing a Request for Proposals during the second year of the initial three-year renewal term.

Therefore, based on the excellent quality of service provided by CorVel, including its commitment to fixed pricing for the initial renewal term, Risk Management recommends approval and authorization for the Purchasing Manager to amend the previously approved Professional Services Agreements with CorVel as stated in the Recommended Action.

Attachment(s)

None.



Orange County Fire Authority
AGENDA STAFF REPORT

Executive Committee Meeting
May 26, 2022

Agenda Item No. 2F
Consent Calendar

Contract Increase for Industrial Hygienist Services

Contact(s) for Further Information

Stephanie Holloman, Assistant Chief
Human Resources Department

stephanieholloman@ocfa.org

714.573.6353

Rhonda Haynes, Risk Manager
Human Resources Department

rhondahaynes@ocfa.org

714.573.6651

Summary

This agenda item is submitted for approval of an increase to the Professional Services Agreement with Aero Environmental Services, LLC (Aero Environmental) for industrial hygienist services due to increased contract utilization.

Prior Board/Committee Action

Not Applicable.

RECOMMENDED ACTION(S)

Approve and authorize the Purchasing Manager to increase the Professional Services Agreement with Aero Environmental Services, LLC by \$2,047.08 to a total not to exceed \$52,047.08 for the agreement term ending March 31, 2022.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Funding is included in the Human Resources Risk Management FY 2021/22 budget. The recommended action will only increase the contract spending authority.

Background

OCFA Risk Management facilitates environmental testing of Asbestos Assessment, Indoor Air Quality Monitoring, Noise Monitoring, and Surface Sampling and has been utilizing Aero Environmental since 2008 because of their experience and availability to meet the needs of the OCFA. Aero is utilized most often because they are the ones who have met the deadlines for requested services to evaluate our building sites, and our turn-outs on an immediate basis. Other industrial hygienist firms were not able to meet the timeframes required.

During the agreement renewal term, there were several fire incidents that OCFA responded to that involved lithium-ion batteries. These batteries contain heavy metals which have the potential to contaminate PPE worn by firefighters during the incident and pose a significant health risk to any person handling or wearing these items. During the later months of the agreement term, OCFA responded to more lithium-ion battery fires than previous years. Testing the PPE is phased in that Aero Environmental first evaluates the turnouts and, if contaminated, they are sent to a third party

for appropriate cleaning. Upon completion, Aero Environmental again evaluates the PPE to ensure that the PPE no longer poses a health risk. Due to the type of contaminants found in lithium-ion batteries, some of the PPE had to be returned for additional cleaning and then re-tested. When staff initiates the process to test for contaminated PPE, it is unknown how many rounds of cleaning and re-testing the PPE will have to undergo. The additional testing and re-testing of the PPE caused staff to authorize services above the contract value. During the last month of the agreement term, staff was informed that the total amount due for this testing exceeded the contract value.

Recommendation

Executive Committee approval is required for agreements over \$50,000 annually when the contract was not established due to a competitive process, as defined in the Roles & Responsibilities Matrix. Staff requests an increase to the Professional Services Agreement with Aero Environmental ending March 31, 2022, to pay for work completed. Seeing that annual usage exceeds the small purchase threshold, staff has issued a Request for Proposals JA2559 to establish one or more competitive agreements for these same industrial hygienist services. Therefore, additional increases for the current renewal period beginning April 1, 2022, are not being requested.

Attachment(s)

None.