



# ORANGE COUNTY FIRE AUTHORITY AGENDA

## Budget and Finance Committee Regular Meeting

Wednesday, February 8, 2023

12:00 Noon

### Regional Fire Operations and Training Center

Board Room

1 Fire Authority Road  
Irvine, California 92602

### Committee Members

John O'Neill, Vice-Chair

Troy Bourne • Shelley Hasselbrink • Gene Hernandez  
Austin Lumbard • Mark Tettermer • Vince Rossini  
Jennifer Cervantez, Ex Officio

### 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:

#### **View Meeting On-Line:**

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

**Live Public Comments by 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](mailto: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>.

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>



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.

**CALL TO ORDER** – Vice Chair O’Neill

**PLEDGE OF ALLEGIANCE** - Director Hasselbrink

**ROLL CALL** - Clerk of the Authority

**PUBLIC COMMENTS**

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

**1. PRESENTATION**

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 Budget and Finance Committee Meetings**

Submitted by: Maria Huizar, Clerk of the Authority

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

Recommended Actions:

1. Approve the Minutes for the January 11, 2023, Regular Meeting as submitted.
2. Approve the Minutes for the January 12, 2023, 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

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of February 23, 2023, with the Budget and Finance Committee’s recommendation that the Executive Committee receive and file the reports.

**C. Second Quarter Financial Newsletter**

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

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of February 23, 2023, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

**D. Second Quarter Purchasing Report**

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

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of February 23, 2023, with the Budget and Finance Committee's recommendation that the Board of Directors receive and file the report.

**E. FY 2021 Grant for All Hazard-All Risks Command Trailer and Regional Training**

Submitted by: TJ McGovern, Deputy Chief/Emergency Operations Bureau, Tim Perkins, Division Chief/Special Operations and Shane Sherwood, Division Chief

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of February 23, 2023, with Budget and Finance Committee's recommendations that the Board of Directors approve a Budget Adjustment in Fund 121 to increase revenue and expenditures by \$206,114 for the grant program award.

**3. DISCUSSION CALENDAR**

**A. 2022 Long Term Liability Study and Accelerated Pension Payment Plan**

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

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of February 23, 2023, with the Budget and Finance Committee's recommendation that the Board of Directors receive and file the report.

**B. Election of Committee Chair and Vice Chair**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Maria D. Huizar, Clerk of the Authority

Recommended Action:

Elect a Chair and Vice Chair for 2023.

**REPORTS**

No items.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, March 8, 2023, at 12:00 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.

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Maria D. Huizar, CMC  
 Clerk of the Authority

**FUTURE B&FC AGENDA ITEMS – THREE-MONTH OUTLOOK:**

- Mid-Year Budget Adjustments
- Annual Auditor Communications
- Fiscal Year 2021/22 Backfill/Overtime and 2022 Total Earnings/Compensation Analysis
- Monthly Investment Report
- 3<sup>rd</sup> Quarter Financial Newsletter
- 3<sup>rd</sup> Quarter Purchasing Report

**UPCOMING MEETINGS:**

Operations Committee	Tuesday, February 14, 2023, 12 noon
Executive Committee	Thursday, February 23, 2023, 5:30 p.m.
Board of Directors	Thursday, February 23, 2023, 6:00 p.m.
Concurrent Joint Special Meetings of the Board of Directors and Committees	Thursday, February 23, 2023, 6:00 p.m.
Budget and Finance Committee	Wednesday, March 8, 2023, 12 noon