



# ORANGE COUNTY FIRE AUTHORITY

## BOARD OF DIRECTORS

### Regular Meeting Agenda

Thursday, March 28, 2024  
6:00 P.M.

Orange County Fire Authority  
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 ACCESS AND PARTICIPATION

This meeting is open to the public. Board members will participate in person. There are several alternative ways to make comments including:

**In Person Comments at Meeting:** Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Board on items within their subject matter jurisdiction, but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Board and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

If you wish to speak, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to item being considered. Speaker Forms are available at the entryway of meeting location.

**E-Comments:** Alternatively, you may email your written comments to [coa@ocfa.org](mailto: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 acts 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.

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>



In compliance with the Americans with Disabilities Act and [Board of Directors policy](#), if you need reasonable accommodations to participate in this meeting, please complete the [ADA Reasonable Accommodation Form](#) available on the Agency's website and email to [COA@ocfa.org](mailto:COA@ocfa.org), or you may contact the Clerk of the Authority at (714) 573-6040 during regular business hours to submit your request orally. Please notify us at least 48 hours prior to the meeting to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

**CALL TO ORDER** by Chair O’Neill

**INVOCATION** by OCFA Chaplain Devin Chase

**PLEDGE OF ALLEGIANCE** by Director Kalmick

**ROLL CALL** by Clerk of the Authority

**REPORTS**

- A. Report from Budget and Finance Committee**
- B. Report from the Fire Chief**
  - Open House
  - ECC Dispatcher Excellence

**PUBLIC COMMENTS**

**Please refer to instructions on how to submit a public comment on Page 1 of this Agenda.**

**1. PRESENTATION**

None.

**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 Meeting**

Submitted by: Maria D. Huizar, Clerk of the Authority

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

Recommended Action:

Approve the Minutes for the February 22, 2024, Regular Meeting as submitted.

**B. Designation and Appointment of Interim Treasurer for the Orange County Fire Authority**

Submitted by: Lori Zeller, Deputy Chief/Administration & Support Bureau and Robert C. Cortez, Assistant Chief/Business Services Department

On March 13, 2024, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Board of Directors agenda by a vote of 7-0 (Director Chun and Hasselbrink absent).

Recommended Action:

Adopt Resolution No. 2024-01 appointing OCFA's Assistant Chief of Business Services, Robert C. Cortez, as Interim Treasurer for the Orange County Fire Authority, effective immediately until the Treasurer position is filled and the new incumbent is formally appointed by the Board.

**C. FY 2023/24 Mid-Year Budget Adjustment**

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

On March 13, 2024, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Board of Directors agenda by a vote of 7-0 (Director Chun and Hasselbrink absent).

Recommended Action:

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

### 3. DISCUSSION CALENDAR

**A. OCFA's Joint Powers Agreement, History of Equity Mitigation, & Planning Beyond 2030**

Submitted by: Lori Zeller, Deputy Chief/Administration & Support Bureau and Robert Cortez, Assistant Chief/Business Services Department

Recommended Action:

Receive and file.

**B. FY 2023 SAFER Grant Application**

Submitted by: Robert C. Cortez, Assistant Chief/Business Services Department and TJ McGovern, Deputy Fire Chief/Emergency Operations Bureau

Recommended Action:

Direct staff to submit the FY 2023 Staffing for Adequate Fire and Emergency Response Grant application to fund the addition of a fourth firefighter/paramedic at Fire Stations 7, 18, 45, 46, and 57 to enhance service delivery, improve efficiency and enhance firefighter safety.

- C. **Delegation of Authority to Approve Agreements for the Temporary Use of Property**  
Submitted by: Brian Fennessy, Fire Chief, Terry (TJ) McGovern, Deputy Chief/Emergency Operations Bureau and David E. Kendig, General Counsel

Recommended Action:

Adopt Resolution 2024-02 amending the OCFA’s “Roles/Responsibilities/Authorities” matrix to broaden the Fire Chief’s delegated authority to approve agreements for the temporary use of property.

**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 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

- CS2. CONFERENCE WITH LABOR NEGOTIATORS** pursuant to Government Code Section 54957.6

Negotiators: Peter Brown, Liebert Cassidy Whitmore; Stephanie Holloman, Assistant Chief/Human Resources Director and Lori Zeller, Deputy Chief/Administration & Support Bureau

Employee Organizations: Orange County Professional Firefighters Association, IAFF - Local 3631

- CS3. CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE PERFORMANCE EVALUATION** pursuant to Government Code Section 54954.5

Position: Fire Chief

**RECONVENE TO OPEN SESSION**

**CLOSED SESSION REPORT** by General Counsel

**ADJOURNMENT** – The next meeting of the Orange County Fire Authority Board of Directors will be on Thursday, April 25, 2024, at 6:00 p.m.

**Adjourn in Memory of  
 OCFA Fire Captain/Paramedic Robin “Rob” Culp**

**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 BOARD AGENDA ITEMS – THREE-MONTH OUTLOOK:**

- Long-Term Liability Study & Accelerated Pension Paydown Plan
- Wildfire Resource Center (Camp 18) Site Selection
- FY 2024/25 Budget Adoption
- Fiscal Year 2022/23 Backfill/Overtime and Total Earnings/Compensation Analysis

**UPCOMING MEETINGS:**

Budget & Finance Committee  
Executive Committee  
Board of Directors

Wednesday, April 10, 2024, 12 noon  
Thursday, April 25, 2024, 5:30 p.m.  
Thursday, April 25, 2024, 6:00 p.m.