



# ORANGE COUNTY FIRE AUTHORITY

## BOARD OF DIRECTORS

### Regular Meeting Agenda

Thursday, April 25, 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 Emily McColl

**PLEDGE OF ALLEGIANCE** by Former Director Gene Hernandez

**ROLL CALL** by Clerk of the Authority

## **REPORTS**

**A. Report from Budget and Finance Committee**

**B. [Report from the Fire Chief](#)**

- 2023 Annual Statistical Report
- Impact Beyond the Numbers
- Third Quarter Goals and Objectives.
- Firefighter Tracking Summit

## **PUBLIC COMMENTS**

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

### **1. PRESENTATION**

**A. Recognition of Outgoing Director Gene Hernandez, representing the City of Yorba Linda**

### **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 March 28, 2024, Regular Meeting as submitted.

**B. Proclamation for Wildfire Awareness and Prevention Season**

Submitted by: Matt Olson, Director/Corporate Communications and Sophia Champieux, Public Relations Manager/Corporate Communications

Recommended Action:

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

**C. Proclamation for Drowning Prevention and Awareness Season**

Submitted by: Matt Olson, Director/Corporate Communications and Sophia Champieux, Public Relations Manager/Corporate Communications

Recommended Action:

Approve proclamation designating May and continue through August as “Drowning Prevention Awareness” and authorize participation in the “Always Watch the Water” and “Never Swim Alone” 2024 campaigns by encouraging all families, parents, residents, schools, recreational facilities, businesses, and homeowner associations to become partners in preparedness by increasing their knowledge of proper safety measures in drowning prevention.

**D. Approval of the California Fire and Rescue Training Authority Urban Search & Rescue Mobilization Exercise Agreement**

Submitted by: TJ McGovern, Deputy Chief/Emergency Operations Bureau, Tim Perkins, Assistant Chief/Field Operations South and Sean Lowry, Battalion Chief/US&R Program Manager

Recommended Actions:

1. Approve and authorize the Fire Chief or his designee to execute the proposed agreement and accept \$519,000 from the California Office of Emergency Services (CAL-OES) to administer an approved National US&R Task Force mobilization and deployment exercises.
2. Approve a Budget Adjustment to the FY 2023/24 General Fund (121) budget to increase revenue and expenditures by \$519,000 for MOBEX funding.

**E. 2023 Long Term Liability Study & Accelerated Pension Payment Plan**

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

On April 10, 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 Bourne absent).

Recommended Action:

Receive and file the report.

**F. Fiscal Year 2022/23 Backfill/Overtime and Calendar Year 2023 Total Earnings/Compensation Analysis**

Submitted by: Robert C. Cortez, Assistant Chief/Business Services Department and Alicea Caccavo, Finance Division Manager/Business Services Department

On April 10, 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 Nguyen and Bourne absent).

Recommended Action

1. Direct staff to continue pursuing reductions in overtime by filling vacant positions as quickly as possible after the positions become vacant.
2. Direct staff to continue using overtime to fill shifts which are temporarily vacant, recognizing this as a cost-effective practice for temporary needs.

**G. Accept Grant Funds for OCFA's Hazardous Materials Response Team for San Onofre Nuclear Generating Station (SONGS) Response Activities**

Submitted by: TJ McGovern, Deputy Chief/Emergency Operations Bureau and Shane Sherwood, Assistant Chief/Field Operations North/HAZMAT

Recommended Action:

Approve a Budget Adjustment in General Fund 121 to increase revenue and expenditures by \$40,000.00 for the grant program award.

### 3. DISCUSSION CALENDAR

**A. Approval of Side Letter Agreement to Memorandum of Understanding Orange County Professional Firefighters Association**

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Lori Zeller, Deputy Chief/Administration & Support Bureau

Recommended Actions:

1. Approve and authorize staff to execute the proposed Side Letter Agreement to the 2023-2027 MOU between the Orange County Fire Authority and the Orange County Professional Firefighters Association.
2. Approve the establishment of the new classifications for Handcrew Squad Boss and authorize the reclassification on the Master Position Control List of four Fire Apparatus Engineer positions to four Handcrew Squad Boss positions.
3. Approve the establishment of the new classification for Handcrew Assistant Superintendent, and authorize the reclassification on the Master Position Control List of four Fire Captain positions to four Handcrew Assistant Superintendent positions.
4. Approve the salary ranges for the positions of Handcrew Squad Boss, Handcrew Assistant Superintendent, Fire Pilot, and Chief Fire Pilot, as detailed in the Updates to Salary Table for Firefighter Bargaining Unit, effective May 3, 2024.

**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

**RECONVENE TO OPEN SESSION**

**CLOSED SESSION REPORT**

**ADJOURNMENT** – The next meeting of the Orange County Fire Authority Board of Directors will be on Thursday, May 23, 2024, at 6:00 p.m.

**AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54954.2(a), that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting.

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Maria D. Huizar, CMC  
Clerk of the Authority

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

- Proposed FY 2024/25 Budget
- Wildfire Resource Center (Camp 18) Site Selection
- CIP Prefunding Policy
- ABH Reimbursement Rates

**UPCOMING MEETINGS:**

Human Resources Committee  
Budget & Finance Committee  
Operations Committee  
Executive Committee  
Board of Directors

Tuesday, May 7, 2024, 12 noon  
Wednesday, May 8, 2024, 12 noon  
Tuesday, May 14, 2024, 12 noon  
Thursday, May 23, 2024, 5:30 p.m.  
Thursday, May 23, 2024, 6:00 p.m.