

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Regular Meeting
Wednesday, April 10, 2024
12 noon

Regional Fire Operations and Training Center
Classroom One
1 Fire Authority Road
Irvine, CA 92602

CALL TO ORDER

A regular meeting of the Orange County Fire Authority Budget and Finance Committee was called to order on April 10, 2024, at 12:00 p.m. by Vice Chair Lumbard.

PLEDGE OF ALLEGIANCE

Director Chun led the assembly in the Pledge of Allegiance to our Flag.

ROLL CALL

Present: Austin Lumbard, Tustin, Vice Chair
Ross Chun, Aliso Viejo
Shelley Hasselbrink, Los Alamitos
John O'Neill, Garden Grove
Chi Charlie Nguyen, Westminster
Nitesh Patel, La Palma
Vince Rossini, Villa Park
Joshua Sweeney, Laguna Hills

Absent: Troy Bourne, San Juan Capistrano, Chair

Staff present:

Fire Chief Brian Fennessy	Deputy Chief Lori Zeller
Deputy Chief TJ McGovern	Assistant Chief Robert Cortez
Assistant Chief Lori Smith	Assistant Chief Rob Capobianco
Assistant Chief Jim Ruane	Assistance Chief Tim Perkins
Director of Communications Matt Olson	Assistant General Counsel Michael Daudt
General Counsel David Kendig	Clerk of the Authority Maria D. Huizar

PUBLIC COMMENTS

None.

2. CONSENT CALENDAR

On motion of Director O’Neill and second by Director Chun, approved 8-0 Agenda Item Nos. 2A-2B (Director Bourne absent).

A. Minutes for the Budget and Finance Committee Meeting (FILE 12.02B2)

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.

Action: Approve the Minutes for the March 13, 2024, Regular Meeting as submitted.

B. Monthly Investment Reports (FILE 11.10D2)

Action: Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of April 25, 2024, with the Budget and Finance Committee’s recommendation that the Executive Committee receive and file the reports.

3. DISCUSSION CALENDAR

Director Chun left at 12:04 p.m.

A. Selection of Public Accounting Firm for Financial Audit and Other Audit/Attest Services (FILE 15.02A)

Assistant Chief Cortez presented the item.

On motion of Director O’Neill and second by Director Rossini, approved 7-0 (Directors Bourne and Chun absent) to:

1. *Financial Statement Audit and Single Audit Services* – Based on the results of the Request for Proposals, approve the selection of CliftonLarsonAllen LLP to provide annual financial statement audit and single audit services for the fiscal year ending June 30, 2024, for a total price of \$56,963, with an option to extend the contract in one-year periods, not to exceed a total of four additional fiscal years.
2. *Other Audit/Attest Services* – Based on the results of the Request for Proposals, approve the selection of CliftonLarsonAllen LLP to provide other audit/attest services as needed, including Agreed-Upon Procedures on compliance with the Health Plan Agreement between the OCFA and the Orange County Professional Firefighters Association, Local 3631. Additional audit/attest services will be provided at hourly rates ranging from \$100 to \$365, with an estimated total of \$7,550 for the 2023 Health Plan Agreement Agreed-Upon Procedures.

B. Communication with Auditors for Fiscal Year 2023/24 Financial Audit (FILE 15.02B)

Assistant Chief Cortez introduced the item and the new auditors who provided a brief presentation.

On motion of Director Nguyen and second by Director Sweeney, approved 7-0 (Directors Bourne and Chun absent) to receive and file the report.

C. 2023 Long Term Liability Study & Accelerated Pension Payment Plan (FILE 17.06A)

Assistant Chief Cortez introduced Assistant Treasurer James Slobojan who presented the report.

On motion of Director O'Neill and second by Director Patel, approved 7-0 (Directors Bourne and Chun absent) to review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of April 25, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors receive and file the report.

Director Chun returned 12:33 p.m.

D. Fiscal Year 2022/23 Backfill/Overtime and Calendar Year 2023 Total Earnings/Compensation Analysis (FILE 15.11)

Director Nguyen left at 12:40 p.m.

Assistant Chief Cortez introduced Finance Division Manager Alicea Caccavo who presented a PowerPoint presentation.

On motion of Director O'Neill and second by Director Rossini, approved 7-0 (Director Bourne and Nguyen absent) to review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of April 25, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions:

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.

Director Nguyen returned at 12:48 p.m.


REPORTS

None.

COMMITTEE MEMBER COMMENTS

Director O'Neill complimented staff for providing concise and comprehensive staff reports.

ADJOURNMENT – Vice Chair Lombard adjourned the meeting at 12:50 p.m. The next meeting of the Budget and Finance Committee is scheduled for Wednesday, May 8, 2024, at 12:00 noon.



Maria D. Huizar, CMC
Clerk of the Authority