



ORANGE COUNTY FIRE AUTHORITY

BUDGET AND FINANCE COMMITTEE

Regular Meeting Agenda

Wednesday, June 12, 2024
12:00 p.m.

Orange County Fire Authority
Regional Fire Operations and Training Center
Classroom 1
1 Fire Authority Road
Irvine, California 92602

Committee Members

Troy Bourne, Chair • Austin Lombard, Vice Chair
Ross Chun • Shelley Hasselbrink • Chi Charlie Nguyen • John O'Neill
Nitesh Patel • Vince Rossini • Joshua Sweeney
Jennifer Cervantez, Ex Officio

NOTICE REGARDING PUBLIC ACCESS AND PARTICIPATION

This meeting is open to the public. Committee 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 Committee 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 Committee 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 the item being considered. Speaker Forms are available at the entryway of the meeting location.

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.

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> under Board & Committee Agendas/Minutes.



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, 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 - Chair Bourne

PLEDGE OF ALLEGIANCE - Director Nguyen

ROLL CALL - Clerk of the Authority

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 Budget and Finance Committee 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 May 8, 2024, Regular Meeting as submitted.

B. [Acceptance of 2024 California Governor's Office of Emergency Services Swift Water/Flood Search & Rescue Training Preparedness Grant Funding](#)

Submitted by: Tim Perkins, Assistant Chief/Field Operations South and Sean Lowry, Battalion Chief/US&R Program 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 June 27, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Approve and adopt the acceptance of the Cal OES Swiftwater Flood/Search & Rescue Training Grant.
2. Approve a budget adjustment to the FY 2024/25 General Fund (121) budget increasing revenues and expenditures by \$89,610.00.

C. [Monthly Investment Reports](#)

Submitted by: Robert C. Cortez, Assistant Chief/Business Services Department 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 June 27, 2024, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

D. FY 2023/24 Year End Budget Adjustment

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

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of June 27, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors approve and authorize FY 2023/24 budget adjustments as detailed in this report.

E. Updated Cost Reimbursement Rates

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

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of June 27, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors approve and adopt the proposed Cost Reimbursement Rate schedules to be effective July 1, 2024.

3. DISCUSSION CALENDAR**A. Updated Community Risk Reduction Fees and Miscellaneous Fee Schedules**

Submitted by: Lori Smith, Assistant Chief/Fire Marshal/Community Risk Reduction Department, Robert C. Cortez, Assistant Chief/Business Services Department and Alicea Caccavo, Finance Division Manager/Business Services Department

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of June 27, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions:

1. Conduct a Public Hearing.
2. Find that, in accordance with California Government Code Section 66014, the proposed fees do not exceed the cost of providing services and are only for the purpose of meeting operational expenses and are, therefore, exempt from compliance with the California Environmental Quality Act pursuant to Public Resources Code Section 21080.
3. Approve and adopt Resolution entitled A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ORANGE COUNTY FIRE AUTHORITY AMENDING RESOLUTION 2023-04 REGARDING COMMUNITY RISK REDUCTION AND MISCELLANEOUS FEE SCHEDULES.

B. Cal OES Fire Integrated Real-time Intelligence System (FIRIS) Program and Mission Commander Contract Management Extensions of FY 2024/25

Submitted by: Brian Fennessy, Fire Chief, and Tim Perkins, Assistant Chief Field Operations South

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of June 27, 2024, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Approve and authorize the Fire Chief to enter into a reimbursement agreement with the State of California Governor's Office of Emergency Services (Cal OES) in the amount of \$2,500,000 for the provision of Airborne Mission Commanders and Mission Commander administrative support services.
2. Approve and authorize a budget adjustment to increase revenue and appropriations in the FY 2024/25 General Fund (121) budget by \$2,500,000 for Mission Commander (MC) contracts and MC administrative support services for the Cal OES FIRIS Program Extension through December 31, 2024.
3. Approve and authorize the Purchasing Manager to enter into new Professional Services Agreements by the individual amounts needed in support of the Cal OES FIRIS Program Mission Commanders not to exceed \$250,000 for a six-month period through December 31, 2024, including a one optional six-month renewal term (pending an additional extension request and funding by Cal OES) and so long as the aggregate value of the agreements does not exceed the program budget.

REPORTS

None.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next meeting of the Budget and Finance Committee is scheduled for Wednesday, July 10, 2024, at 12:00 noon.

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 B&FC AGENDA ITEMS – THREE-MONTH OUTLOOK:

- Monthly Investment Report
- Quarterly Purchasing Report
- Quarterly Financial Newsletter
- Annual Investment Report
- Carryover of Fiscal Year 2022/23 Uncompleted Projects

UPCOMING MEETINGS:

Executive Committee

Thursday, June 27, 2024, 5:30 p.m.

Board of Directors

Thursday, June 27, 2024, 6:00 p.m.

Budget and Finance Committee

Wednesday, July 10, 2024, 12 noon

Legislative & Public Affairs Committee

Wednesday, July 17, 2024, 12 noon