



ORANGE COUNTY FIRE AUTHORITY

BOARD OF DIRECTORS

Regular Meeting Agenda

Thursday, March 27, 2025
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. 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, 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 Bacerra

INVOCATION by OCFA Chaplain Kraning

PLEDGE OF ALLEGIANCE by Director Burke

ROLL CALL by Clerk of the Authority

REPORTS

A. Report from the Budget and Finance Committee

B. Report from the Fire Chief

- OCFA Open House
- ECC Dispatcher Excellence
- OCFA 30th Anniversary

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:

- Vince Rossini representing the City of Villa Park

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 January 23, 2025, Regular Meeting as submitted.

B. 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 27, 2024, Special Meeting as submitted.

C. FY 2024/25 Mid-Year Budget Adjustment

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

Recommended Actions:

1. Authorize the proposed mid-year budget adjustments and transfers as detailed in this report and attachments.
2. Approve changes to the Master Position Control list to add one Fire Captain and three Firefighter positions to support the Air Operations program.

D. 2024 Long Term Liability Study & Accelerated Pension Payment Plan

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

Recommended Action:

Receive and file the report.

E. Fiscal Year 2023/24 Backfill/Overtime and Calendar Year 2024 Total Earnings/Compensation Analysis

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

Recommended 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.

F. 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.”

G. 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 “Drowning Prevention Awareness” and authorize participation in the “Always Watch the Water” and “Never Swim Alone” 2025 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.

3. DISCUSSION CALENDAR

A. Prefunding of CIP Projects Policy - B&FC Review Process and Recommendation for Board Consideration

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

Recommended Action:

Review and approve the proposed draft policy language changes to the Financial Stability Budget Policy as recommended by the B&FC, to formalize the prefunding of CIP regional assets, specifically for the future replacement of helicopters.

B. Board of Directors Requested Item – Employee Residential Down Payment Assistance Program

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

Recommended Action:

Receive report and provide direction to staff.

C. Findings of Citygate Associates, LLC 2025 Field Deployment Standards of Cover (SOC) Plan Update

Submitted by: TJ McGovern, Deputy Chief/Emergency Operations Bureau and Paul Whittaker, Division Chief/Strategic Services

Recommended Action:

Receive and file the 2025 Field Deployment Standards of Cover Plan Update presentation, final reports, and recommended service enhancements.

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) Cases

CS2. CONFERENCE WITH LEGAL COUNSEL – POSSIBLE INITIATION OF LITIGATION pursuant to paragraph (4) of subdivision (d) of Section 54956.9 of the Government Code: One (1) Cases

CS3. 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 TJ McGovern, Deputy Chief/Emergency Operations Bureau
Employee Organization: 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 22, 2025, at 6:00 p.m.

**Adjourn Meeting in Memory of
Robert "Bob" Weir Bell**

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 BOARD AGENDA ITEMS – THREE-MONTH OUTLOOK:

- Review of the Fiscal Year 2025/26 Proposed Budget
- ABH Reimbursement Rates
- Updated Community Risk Reduction Fees and Miscellaneous Fee Schedule

UPCOMING MEETINGS:

Budget and Finance Committee
Executive Committee

Wednesday, April 9, 2025, 12 noon
Thursday, April 24, 2025, 5:30 p.m.