



ORANGE COUNTY FIRE AUTHORITY AGENDA

BUDGET AND FINANCE COMMITTEE SPECIAL MEETING

Wednesday, January 15, 2025
11:00 a.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
Shelley Hasselbrink • Chi Charlie Nguyen • Nitesh Patel • 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 Hasselbrink

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

No items.

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 November 13, 2024, Regular Meeting as submitted.

B. [Annual Grant Priorities for 2025](#)

Submitted by: Robert C. Cortez, Assistant Chief/Business Services Department and Olina Wibroe-Benson, Legislative Affairs 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 January 23, 2025, with the Budget and Finance Committee's recommendation that the Board of Directors approve OCFA's Annual Grant Priorities for 2025.

C. [Monthly Investment Reports](#)

Submitted by: Robert C. Cortez, Assistant Chief/Business Services Department and James Slobojan, 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 January 23, 2025, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

D. Homeland Security Grant Program Award

Submitted by: TJ McGovern, Deputy Chief/Emergency Operations Bureau, Tim Perkins, Assistant Chief/Field Operations South and Nick Freeman, Division Chief

Recommended Action

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of January 23, 2025, with Budget and Finance Committee's recommendations that the Board of Directors approve a Budget Adjustment in Fund 121 to increase revenue and expenditures by \$180,000.

E. Revised Personnel Cost Reimbursement Rates

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

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting on January 23, 2025, with the Budget and Finance Committee's recommendation that the Board of Directors approve and adopt the revised Cost Reimbursement Rates for the personnel to be effective and retroactive to July 1, 2024.

3. DISCUSSION CALENDAR**A. FY 2024/2025 Mid-Year Financial Report**

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 Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of January 23, 2025, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions: Direct staff to return to the Board of Directors on March 27, 2025, for approval of the budget adjustments discussed herein for the FY 2024/25 budget.

B. Contract Amendments and Budget Adjustment for Quick Reaction Force (QRF) 2024 Program

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 January 23, 2025, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Approve and authorize an FY 2024/25 General Fund (121) budget adjustment to recognize an additional increase in QRF related reimbursement revenue of \$4,932,989 and to increase appropriations by the same amount, due to additional incident activity (bringing the new Total Spending Cap from \$21,344,772 to \$26,277,761).
2. Approve and authorize the Purchasing Manager to amend the 2024 QRF-related vendor blanket order contracts by the individual amounts needed in support of the QRF

Program so long as the aggregate value / does not exceed the new program budget total of \$26,277,761.

REPORTS

None.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next meeting of the Budget and Finance Committee is scheduled for Tuesday, February 11, 2025, at 11 a.m.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54956, 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 24 hours prior to the meeting.

Maria D. Huizar, CMC
 Clerk of the Authority

FUTURE B&FC AGENDA ITEMS – THREE-MONTH OUTLOOK:

- Monthly Investment Report
- Annual Long-Term Liability Report
- Election of Chair and Vice Chair

UPCOMING MEETINGS:

Executive Committee	Thursday, January 23, 2025, 5:30 p.m.
Board of Directors	Thursday, January 23, 2025, 6:00 p.m.
Human Resources Committee	Tuesday, February 4, 2025, 12 noon
Budget and Finance Committee	Tuesday, February 11, 2025, 11 a.m.
Operations Committee	Tuesday, February 11, 2025, 12 noon