



# ORANGE COUNTY FIRE AUTHORITY AGENDA

## Budget and Finance Committee Meeting

Wednesday, March 11, 2015

12:00 Noon

### Orange County Fire Authority Regional Fire Operations and Training Center

1 Fire Authority Road  
Room AE117  
Irvine, California 92602

Jerry McCloskey, Chair  
Vacant, Vice Chair

Gerard Goedhart   Gene Hernandez   Al Murray  
Todd Spitzer   Elizabeth Swift   Tri Ta  
Bruce Channing - Ex Officio

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 Budget and Finance Committee 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 Sherry A.F. Wentz, 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>

If you wish to speak before the Budget and Finance Committee, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority. Speaker Forms are available on the counter noted in the meeting room.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

## CALL TO ORDER

PLEDGE OF ALLEGIANCE by Director Murray

## ROLL CALL

## ELECTION OF VICE CHAIR

## COMMITTEE MEMBER ORIENTATION

**1. PRESENTATIONS**

No items.

**PUBLIC COMMENTS**

Any member of the public may address the Committee on items within the Committee's 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 as a whole, and do not engage in dialogue with individual Committee Members, Authority staff, or members of the audience.

**2. MINUTES****A. [Minutes for the February 11, 2015, Budget and Finance Committee Meeting](#)**

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

**3. CONSENT CALENDAR****A. [FY 2014/15 Mid-Year Budget Adjustment](#)**

Submitted by: Lori Zeller, Assistant Chief/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 March 26, 2015, with the Budget and Finance Committee's recommendation that the Board of Directors authorize the proposed mid-year budget adjustments.

**B. [2014 Homeland Security Grant Program Agreement to Transfer Property or Funds](#)**

Submitted by: Dave Thomas, Assistant Chief/Operations 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 March 26, 2015, with the Budget and Finance Committee's recommendation that the Board of Directors authorize the following:

1. Adopt the proposed Resolution authorizing the Fire Chief, or his designee, to execute the Agreement to Transfer Property or Funds for 2014 Homeland Security Grant Program Purposes.
2. Increase revenue and appropriations in the FY 2014/15 General Fund by \$160,000 for the Fire Captain position at the Orange County Intelligence Assessment Center.

**C. Financial Audit Services Contract Renewal**

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of March 19, 2015, with the Budget and Finance Committee's recommendation that the Executive Committee approve and authorize the Purchasing Manager to renew the Blanket Order with Lance, Soll & Lunghard, LLP for two additional years in the aggregate amount of \$141,844. The reduced annual amount is a result of a change in the scope of work referenced in the background of this staff report.

**4. DISCUSSION CALENDAR****A. Monthly Investment Reports**

Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of March 19, 2015, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

**B. Updated Broker/Dealer List**

Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee Meeting of March 19, 2015, with the Budget and Finance Committee's recommendation that the Executive Committee approve the proposed Broker/Dealer List to include the following three firms:

- FTN Financial
- Raymond James
- UBS Financial Services

**C. Organizational Development and Training (ODT) Manager Position**

Submitted by: Brian Young, Assistant Chief/Organizational Planning 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 March 26, 2015, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Approve and authorize staff to unfreeze and fund the ODT Manager position for the remainder of FY 2014/15.
2. Authorize a budget adjustment in Fund 121 in the amount of \$53,685 to fund the position for the remainder of FY 2014/15.

**REPORTS**

No items.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, April 8, 2015, at 12:00 noon.

**AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 5<sup>th</sup> day of March 2015.

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Sherry A.F. Wentz, CMC  
Clerk of the Authority

**UPCOMING MEETINGS:**

Claims Settlement Committee Meeting	Thursday, March 19, 2015, 5:30 p.m.
Executive Committee Meeting	Thursday, March 19, 2015, 6:00 p.m.
Board of Directors Meeting	Thursday, March 26, 2015, 6:00 p.m.
Human Resources Committee Meeting	Tuesday, April 7, 2015, 12:00 noon
Budget and Finance Committee Meeting	Wednesday, April 8, 2015, 12:00 noon