



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

Thursday, May 23, 2013

6:30 P.M.

#### Regional Fire Operations and Training Center

#### Board Room

1 Fire Authority Road

Irvine, CA 92602

*Unless legally privileged, all supporting documentation and any writings or documents provided to a majority of the Board of Directors after the posting of this agenda, which relate to any item on this agenda will be made available for public review in the office of the Clerk of the Authority located on the 2<sup>nd</sup> floor of the OCFA Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602, during regular business hours, 8:00 a.m. - 5:00 p.m., Monday through Thursday, and every other Friday, (714) 573-6040. In addition, unless legally privileged, all supporting documentation and any such writings or documents will be available online at <http://www.ocfa.org>.*

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, supporting documents, including staff reports, 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 Friday from 8 A.M. to 5 P.M.

If you wish to speak before the Fire Authority Board, 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 being heard before the Board. Speaker Forms are available at the counters of both entryways of the Board 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.

### CALL TO ORDER

INVOCATION by OCFA Chaplain Jeff Hetschel

PLEDGE OF ALLEGIANCE by Director McCloskey

### ROLL CALL

## PRESENTATIONS

### 1. **Requests for Commendations and Proclamations**

Submitted by: Sherry Wentz, Clerk of the Authority

- A. Resolution declaring May 27 through September 2, 2013, as “Drowning Prevention Summer”
- B. Resolution in Appreciation of Deputy Fire Chief Ron Blaul on the Occasion of his Retirement
- C. Length of Service Recognition
- D. Recognition of Fire Chief Keith Richter recipient of the Metropolitan Fire Chiefs Association’s 2013 Metropolitan Fire Chief of the Year Award

Recommended Action:

Approve requests as submitted and make presentations to those present.

## PUBLIC COMMENTS

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 the Board’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 Board as a whole, and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience

The Agenda and Minutes are now available through the Internet at [www.ocfa.org](http://www.ocfa.org). You can access upcoming agendas on the Monday before the meeting. The minutes are the official record of the meeting and are scheduled for approval at the next regular Board of Directors meeting.

## CLOSED SESSION

### CS1. **CONFERENCE WITH LABOR NEGOTIATOR**

Chief Negotiator: Zenovy Jakymiw, Director of Human Resources

Employee Organizations: Orange County Professional Firefighters’ Association, Local 3631, Orange County Fire Authority Chief Officers’ Association, and Orange County Employees’ Association, and all unrepresented employees.

Authority: Government Code Section 54957.6

## REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

## MINUTES

### 2. **Minutes from March 14, 2013, Special (A), March 28, 2013, Regular (B), and April 25, 2013, Special (C) Meetings of the Board of Directors**

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

**CONSENT CALENDAR**

**3. FY 2012/13 Quarter Progress Report on Planning and Development Services Activity**

Submitted by: Laura Blaul, Assistant Chief/Fire Marshal/Fire Prevention Department

Recommended Action:

Receive and file the report.

**4. Hazardous Materials Emergency Response Subscription Service**

Submitted by: Dave Thomas, Assistant Chief/Operations Department

Recommended Actions:

1. Approve and authorize the implementation of a Hazardous Materials Emergency Response subscription service for non-OCFA cities within the Orange County Operational Area, using the “fair-share” subscription cost methodology based on population and assessed value.
2. Approve the submitted Subscriber Contract as to form, and authorize the Fire Chief to execute these contracts with any non-OCFA cities that choose to subscribe for Hazardous Materials Emergency Response Services from OCFA.

**5. Adoption of Resolution Extending Benefits and Compensation for Activated Military Reservists**

Submitted by: Zenovy Jakymiw, Human Resources Director

Recommended Action:

Adopt the proposed Resolution extending benefits and compensation for activated Military Reservists.

**6. Approve the Appointment of the Fire Chief to the Fire Agencies Insurance Risk Authority (FAIRA) Governing Board and Designate the Risk Manager as the Alternate OCFA Representative**

Submitted by: Zenovy Jakymiw, Human Resources Director

Recommended Action:

Adopt the proposed Resolution appointing the OCFA Fire Chief to the FAIRA Governing Board and designating the OCFA Risk Manager as the alternate OCFA representative.

## PUBLIC HEARINGS

Public Hearings are scheduled for a time certain of 6:30 p.m. or as soon thereafter as possible. The Board of Directors when considering the matter scheduled for hearing, will take the following actions: 1. Receive staff report. 2. Open the Public Hearing. 3. Accept public testimony. 4. Close the Public portion of the Public Hearing. 5. Receive Board Member comments and questions. 6. Take appropriate action. Those wishing to address the Board during the Public Hearing must complete a "Speaker's Form" (available on public counters in Board Room) and provide it to the Clerk of the Authority prior to the hearing.

### 7. **Adoption of the 2013/14 Proposed Budget**

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

#### Recommended Actions:

1. Conduct a Public Hearing.
2. Adopt the submitted 2013/14 Proposed Budget.
3. Approve and authorize the temporary transfer from the following funds totaling \$41.0 million to Fund 121 (General Fund) to cover a projected cash flow timing deficit for 2013/14:
  - a) \$2.5 million from Fund 122 (Facilities Maintenance and Improvement Fund)
  - b) \$8.5 million from Fund 123 (Facilities Replacement Fund)
  - c) \$8.0 million from Fund 124 (Communications/Information Systems Replacement Fund)
  - d) \$22.0 million from Fund 133 (Vehicle Replacement Fund)
4. Approve and authorize the repayment of \$41.0 million in borrowed funds from Fund 121 to Funds 122, 123, 124 and 133 along with interest, when General Fund revenues become available.
5. Authorize an additional 2012/13 mid-year budget adjustment to decrease appropriations in Fund 124 by \$5,231,152.
6. Direct staff to delete the non-safety position of WEFIT Program Coordinator.

### 8. **Updated Cost Reimbursement Rates and Methodologies**

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

#### Recommended Actions:

1. Conduct a Public Hearing.
2. Adopt the proposed Cost Reimbursement Rate schedules effective July 1, 2013.

### 9. **Approval of the Updated OCFA Advanced Life Support (ALS) Paramedic and Basic Life Support (BLS) Medical Supplies Reimbursement Rates**

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

#### Recommended Actions:

1. Conduct a Public Hearing.
2. Upon approval of the proposed increase to the maximum BLS emergency 9-1-1 transportation billing rate by the Orange County Board of Supervisors, authorize staff to increase OCFA's Advanced Life Support (ALS) and Basic Life Support (BLS) Medical Supply reimbursement rates by the same percentage increase effective on or after May 24, 2013.

## **DISCUSSION CALENDAR**

**10. Review of Proposed Emergency Services Consulting, Inc. (ESCi) Scope of Work for the City of Irvine**

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

Recommended Action:

Review the City of Irvine's proposed Scope of Work with ESCi, and approve request for OCFA to waive conflict of interest.

## **REPORTS**

**11. Chief's Report**

## **BOARD MEMBER COMMENTS**

## **CONTINUED CLOSED SESSION**

**CS1. CONFERENCE WITH LABOR NEGOTIATOR**

Chief Negotiator: Zenovy Jakymiw, Director of Human Resources

Employee Organizations: Orange County Professional Firefighters' Association, Local 3631, Orange County Fire Authority Chief Officers' Association, and Orange County Employees' Association, and all unrepresented employees.

Authority: Government Code Section 54957.6

**CS2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Authority: Exposure to Litigation pursuant to Government Code Section 54956.9(b) (2 cases)

## **CLOSED SESSION REPORT**

**ADJOURNMENT** - The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for July 25, 2013, at 6:30 p.m.

**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 16<sup>th</sup> day of May 2013.

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

**UPCOMING MEETINGS:**

Budget and Finance Committee Meeting	Wednesday, June 12, 2013, 12 noon
Claims Settlement Committee Meeting	Thursday, June 27, 2013, 5:30 p.m.
Executive Committee Meeting	Thursday, June 27, 2013, 6:00 p.m.

**RESOLUTION NO. 2013-XX**

**A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY  
BOARD OF DIRECTORS RECOGNIZING MAY 27 THROUGH  
SEPTEMBER 2, 2013, AS “DROWNING PREVENTION SUMMER”**

*WHEREAS*, drowning is the leading cause of accidental death in Orange County for children under the age of five and is a county-wide crisis requiring everyone’s help; and

*WHEREAS*, fatal and non-fatal drowning is a silent event occurring in as little as two inches of water, including swimming pools, spas, lakes, the ocean and any body of water; and

*WHEREAS*, the theme of this year’s drowning prevention campaign “The ABC’s of Water Safety” provides in depth information on what residents can do to prevent child drownings; and

*WHEREAS*, the initiatives set forth in Children’s Hospital of Orange County’s “3 Tragic Seconds” Program should increase public awareness regarding proper procedures to prevent this needless tragedy; and

*WHEREAS*, the period of May 27 (Memorial Day) through September 2 (Labor Day) when the highest percentage of drownings take place has been designated as “Drowning Prevention Summer;” and

*WHEREAS*, the Orange County Fire Authority along with all other fire agencies in Orange County will be taking this opportunity to increase public awareness about drownings through an extensive community outreach campaign.

*NOW, THEREFORE BE IT RESOLVED*, that the Orange County Fire Authority Board of Directors does hereby proclaim its participation in this campaign--from Memorial Day through Labor Day--by encouraging all residents, schools, recreational facilities, businesses, and homeowner associations to become partners in preparedness by increasing their knowledge of proper safety measures to follow in preventing unnecessary drownings.

*PASSED, APPROVED and ADOPTED* this 23<sup>th</sup> day of May 2013.

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TRISH KELLEY, CHAIR  
OCFA Board of Directors

ATTEST:

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SHERRY A.F. WENTZ, CMC  
Clerk of the Authority

**RESOLUTION NO. 2013-XX**

**A RESOLUTION OF THE  
ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS  
IN APPRECIATION OF  
DEPUTY FIRE CHIEF RON BLAUL  
ON THE OCCASION OF HIS RETIREMENT**

*WHEREAS*, Deputy Fire Chief Ron Blaul has devoted his time and talents to the Fire Service for more than 36 years; and began his career in lifesaving in 1976 as a lifeguard for the City of San Diego until 1977; and

*WHEREAS*, Deputy Fire Chief Ron Blaul also had a career as a firefighter/paramedic with the City of Vista from June 1977 to December 1981, prior to his career in Orange County; and

*WHEREAS*, Deputy Fire Chief Ron Blaul in December of 1981 was hired by the Orange County Fire Department (which was previously the California Department of Forestry and subsequently became the Orange County Fire Authority) as a Firefighter/Paramedic; he was promoted to Captain/Paramedic in 1983, and in 1987 to Battalion Chief, assignments over the course of his career included service at Battalion 1, Battalion 4, Emergency Medical Services Program, Hazardous Materials Response Team Program Manager, and Strategic Planning; and

*WHEREAS*, Deputy Fire Chief Ron Blaul, in 2010, while interviewing for the position of Assistant Chief/Operations Department the Fire Chief recognized his leadership potential and promoted him to the then vacant position of Deputy Fire Chief, and

*WHEREAS*, it is appropriate at this time to highlight Deputy Fire Chief Ron Blaul's many achievements and contributions, and to extend to him special recognition and commendation for a job well done, as he has dedicated his personal and professional life to the service of others in the twenty-three cities and the unincorporated areas of Orange County that the Orange County Fire Authority protects; and

*WHEREAS*, Fire Chief Ron Blaul has brought an undying loyalty to the Fire Authority and the Fire Service, a clear understanding of organizational needs and priorities, a commitment to carefully defined objectives, a wisdom born of experience, and the courage to always do the right thing for the right reason.

*NOW THEREFORE BE IT RESOLVED*, that the Orange County Fire Authority Board of Directors, does hereby thank and commend Deputy Fire Chief Ron Blaul for his 32 years of dedicated and unselfish service to the Orange County Fire Authority and Fire Service, and wishes him success in all his future endeavors.



*PASSED, APPROVED, AND ADOPTED* this 23<sup>rd</sup> day of May 2013.

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TRISH KELLEY, CHAIR  
Board of Directors

ATTEST:

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SHERRY A.F. WENTZ, CMC  
Clerk of the Authority

**PRESENTATIONS - AGENDA ITEM NO. 1C**  
**BOARD OF DIRECTORS MEETING**  
**May 23, 2013**

TO: Board of Directors, Orange County Fire Authority

FROM: Craig Kinoshita  
Deputy Fire Chief

SUBJECT: **Length of Service Recognition**

Summary:

This is an opportunity to highlight our tenured employee and allow the Board an opportunity to meet and recognize him for his service to the Orange County Fire Authority.

Recommended Action:

Recognize the Length of Service recipient in attendance.

Background:

All employees including professional and suppression staff members that achieve five year milestone steps beginning with 30 years of service will be regularly invited for length of service recognition at regular meetings of the Board of Directors following the closest anniversary date.

The following OCFA employee has reached a milestone service anniversary and has been invited to attend tonight's Board meeting for recognition:

30 Years
Kevin Tuohy, Fire Captain/Paramedic

The following OCFA employee has confirmed his attendance at the time of the preparation of the agenda report:

30 Years
Kevin Tuohy, Fire Captain/Paramedic

Impact to Cities/County:

Not Applicable.

Fiscal Impact:

Not Applicable.

Staff Contact for Further Information:

Elizabeth Deacon, OSS  
[elizabethdeacon@ocfa.org](mailto:elizabethdeacon@ocfa.org)  
(949) 347-2240

Attachments:

None.

There are no supportive materials  
for Presentation Item No. 1D

# MINUTES ORANGE COUNTY FIRE AUTHORITY

**Board of Directors Special Meeting  
Thursday, March 14, 2013  
5:00 P.M.**

**Regional Fire Operations and Training Center  
Board Room  
1 Fire Authority Road  
Irvine, CA 92602-0125**

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## CALL TO ORDER

A special meeting of the Orange County Fire Authority Board of Directors was called to order on March 14, 2013, at 5:00 p.m. by Acting Chair Dave Shawver.

## PLEDGE OF ALLEGIANCE

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

## ROLL CALL

<b>Present:</b> Joseph Aguirre, Placentia	Bob Baker, San Clemente
Rick Barnett, Villa Park	Ross Chun, Alternate, Aliso Viejo
Carol Gamble, Rancho Santa Margarita	Dore Gilbert, Alternate, Laguna Hills
Gerard Goedhart, La Palma	Noel Hatch, Laguna Woods
Eugene Hernandez, Yorba Linda	Robert Johnson, Cypress
Trish Kelley, Mission Viejo	Warren Kusumoto, Los Alamitos
Jeffrey Lalloway, Irvine	Jerry McCloskey, Laguna Niguel
Kathryn McCullough, Lake Forest	Sal Tinajero, Santa Ana
David Sloan, Seal Beach	David Shawver, Stanton
Elizabeth Swift, Buena Park	Tri Ta, Westminster
<b>Absent:</b> Sam Allevato, San Juan Capistrano	Pat Bates, County of Orange
Randal Bressette, Laguna Hills	Al Murray, Tustin
Todd Spitzer, County of Orange	Phillip Tsunoda, Aliso Viejo
Steven Weinberg, Dana Point	

## Also present were:

Fire Chief Keith Richter	General Counsel Dave Kendig
Deputy Chief Ron Blaul	Assistant Chief Laura Blaul
Assistant Chief Craig Kinoshita	Assistant Chief Brian Stephens
Assistant Chief Lori Zeller	Clerk of the Authority Sherry Wentz
Assistant Clerk Lydia Slivkoff	

**PRESENTATIONS (F: 11.09)**

No items.

**PUBLIC COMMENTS (F: 11.11)**

Acting Chair Shawver opened the Public Comments portion of the meeting. Acting Chair Shawver closed the Public Comments portion of the meeting without any comments.

**CLOSED SESSION (F: 11.15)**

General Counsel David Kendig reported the Board would be convening to Closed Session to consider the matter on the Agenda identified as CS1.

Acting Chair Shawver recessed the meeting to Closed Session at 5:14 p.m.

**CS1. CONFERENCE WITH LABOR NEGOTIATOR**

Chief Negotiator: Zenovy Jakymiw, Director of Human Resources  
Employee Organizations: Orange County Professional Firefighters' Association,  
Local 3631, Orange County Fire Authority Chief  
Officers' Association, and Orange County Employees'  
Association, and Unrepresented Employees  
Authority: Government Code Section 54957.6

Chair Kelley arrived during Closed Session.

Chair Kelley reconvened the meeting at 6:22 p.m.

**CLOSED SESSION REPORT (F: 11.15)**

General Counsel David Kendig indicated the Board took no reportable action during Closed Session.

**BOARD MEMBER COMMENTS (F: 11.13)**

No comments received.

**ADJOURNMENT**

Chair Kelley adjourned the meeting at 6:23 p.m. The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for March 28, 2013, at 6:30 p.m.

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

# MINUTES

## ORANGE COUNTY FIRE AUTHORITY

**Board of Directors Regular Meeting**  
**Thursday, March 28, 2013**  
**6:30 P.M.**

**Regional Fire Operations and Training Center**  
**Board Room**  
1 Fire Authority Road  
Irvine, CA 92602-0125

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### CALL TO ORDER

A regular meeting of the Orange County Fire Authority Board of Directors was called to order on March 28, 2013, at 6:35 p.m. by Chair Trish Kelley.

### INVOCATION

Chaplain Robert Benoun offered the invocation.

### PLEDGE OF ALLEGIANCE

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

### ROLL CALL

<b>Present:</b> Joseph Aguirre, Placentia	Sam Allevato, San Juan Capistrano
Angelica Amezcua, Alternate, Santa Ana	Rick Barnett, Villa Park
Pat Bates, County of Orange	Randal Bressette, Laguna Hills
Carol Gamble, Rancho Santa Margarita	Gerard Goedhart, La Palma
Noel Hatch, Laguna Woods	Eugene Hernandez, Yorba Linda
Robert Johnson, Cypress	Trish Kelley, Mission Viejo
Jeffrey Lalloway, Irvine	Jerry McCloskey, Laguna Niguel
Kathryn McCullough, Lake Forest	Al Murray, Tustin
David Shawver, Stanton	David Sloan, Seal Beach
Elizabeth Swift, Buena Park	Todd Spitzer, County of Orange
Tri Ta, Westminster	Phillip Tsunoda, Aliso Viejo
Steven Weinberg, Dana Point	

<b>Absent:</b> Bob Baker, San Clemente	Warren Kusumoto, Los Alamitos
Sal Tinajero, Santa Ana	

### Also present were:

Fire Chief Keith Richter	General Counsel Dave Kendig
Deputy Chief Craig Kinoshita	Assistant Chief Laura Blaul
Assistant Chief Brian Stephens	Assistant Chief Dave Thomas
Assistant Chief Lori Zeller	Clerk of the Authority Sherry Wentz
Assistant Clerk Lydia Slivkoff	

## **PRESENTATIONS**

### **1. Requests for Commendations and Proclamations (X: 11.09)**

On motion of Director Murray and second by Vice Chair Weinberg, the Board voted unanimously to approve the requests as submitted and make presentations to those present. (F: 17.06)

- A. Chair Kelley and Fire Chief Richter presented the OCFA Spirit Award to Reserve Firefighter Brandon McClintock (F: 11.09B)
- B. Adoption of Resolution 2013-06 recognizing May 1-7, 2013 as “Wildfire Awareness Week” (F: 11.09A)

RESOLUTION NO. 2013-06  
A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY  
BOARD OF DIRECTORS RECOGNIZING MAY 1-7, 2013 AS  
“WILDFIRE AWARENESS WEEK”

## **PUBLIC COMMENTS (X: 11.11)**

Chair Kelley opened the public comments portion of the meeting.

Stephen Wontrobski, Mission Viejo resident, commented on his concern regarding OCFA bankruptcy and long-term unfunded liability. He provided a letter, which is on file in the Office of the Clerk.

Chair Kelley closed the public comments portion of the meeting.

## **REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR (F: 11.12)**

Budget and Finance Committee Chair Al Murray reported at the March 13, 2013, meeting of the Budget and Finance Committee, the Committee discussed and voted unanimously to send the Fiscal Year 2012/13 Mid-year Budget Adjustments to the Board of Directors with the recommendation that the Board approve the item. He also indicated Assistant Chief Lori Zeller provided an orientation to the Budget and Finance Committee.

## **MINUTES (F: 11.06)**

### **2. Minutes from January 24, 2013, Regular (A) and February 28, 2013, Special (B) Meetings of the Board of Directors**

On motion of Director Murray and second by Vice Chair Weinberg, the Board voted unanimously to approve the minutes of January 24, 2013, as submitted, and the minutes of February 28, 2013, as amended noting Laguna Woods Director Hatch’s absence and Alternate Director Conner’s presence.

## CONSENT CALENDAR

Director Goedhart pulled Agenda Item No. 3 for questions. Director Shawver pulled Agenda Item No. 7 for comments.

### **3. FY 2012/13 Mid-year Budget Adjustments (F: 15.04 FY 2012/13)**

Director Goedhart pulled this item for questions on the workers compensation budget and filing trends.

Assistant Chief Zeller indicated future reports would contain more detailed information.

Stephen Wontrobski, Mission Viejo resident, provided public comments in opposition to FY 2012/13 Mid-year Budget Adjustments.

Director Tsunoda arrived at this point (6:54 p.m.)

On motion of Vice Chair Weinberg and second by Director Bressette, the Board voted unanimously to:

1. Authorize the proposed mid-year budget adjustments.
2. Approve the proposed Schedule of Fund Balance.

### **4. Approval of Appointment to Executive Committee (F: 12.02A1)**

On motion of Director Bressette and second by Director Murray, the Board voted unanimously to ratify the 2013 appointments to the Executive Committee.

### **5. Secured Fire Protection Agreement with Heritage Fields El Toro, LLC, for Entitlements in the Great Park Neighborhoods Development in the City of Irvine (F: 18.14)**

On motion of Director Bressette and second by Director Murray, the Board voted unanimously to approve and authorize the Fire Chief to enter into a Secured Fire Protection Agreement with Heritage Fields El Toro, LLC, for Entitlements in the Great Park Neighborhoods Development in the City of Irvine.

### **6. Reserve Firefighter Program Status Update (F: 17.11A)**

On motion of Director Bressette and second by Director Murray, the Board voted unanimously to receive and file the report.



**7. Adoption of OCFA 2013 Legislative Policy Guidelines (F: 11.10F)**

Director Shawver pulled this item to comment on his concerns relating to the sale of fireworks in his city, and indicated he preferred OCFA take a neutral position on the item.

A lengthy discussion ensued.

On motion of Vice Chair Weinberg and second by Director Allevato, the Board, by roll call vote, voted to adopt the OCFA 2013 Legislative Policy Guidelines and direct OCFA staff to initiate procedures to implement those policies.

**SUPPORT (13)**

Joseph Aguirre, Placentia	Sam Allevato, San Juan Capistrano
Angelica Amezcua, Alternate, Santa Ana	Randal Bressette, Laguna Hills
Gerard Goedhart, La Palma	Eugene Hernandez, Yorba Linda
Robert Johnson, Cypress	Trish Kelley, Mission Viejo
Jerry McCloskey, Laguna Niguel	Al Murray, Tustin
David Sloan, Seal Beach	Phillip Tsunoda, Aliso Viejo
Steven Weinberg, Dana Point	

**OPPOSED (10)**

Rick Barnett, Villa Park	Pat Bates, County of Orange
Carol Gamble, Rancho Santa Margarita	Noel Hatch, Laguna Woods
Jeffrey Lalloway, Irvine	Kathryn McCullough, Lake Forest
David Shawver, Stanton	Todd Spitzer, County of Orange
Elizabeth Swift, Buena Park	Tri Ta, Westminster

**ABSTAINED (0)**

**ABSENT (3)**

Bob Baker, San Clemente	Warren Kusumoto, Los Alamitos
Sal Tinajero, Santa Ana	

On motion of Director Spitzer and second by Director Murray, the Board voted unanimously to authorize the Chair and Vice Chair to provide legislative guidance to OCFA staff on legislation needing urgent action prior to the Board's next meeting, and to notify the full Board of Directors on the guidance provided.

**DISCUSSION CALENDAR**

**8. Amendments to the Board Rules of Procedure (F: 11.03)**

Stephen Wontrobski, Mission Viejo resident, provided public comments in opposition to the amendments to the Board Rules of Procedure regarding public comments.

Minutes

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On motion of Vice Chair Weinberg and second by Director Bates, the Board, by roll call vote, agreed to bifurcate the recommended action, and to vote on the adoption of amendments to Board Rules 3A and 3C, regarding the “9:30 p.m. Rule” and curfew, amending the Board of Directors Rules of Procedure.

SUPPORT (21)

Joseph Aguirre, Placentia	Sam Allevato, San Juan Capistrano
Angelica Amezcua, Alternate, Santa Ana	Rick Barnett, Villa Park
Pat Bates, County of Orange	Carol Gamble, Rancho Santa Margarita
Noel Hatch, Laguna Woods	Eugene Hernandez, Yorba Linda
Robert Johnson, Cypress	Trish Kelley, Mission Viejo
Jeffrey Lalloway, Irvine	Jerry McCloskey, Laguna Niguel
Kathryn McCullough, Lake Forest	Al Murray, Tustin
David Shawver, Stanton	David Sloan, Seal Beach
Elizabeth Swift, Buena Park	Todd Spitzer, County of Orange
Tri Ta, Westminster	Phillip Tsunoda, Aliso Viejo
Steven Weinberg, Dana Point	

OPPOSED (2)

Randal Bressette, Laguna Hills	Gerard Goedhart, La Palma
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ABSTAINED (0)

ABSENT (3)

Bob Baker, San Clemente	Warren Kusumoto, Los Alamitos
Sal Tinajero, Santa Ana	

The motion passed.

RESOLUTION NO. 2013-07  
A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY  
AMENDING THE BOARD OF DIRECTORS RULES OF PROCEDURE

On motion of Director Bressette and second by Director Spitzer, the Board, by roll call vote, voted to adopt the remaining amendments to the Board of Directors Rules of Procedure relating to public comments and the consent calendar.

SUPPORT (3)

Angelica Amezcua, Alternate, Santa Ana	Jerry McCloskey, Laguna Niguel
David Sloan, Seal Beach	

OPPOSED (20)

Joseph Aguirre, Placentia	Sam Allevato, San Juan Capistrano
Rick Barnett, Villa Park	Pat Bates, County of Orange
Randal Bressette, Laguna Hills	Carol Gamble, Rancho Santa Margarita

Gerard Goedhart, La Palma  
Eugene Hernandez, Yorba Linda  
Trish Kelley, Mission Viejo  
Kathryn McCullough, Lake Forest  
David Shawver, Stanton  
Todd Spitzer, County of Orange  
Phillip Tsunoda, Aliso Viejo

Noel Hatch, Laguna Woods  
Robert Johnson, Cypress  
Jeffrey Lalloway, Irvine  
Al Murray, Tustin  
Elizabeth Swift, Buena Park  
Tri Ta, Westminster  
Steven Weinberg, Dana Point

ABSTAINED (0)

ABSENT (3)

Bob Baker, San Clemente  
Sal Tinajero, Santa Ana

Warren Kusumoto, Los Alamitos

The motion failed.

## REPORTS

### 9. Chief's Report (F: 11.14)

Chief Richter introduced new Division Chiefs Scott Brown, Kris Concepcion, and Kirk Wells.

### 10. BOARD MEMBER COMMENTS (F: 11.13)

Director Shawver thanked Assistant Chief Lori Zeller for her assistance at the recent OCERS meeting, and indicated OCERS provided a four week extension to allow OCFA to provide information. He encouraged Board members to attend the upcoming April 15, 2013, OCERS meeting.

### CLOSED SESSION (F: 11.15)

No items.

**ADJOURNMENT** - Chair Kelley adjourned the meeting at 8:10 p.m. The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for May 23, 2013, at 6:30 p.m.

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

# MINUTES ORANGE COUNTY FIRE AUTHORITY

**Board of Directors Special Meeting  
Thursday, April 25, 2013  
6:00 P.M.**

**Regional Fire Operations and Training Center  
Board Room  
1 Fire Authority Road  
Irvine, CA 92602-0125**

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## **CALL TO ORDER**

A special meeting of the Orange County Fire Authority Board of Directors was called to order on April 25, 2013, at 6:05 p.m. by Chair Trish Kelley.

## **INVOCATION**

Chaplain Ken Krikac offered the invocation.

## **PLEDGE OF ALLEGIANCE**

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

## **ROLL CALL**

<b>Present:</b>	Joseph Aguirre, Placentia	Sam Allevato, San Juan Capistrano
	Angelica Amezcua, Alternate, Santa Ana	Bob Baker, San Clemente
	Rick Barnett, Villa Park	Randal Bressette, Laguna Hills
	Carol Gamble, Rancho Santa Margarita	Gerard Goedhart, La Palma
	Trish Kelley, Mission Viejo	Warren Kusumoto, Los Alamitos
	Jeffrey Lalloway, Irvine	Jerry McCloskey, Laguna Niguel
	Kathryn McCullough, Lake Forest	Al Murray, Tustin
	David Shawver, Stanton	Elizabeth Swift, Buena Park
	Todd Spitzer, County of Orange	Tri Ta, Westminster
	Steven Weinberg, Dana Point	Craig Young, Alternate, Yorba Linda
<b>Absent:</b>	Pat Bates, County of Orange	Noel Hatch, Laguna Woods
	Eugene Hernandez, Yorba Linda	Robert Johnson, Cypress
	Sal Tinajero, Santa Ana	David Sloan, Seal Beach
	Phillip Tsunoda, Aliso Viejo	

## **Also present were:**

Deputy Chief Craig Kinoshita	General Counsel Dave Kendig
Assistant Chief Laura Blaul	Assistant Chief Brian Stephens
Assistant Chief Dave Thomas	Assistant Chief Lori Zeller
Clerk of the Authority Sherry Wentz	Assistant Clerk Lydia Slivkoff

## **PRESENTATIONS**

No items.

## **PUBLIC COMMENTS (X: 11.11)**

Chair Kelley opened the public comments portion of the meeting.

Doug Davert, Chairman of the Orange County Fire Authority Foundation, indicated the Foundation received a request to help raise \$57,000 for the OCFA Fire Explorer Academy. He asked Board members to provide information on city service organizations or foundations that would be interested in assisting in the fundraising efforts.

Chair Kelley closed the public comments portion of the meeting.

## **REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR (F: 11.12)**

Budget and Finance Committee Chair Al Murray reported at the April 10, 2013, meeting of the Budget and Finance Committee, the Committee reviewed and discussed the proposed Actuarial Funding Policy and made considerations, which were outlined as Priorities 1-3 on OCFA's memo to Orange County Employees' Retirement System (OCERS).

## **MINUTES (F: 11.06)**

No items.

## **CONSENT CALENDAR**

No items.

## **DISCUSSION CALENDAR**

### **1. OCERS' Proposed Actuarial Funding Policy (F: 17.06C)**

Assistant Chief Lori Zeller provided a PowerPoint presentation overview on the OCERS proposed Actuarial Funding Policy.

Director Baker arrived at this point (6:12 p.m.)

Paul Angelo, Senior Vice President/Actuary for The Segal Company provided a comprehensive PowerPoint presentation on the OCERS Actuarial Funding Policy.

Public comments were received from Kimberly Edds, Director of Communications and Public Affairs for the Association of Orange County Deputy Sheriffs in support of holding the current cost down and allowing plan sponsors to make additional payments, if desired.

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Public comments were received from John Fleissman, Rancho Santa Margarita resident, regarding his concerns with the unfunded liability.

On motion of Director Lalloway and second by Director Ta, the Board voted unanimously to direct staff to provide a projected dollar amount for each agencies' potential liability and impact on future invoicing.

On motion of Director Lalloway and second by Director Murray, the Board voted to take no position on recommendations to OCERS.

The motion failed.

**SUPPORT (5)**

Bob Baker, San Clemente  
Jeffrey Lalloway, Irvine  
Angelica Amezcua, Alternate, Santa Ana

Rick Barnett, Villa Park  
Tri Ta, Westminster

**OPPOSED (15)**

Joseph Aguirre, Placentia  
Randal Bressette, Laguna Hills  
Gerard Goedhart, La Palma  
Warren Kusumoto, Los Alamitos  
Kathryn McCullough, Lake Forest  
David Shawver, Stanton  
Elizabeth Swift, Buena Park  
Craig Young, Alternate, Yorba Linda

Sam Allevato, San Juan Capistrano  
Carol Gamble, Rancho Santa Margarita  
Trish Kelley, Mission Viejo  
Jerry McCloskey, Laguna Niguel  
Al Murray, Tustin  
Todd Spitzer, County of Orange  
Steven Weinberg, Dana Point

**ABSTAINED (0)**

On motion of Vice Chair Weinberg and second by Director Bressette, the Board voted to:

1. Receive and file the submitted OCERS' proposed Actuarial Funding Policy materials.
2. Direct staff to support The Segal Company's alternative #3 for future layers of UAAL, as detailed on page 3 of this report.
3. Direct staff to support The Segal Company's recommendation to leave the amortization period for prior layers of UAAL unchanged.

**SUPPORT (13)**

Joseph Aguirre, Placentia  
Rick Barnett, Villa Park  
Gerard Goedhart, La Palma  
Warren Kusumoto, Los Alamitos  
Kathryn McCullough, Lake Forest  
David Shawver, Stanton  
Steven Weinberg, Dana Point

Bob Baker, San Clemente  
Randal Bressette, Laguna Hills  
Trish Kelley, Mission Viejo  
Jerry McCloskey, Laguna Niguel  
Al Murray, Tustin  
Elizabeth Swift, Buena Park

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**OPPOSED (5)**

Sam Allevato, San Juan Capistrano  
Jeffrey Lalloway, Irvine  
Tri Ta, Westminster

Carol Gamble, Rancho Santa Margarita  
Todd Spitzer, County of Orange

**ABSTAINED (2)**

Angelica Amezcua, Alternate, Santa Ana

Craig Young, Alternate, Yorba Linda

**REPORTS**

**3. Chief's Report (F: 11.14)**

Deputy Chief Kinoshita had no items to report.

**BOARD MEMBER COMMENTS**

Chair Kelley congratulated Fire Chief Richter for his recognition as Fire Chief of the Year by the Metropolitan Fire Chief's Association.

**CLOSED SESSION**

No items.

**ADJOURNMENT** - Chair Kelley adjourned the meeting at 8:25 p.m. The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for May 23, 2013, at 6:30 p.m.

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

**CONSENT CALENDAR – AGENDA ITEM NO. 3**  
**EXECUTIVE COMMITTEE MEETING**  
**May 23, 2013**

TO: Board of Directors, Orange County Fire Authority

FROM: Laura Blaul, Assistant Chief/Fire Marshal  
Fire Prevention Department

SUBJECT: **FY 2012/13 Third Quarter Progress Report on Planning & Development Services Activity**

Summary:

This agenda item is submitted to provide a 3-month summary of activities in the Planning and Development Services Section. The attached report summarizes plan review and inspection activities by volume, average turnaround time and success in meeting turnaround time target goals.

Recommended Action:

Receive and file the report.

Background:

The plan review turnaround time percentage dropped to 82% in the third quarter from 92% during the second quarter. The goal is to maintain a 90% return rate for five and ten day submittals. The drop in the third quarter can be attributed to staff assisting with the Hazardous Materials Disclosure Program inspections. To complete inspections by May 1, Fire Prevention needed to utilize the services of some Planning & Development staff. Now that the inspections have been completed, it's anticipated that turnaround times for plans will return to normal through the remainder of the fiscal year.

Staff has begun the process of meeting with our partner agencies to develop strategies for the adoption of the 2013 California Building and Fire Codes. Additionally, staff will be analyzing local amendments for relevancy to the new codes. State law requires that the 2013 codes be adopted by January 1, 2014.

During this quarter Deputy Fire Marshal Brett Petroff and Management Assistant Kathy Mazza both retired. Deputy Fire Marshal Pete Bonano was moved from Safety & Environmental Services to replace Brett and Lynda Martinez was promoted to replace Kathy as the front counter supervisor. Assistant Fire Marshal Lori Smith was promoted to Deputy Fire Marshal for Safety & Environmental Services.

Staff Contact for Further Information:

Pete Bonano, Deputy Fire Marshal

[petebonano@ocfa.org](mailto:petebonano@ocfa.org)

(714) 573-6101



Impact to Cities/County:  
None.

Fiscal Impact:  
None.

Attachment:  
FY 2012/13 3<sup>rd</sup> Quarter Plan Review and Construction Inspections Summaries

Attachment  
FY 2012/13  
Plan Review and Construction Inspection Summaries

PLAN REVIEW

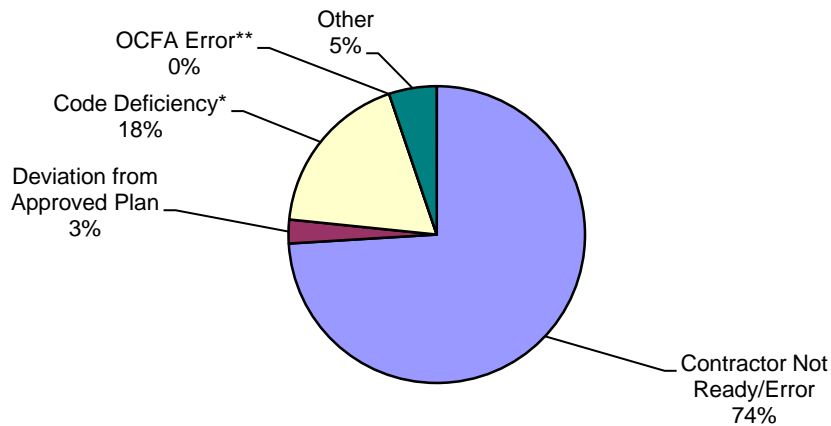
FY Quarter	Total Plans Received	Total Plans Reviewed	Plans Within Target Goals	% of Plans Within Target Goals
Jan - Mar 2012/13	1,557	1,449	1,185	82%
Oct - Dec 2012/13	1,527	1,670	1,530	92%
Jul - Sept 2012/13	1,695	1,733	1,578	91%
Apr - Jun 2011/12	1,494	1,435	1,075	75%
<b>Totals</b>	<b>6,273</b>	<b>6,287</b>	<b>5,368</b>	<b>85%</b>

CONSTRUCTION INSPECTIONS

Quarter	Total Inspections*	Reinspections		Within 48 Hour Goal or At Customer's Request		Late	
		Number	Percent	Number	Percent	Number	Percent
Jan - Mar 2012/13	2,589	97	4.1	2,158	90.7	221	9.3
Oct - Dec 2012/13	2,832	120	4.7	2,480	97.2	72	2.8
Jul - Sept 2012/13	2,535	131	5.7	2,237	97.5	57	2.5
Apr - Jun 2011/12	2,252	84	4.1	1,917	94.4	113	5.6
<b>Totals</b>	<b>10,208</b>	<b>432</b>	<b>4.7%</b>	<b>8,792</b>	<b>95%</b>	<b>463</b>	<b>5.0%</b>

\*Total Inspections may exceed the total volume of On-Time and Late Inspections due to completion of unscheduled and administrative inspections.

**REASONS FOR REINSPERCTIONS  
JANUARY 2013 - MARCH 2013**



\*Code Deficiency - Not shown on plan and not in compliance with code requirement.  
\*\*OCFA Error - Deficiency not identified during plan review and caught in field, or inspector concurred with something not installed correctly.

**CONSENT CALENDAR – AGENDA ITEM NO. 4**  
**BOARD OF DIRECTORS MEETING**  
**May 23, 2013**

TO: Board of Directors, Orange County Fire Authority

FROM: Dave Thomas, Assistant Chief  
Operations Department

SUBJECT: **Hazardous Materials Emergency Response Subscription Service**

Summary:

This report is submitted to provide a recommendation to implement a Hazardous Materials Incidents Emergency Response Subscription Service to be made available to non-OCFA cities within the County of Orange.

Committee Action:

At its April 10, 2013, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

Recommended Actions:

1. Approve and authorize the implementation of a Hazardous Materials Emergency Response subscription service for non-OCFA cities within the Orange County Operational Area, using the “fair-share” subscription cost methodology based on population and assessed value.
2. Approve the submitted Subscriber Contract as to form, and authorize the Fire Chief to execute these contracts with any non-OCFA cities that choose to subscribe for Hazardous Materials Emergency Response Services from OCFA.

Background:

The Orange County Fire Department (OCFD) established its Hazardous Materials Response Team (HMRT) in 1984 to address the growing number of hazardous materials incidents occurring within the OCFD response area. In 1993, it was determined that a regional approach to hazardous materials incidents response would best serve the needs of the Orange County Operational Area, and the OCFD joined the Orange County-Cities Hazardous Materials Emergency Response Authority-Joint Powers Authority (OCCHMERA).

***Previous Board Action***

In November 2012, due to changes to OCCHMERA Provider Agency staffing levels, the ability of Provider Agencies to respond in a timely manner, and the significant administrative costs charged, the OCFA Board of Directors approved staff’s recommendations to:

- Withdraw from the OCCHMERA JPA, effective July 1, 2013
- Implement Hazardous Materials Response Unit 79, using former Santa Ana HMRT assets and explore a Hazardous Materials Emergency Response subscription service for non-OCFA cities within the Orange County Operational Area to offset some of the cost of the Hazardous Materials Response Team Program.

***Current Staffing Levels:***

Based on the November Board action, Haz Mat 79 (located in Santa Ana) is now configured with the required inventory and personnel to provide the OCFA with the capability of staffing two Type I Hazardous Materials Response Teams. The OCFA HMRT staffing level is ten (10) personnel per shift (24-hour period); seven (7) assigned at FS4 and three (3) assigned at FS79. A Type I HMRT, recognized by Firefighting Resources of California Organized for Potential Emergencies (FIRESCOPE) and the California Emergency Management Agency (CalEMA), requires seven trained personnel along with the specified equipment and supplies. The additional staffing required to fully staff two Type I HMRTs is achieved through utilizing HM qualified on-duty personnel assigned to other OCFA stations. The two seven person teams would be made from the ten (10) on duty personnel assigned at fire stations 4 and 79 and four (4) HM qualified on-duty personnel from other OCFA stations. The second HMRT adds greater depth, flexibility, and response capability to the OCFA HMRT program.

***Issue:***

The overall viability and stability of the OCCHMERA after July 1, 2013 is unknown. Should OCCHMERA be unable to provide the services as described in the JPA agreement or to a current OCCHMERA subscriber agency (the Cities of Brea, Costa Mesa, Fountain Valley, Fullerton, Garden Grove, Laguna Beach, Newport Beach, and Orange), the cities may wish to explore other options for hazardous materials incident response within their jurisdiction. The OCFA will be positioned to provide this service. Hazardous materials incidents emergency response to these cities would typically not be considered under an “Automatic Aid Agreement” since these cities do not have a HMRT and would not be able to reciprocate with a like resource.

After July 1, 2013, OCFA is under no obligation to provide hazardous materials emergency response services to or within the jurisdiction of any public entity that is not a member agency with OCFA. However, OCFA is proposing to offer two types of programs to non-OCFA cities interested in having OCFA provide Hazmat responses within the city:

- The city may become a “subscriber agency” whereas the annual cost is based on OCFA’s estimated marginal cost of providing HMRT services. This would be a fixed amount per year, adjusted annually. The city would not be required to pay for any OCFA costs associated with responding to the incident. If applicable, the OCFA would seek and retain restitution from the responsible party.
- The city may request OCFA services on an “as needed basis.” The jurisdiction receiving services shall compensate the Agency providing the services for all specialized services and equipment. Such compensation shall be at the approved Assistance-by-Hire (ABH) rate that has been established and approved by the OCFA. The “Operating Plan” (Exhibit “A” of the OCFA Automatic Aid Agreement); specifically paragraph four (4) of the *Dispatch Procedure* section will be updated in each signed agreement to include Hazardous Materials Response Team. The jurisdiction receiving services would be required to seek restitution from the responsible party. This could become very expensive depending on the complexity of the incident. A contract for subscription service to provide hazardous materials incidents emergency response could provide non-OCFA cities with an alternative and cost-effective means to meet this need.

***Subscribing Agency Cost Calculation:***

OCFA will not actively solicit cities to leave OCCHMERA, but rather be prepared to provide an alternative by offering a subscription service for hazardous materials incidents emergency response. Subscription fees for hazardous materials emergency response would offset the cost of the OCFA HMRT. As proposed, subscription costs are determined by a “Fair Share Percentage” of the OCFA HMRT Program expenses. “Fair Share Percentage” is determined by averaging the percentage of County population and County assessed value (real property) of each city within the County as well as the unincorporated area of Orange County. Attachment 1 reflects the initial cost estimate and calculation methodology that would be charged to each jurisdiction upon joining the subscription program.

Any subscribing agency shall pay in advance for the service payment due in full by July 30. Subscribers joining within the fiscal year will have the fee prorated based on the number of months the agency will be participating. Partial months count as a full month for calculation purposes. Unless approved in advance by the OCFA Fire Chief or designee, agencies joining during the course of a fiscal year must pay for services within 30 days of the effective date.

Subscription service cannot be applied retroactively. The annual cost will be adjusted by the amount of annual adjustment to OCFA’s HMRT budget, not to exceed ten percent annually. Attachment 2 is a proposed draft subscriber contract that cities would need to sign and approve.

**Fiscal Impact:**

The fiscal impact would be based on the revenue generated by the subscription program participants and incident cost restitution. Expenses associated with the HMRT Program are already funded in OCFA’s budget.

**Staff Contact for Further Information:**

Michael Moore, Division Chief/Division 2  
[mikemoore@ocfa.org](mailto:mikemoore@ocfa.org)  
(949) 341-0294

**Attachments:**

1. Proposed HazMat Team Fair Share Contribution
2. Draft Contract

**ORANGE COUNTY FIRE AUTHORITY**  
**Calculation of Proposed HazMat Team Fair Share Contribution**

County/City	Population (1/1/2012)	% of County Population	FY 12/13 Total Assessed Valuation	% of County AV	Fair Share % (average of population and A/V)	Proposed OCFA Fair Share Contribution	
						OCFA Cities*	Subscriber Cities
Aliso Viejo	48,988	1.60%	7,605,524,301	1.78%	1.69%	\$8,064.68	
Anaheim	343,793	11.25%	35,896,658,193	8.39%	9.82%		\$46,851.95
Brea	40,932	1.34%	7,179,774,942	1.68%	1.51%		\$7,198.42
Buena Park	81,460	2.67%	7,602,927,022	1.78%	2.22%	\$10,598.07	
Costa Mesa	110,757	3.62%	14,379,537,747	3.36%	3.49%		\$16,663.45
Cypress	48,273	1.58%	5,666,354,152	1.32%	1.45%	\$6,927.65	
Dana Point	33,667	1.10%	8,844,363,956	2.07%	1.58%	\$7,559.41	
Fountain Valley	55,810	1.83%	7,164,372,762	1.67%	1.75%		\$8,351.25
Fullerton	137,481	4.50%	14,946,853,107	3.49%	4.00%		\$19,065.91
Garden Grove	172,648	5.65%	12,404,554,406	2.90%	4.27%		\$20,393.64
Huntington Beach	192,524	6.30%	30,066,432,421	7.03%	6.66%		\$31,792.80
Irvine	223,729	7.32%	48,646,093,255	11.37%	9.35%	\$44,588.05	
Laguna Beach	22,966	0.75%	4,857,042,662	1.14%	0.94%		\$4,500.89
Laguna Hills	30,618	1.00%	1,718,006,977	0.40%	0.70%	\$3,348.01	
Laguna Niguel	63,691	2.08%	10,680,400,282	2.50%	2.29%	\$10,926.86	
Laguna Woods	16,334	0.53%	5,513,065,887	1.29%	0.91%	\$4,348.95	
La Habra	60,871	1.99%	12,116,601,329	2.83%	2.41%		\$11,507.50
Lake Forest	78,036	2.55%	2,193,624,367	0.51%	1.53%	\$7,314.77	
La Palma	15,700	0.51%	10,885,724,192	2.54%	1.53%	\$7,295.05	
Los Alamitos	11,557	0.38%	1,638,192,752	0.38%	0.38%	\$1,815.56	
Mission Viejo	94,196	3.08%	13,320,574,029	3.11%	3.10%	\$14,780.22	
Newport Beach	85,990	2.81%	40,232,177,864	9.40%	6.11%		\$29,144.53
Orange	138,010	4.52%	16,538,150,330	3.87%	4.19%		\$19,994.45
Placentia	51,084	1.67%	5,080,848,867	1.19%	1.43%	\$6,820.63	
Rancho Santa Margarita	48,278	1.58%	6,679,191,088	1.56%	1.57%	\$7,492.76	
San Clemente	64,208	2.10%	12,506,117,671	2.92%	2.51%	\$11,985.17	
San Juan Capistrano	35,022	1.15%	5,833,268,798	1.36%	1.25%	\$5,986.31	
Santa Ana	327,731	10.72%	20,339,779,135	4.75%	7.74%	\$36,924.18	
Seal Beach	24,354	0.80%	4,480,556,641	1.05%	0.92%	\$4,399.32	
Stanton	38,498	1.26%	2,073,751,661	0.48%	0.87%	\$4,161.49	
Tustin	76,567	2.51%	9,502,172,504	2.22%	2.36%	\$11,275.06	
Villa Park	5,867	0.19%	1,398,666,415	0.33%	0.26%	\$1,237.84	
Westminster	90,677	2.97%	7,023,383,445	1.64%	2.30%	\$10,994.44	
Yorba Linda	65,777	2.15%	11,484,958,133	2.68%	2.42%	\$11,538.29	
County Unincorporated	119,698	3.92%	21,332,071,633	4.99%	4.45%	\$21,237.88	
County Total	3,055,792	100.00%	427,831,772,926	100.00%	100.00%	\$477,085.45	
						\$261,620.68	\$215,464.78
						54.84%	45.16%

\* - Already paid through their Structural Fire Fund property tax or Cash Contract City payments.

## Hazardous Materials Team Budget

### Salaries & Employee Benefits (Org 1170)

Unit	Post Positions	HazMat Bonus	Total
FC T4	3	10,212	30,636
FC E4	3	10,212	30,636
FC E79	3	10,212	30,636
FAE T4	3	10,212	30,636
FAE E4	3	10,212	30,636
FAE E79	3	10,212	30,636
FF T4	6	10,212	61,272
FF E4	3	10,212	30,636
FF E79*	3	3,404	10,212
Sub-total			<u>285,936</u>

\*This FF position requires dual qualification, both HM & PM; in this case the HM bonus is reduced.

### Services & Supplies (Org 1170)

Clothing & Personal Supplies	24,552
Medical Supplies	9,900
Small Tools	5,104
Trans/travel	34,540
Maintenance of Equip	20,218
Office Supplies	3,080
Special Dept Exp	18,480
Sub-total	<u>115,874</u>

### Annual Costs Budgeted in Fleet Services

Fuel		3,932
Vehicle Maintenance	HM4	2,599
	HM79	1,248
	HM204	2,495
Vehicle Depreciation	HM4	26,823
	HM79	28,763
	HM204	9,416
SubTotal		<u>75,275</u>

**Grand Total** 477,085

HAZARDOUS MATERIALS EMERGENCY RESPONSE

SUBSCRIPTION SERVICE CONTRACT

ORANGE COUNTY FIRE AUTHORITY

This Hazardous Materials Emergency Response Subscription Service Contract (“Agreement”) is entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ by and between the Orange County Fire Authority (“Authority”) and the City of \_\_\_\_\_ (“Subscriber Agency”). Authority and Subscriber Agency have determined that the provisions of this Agreement are consistent with the Hazardous Waste Control Law, the Orange County Hazardous Waste Management Plan and the Orange County Hazardous Materials Area Plan.

**1. DEFINITIONS**

1.1 “Authority” means the Orange County Fire Authority.

1.2 “Board Members” mean those persons serving as members of the OCFA Board or their designated alternates.

1.3 “Board” means the governing Board of the Authority.

1.4 “County” means the geographic area within the boundaries of the County of Orange, including incorporated and unincorporated territory, but exclusive of the “County of Orange” as a political subdivision of the State of California.

1.5 “County of Orange” means the public entity which is a political subdivision of the State of California and is governed by the Board of Supervisors.

1.6 “Fiscal Year” means the period dating from July 1 in any given year to and including the 30<sup>th</sup> of June of the following year.



- 1.7 “Hazardous Materials” means any of the following substance(s) or material(s):
- A. Any material listed in Subdivision B of Section 6382 of the Labor Code;
  - B. Any material or substance defined in Section 25501 (k), 25115, 25117 or 25316 of the Health and Safety Code;
  - C. Any material listed in Articles 9 (commencing with Section 66680) or 11 (commencing with Section 66693) of Chapter 30 of Title 22 of the California Code of Regulations;
  - D. Any material listed in Part 261 of Title 40 of the Code of Federal Regulations;  
or
  - E. Any other material or substance the release of which is reasonable believed to pose a significant present or potential hazard to human health, safety, property, or the environment, or which is declared a hazardous waste pursuant to local, state or federal law.

1.8 "Hazardous Materials Emergency" means the release or threatened release of any hazardous material.

1.9 “Hazardous Materials Emergency Response Plan” means the Orange County Hazardous Materials Area Plan.

1.10 "Hazardous Materials Emergency Response Services" means the response to, assessment of, and stabilization of, any hazardous materials emergency.

1.11 "Release" means any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping or disposing into the environment.

1.12 "Response Team" means personnel employed by the Authority and who are trained and equipped to respond to hazardous materials emergencies.

1.13 "Responsible party" means a person or entity who releases or threatens to release Hazardous Materials, or who owns property upon which Hazardous Materials are

released.

1.14 "Revenue" means all funds received by the Authority for responding to Hazardous Materials Emergencies, including but not limited to, fair share contributions received from Subscriber Agencies, funds received from any person or entity responsible for a Hazardous Materials Emergency, fees for services, or funds received from any state or federal grant program for Hazardous Materials Emergency Response Services.

1.15 "Subscriber Agency" means the City executing this Agreement. "Subscriber Agencies" means the Subscriber Agency and each of the other public entities which has agreed to contribute toward the costs of providing Hazardous Materials Emergency Response Services by executing a Subscriber Agreement, as further described in Section 4.2.

## **2. GENERAL PURPOSE**

2.1 Hazardous Materials Emergency Response Services. Subject to the terms and conditions set forth herein, the Authority will provide the following services to each Subscriber Agency:

A. Respond to, assess the nature of, and stabilize any emergency created by, the release, or threatened release, of Hazardous Materials;

B. Hire, train, and equip persons such that they are qualified to respond to, assess the nature and dangers of, and stabilize any emergency associated with, any release or potential release of Hazardous Materials; and

C. Direct the activities of persons qualified to assess the nature or danger of, stabilize any emergency associated with, control, and clean up any release, or threatened release, of Hazardous Materials.

### 2.2 General Purpose

A. The primary purpose of this Agreement is to provide for continuation of the Hazardous Materials Emergency Response System within the County and to partially offset the costs to Authority incurred in maintaining Response Teams, and responding to

Hazardous Materials Emergencies, with revenue derived from the public entities that use, or have access to, the services of the Authority and funds recovered from those responsible for emergencies. This Agreement also enables public entities to receive Hazardous Materials Emergency Responses and related services without incurring the direct costs required to establish and maintain Response Teams.

B. The Authority will coordinate responses to Hazardous Materials Emergencies and ensure efficient use of resources. This Agreement will enable an equitable sharing of risks associated with Hazardous Materials Emergencies and promote the recovery of costs from persons or entities responsible, in whole or in part, for any such emergency; and

C. To take all steps necessary to recover from the person or entity responsible, the costs incurred, or the value of the services performed, in responding to a Hazardous Materials Emergency or Release.

### **3. HAZARDOUS MATERIALS RESPONSE SERVICES**

#### **3.1 Basic Services**

The Authority shall furnish all Subscribing Agencies with Hazardous Emergency Response services subject to the following:

A. Services will be performed by Authority personnel. The Authority shall determine the number, location and size of the Response Teams available to provide services pursuant to this Agreement.

B. The Authority Response Teams will generally provide services in accordance with the provisions of the current Hazardous Materials Emergency Response Plan. The Board shall adopt criteria and standards relating to the provision of Hazardous Materials Emergency Response Services by Response Teams. Such standards may include specific levels of training required of personnel, manpower needs and the type of equipment and supplies necessary for particular hazardous materials emergencies. The Authority and Response Teams retain sole and exclusive discretion as to the specific type, nature and timing of the services performed pursuant to this Agreement. Neither the Authority nor the Response Teams are responsible for the physical containment or cleanup of any Hazardous Materials, the control of pedestrian or vehicular traffic or the removal of persons or property from the area around

the emergency.

C. The Authority does not guarantee that a Response Team will be available at all times to respond to a Hazardous Materials Emergency. Circumstances may arise when the timing, number, size or location of a Hazardous Materials Emergency, or other emergencies, make it difficult or impossible for a Response Team to respond to any or all incident(s).

### 3.2 Preventative Measures

Each Subscribing Agency shall use its best efforts to do the following:

A. Require that all persons, business entities and public agencies within its jurisdiction comply with applicable state and federal laws regarding the storage and use of Hazardous Materials by establishing and implementing an inspection and citation program;

B. Maintain, and make accessible to the Authority and Response Teams copies of all plans and documents required to be submitted pursuant to law, including, without limitation, business inventories and emergency response plans;

C. If appropriate, declare a local emergency pursuant to the provisions of Sections 8630, *et seq.* of the Government Code of the State of California and/or any applicable charter provisions or ordinances. To the extent permitted by law, the Authority shall have the right to declare a local emergency in the event the public entity with jurisdiction over the scene of the hazardous materials emergency fails or refuses to do so; and

D. Immediately comply with any request of the Response Team or the Authority to provide police, fire or other personnel or services to assist the Response Team, control vehicular traffic and pedestrian access to the scene of the Hazardous Materials Emergency, or contain or cleanup any Hazardous Materials within the Subscribing Agency's jurisdiction. These services shall be provided at no cost to the Authority. The Authority shall not be responsible to provide these services or for any costs or expenses related thereto. In the event these services are not provided, the Authority or the Response Team shall have the right, but not the obligation, to contract for such services as may be necessary, or in the alternative, the Response Team shall have the right to withdraw from the scene of the Hazardous Materials Emergency. If the

Authority of Response Team contracts for such services, the Subscribing Agency with jurisdiction over the area within which the request for such services was made shall reimburse Authority for the reasonable costs thereof.

#### **4. FEE PROVISIONS**

The following special provisions shall control the collection and disbursement of funds received or recovered from Subscribing Agencies, federal or state grant programs, and persons or entities who receive services and those responsible for a Hazardous Materials Emergency.

##### **4.1 Orange County Fire Authority**

A. The OCFA, in consideration of their right to receive funds as hereinafter provided, shall have available on a daily basis two or more seven (7) person Response Teams as well as related supplies, materials and equipment.

B. Each Subscriber Agency agrees to cooperate with the Authority in its efforts to recover money from any person or entity responsible for a Hazardous Materials Emergency, as well as any claim or litigation instituted by or against the Authority. This shall include providing all information and invoices necessary to initiate collection actions to the Authority.

C. Each Subscriber Agency waives and gives up any right it may have to receive or hold any funds collected by the Authority for Hazardous Materials Emergency Response Services within its jurisdiction.

D. Authority shall have the exclusive right to pursue efforts to collect and to retain funds recovered from the person or entity responsible for a Hazardous Materials Emergency, for all direct and indirect costs and expenses incurred by the Authority in providing services performed by a Response Team. Nothing in this section shall prevent a Subscriber Agency from pursuing efforts to collect, from the person or entity responsible for the Hazardous Materials Emergency, costs and expenses incurred by the Subscriber Agency in providing services other than those performed by a Response Team.

E. Equipment, materials and supplies owned or maintained by Authority to assist in providing services pursuant to this Agreement shall remain the property of the

Authority.

#### 4.2 Services to and Reimbursement from Subscriber Agencies

A. Cities in Orange County may, upon approval by Authority, receive Hazardous Materials Emergency Response Services from Authority by executing this Agreement and paying the annual fair share contribution as determined by the Board pursuant to this Agreement. Agencies must sign this Agreement prior to receiving Hazardous Materials Emergency Response Services, and must pay their fair share contribution by July 30 of the fiscal year (July 1 – June 30) for which subscription is desired. (Subscriptions will not cover services provided prior to acceptance of the executed Agreement by OCFA.) This Subscription Agreement shall renew automatically from year to year unless terminated in accordance with the Agreement or otherwise specified in this Agreement. Agencies which subscribe for an entire fiscal year may, at their option, elect to pay their fair share contribution in four equal installments due and owing on or before July 30th, October 1st, January 1st, and April 1st. If an agency chooses to become a Subscriber Agency after the commencement of a fiscal year, the fair share contributions for existing Subscriber Agencies will be adjusted pro rata to reflect the additional contribution, and those Agencies will receive a reimbursement for any excess contribution made. Agencies which choose to become Subscriber Agencies after the commencement of the fiscal year must sign this Agreement and pay the full amount of the fair share contribution prior to seeking services. Fair share contributions for subsequent fiscal years shall be revised to reflect any changes in population or assessed value as more fully specified in Section 5.1 Fair share contributions, once established by the Board for any specific fiscal year, shall be increased or decreased during that fiscal year only as necessary to reflect the participation of additional or fewer Subscriber Agencies during that fiscal year.

B. Authority may, at Authority's sole discretion, attempt to collect from the person or entity responsible for any Hazardous Materials Emergency within the jurisdiction of a Subscriber Agency, the costs and reasonable value of all services performed by a Response Team. Each Subscriber Agency agrees to cooperate with the Authority in its collection efforts. If the person or entity responsible for the hazardous materials emergency does not pay to the Authority the amount billed within the regular billing cycle, the Subscriber Agency within whose jurisdiction the emergency occurred shall reimburse the Authority for

the costs of repairing or replacing all materials and supplies damaged or destroyed in the course of providing services or which must be disposed of following the emergency, and the Subscriber Agency may then pursue claims for such expenses from the person or entity responsible.

C. If the Subscriber Agency is potentially responsible for, but did not cause, the Hazardous Materials Emergency, as in the case of Hazardous Materials abandoned on property belonging to the Subscriber Agency, and an otherwise Responsible Party cannot be located, the Subscriber Agency shall reimburse the Authority for the costs of repairing or replacing all materials and supplies damaged or destroyed in the course of providing services. If the Subscriber Agency caused the Hazardous Materials Emergency, the Subscriber Agency shall pay the Authority the hourly/ABH rates for the applicable level of service established by the Board pursuant to Section 5.2 and the cost of repairing or replacing any equipment damaged or destroyed in the course of providing services. All fees and costs owing from Subscriber Agencies pursuant to this Section C shall be due within thirty (30) days of billing.

## **5. FEES**

### **5.1 Calculation of Annual Fair Share Contribution.**

Each Subscriber Agency's annual fair share contribution shall be calculated by the Board concurrently with the adoption of the Authority's annual budget, as follows:

A. Step 1: Calculate the "Fair Share Percentage" for each Subscriber Agency by adding that agency's Population Percentage to its Assessed Value Percentage and then dividing by two (2). ("Population Percentage" means the percentage determined by dividing the population within the jurisdiction of the Subscriber Agency by the total population of the County (including unincorporated areas). "Assessed Value Percentage" is the percentage determined by dividing the total assessed value of real property in the Subscriber Agency's jurisdiction by the total assessed value of all real property in the County (including unincorporated areas).)

B. Step 2: Multiply the Subscriber Agency's Fair Share Percentage calculated in Step 1 by the total annual Hazardous Materials Emergency Response Services program costs.

C. Attachment 1 reflects the estimated initial cost estimate and calculation

methodology that would be charged to each jurisdiction upon joining the subscription program. Except as otherwise provided in this Agreement, each Subscriber Agency shall pay its Fair Share Contribution on or before July 31.

## 5.2 Hourly Rate

The Board shall establish, and from time to time update, its schedule of fees for services provided on an Assistance-by-Hire (ABH) basis (the “ABH Rates”). Notice of the costs of services shall be issued to all Subscriber Agencies within ten (10) days of adoption or amendment, and shall take effect thirty (30) days after adoption or amendment. Adjustments in the ABH Rates shall reflect estimates of the operating expenses of Authority, the administrative expenses to be incurred by the Authority associated with providing services in the upcoming fiscal year, estimates of the amount of time Authority is likely to devote to providing services pursuant to this and related agreements, the cost of supplies expended in responding to an emergency, and such other factors as the Board considers relevant. The ABH Rates shall also include a surcharge for administrative costs in an amount established by the Board.

# 6. LIABILITIES

## 6.1 Liabilities

### A. Introduction

The provisions of this section control the extent to which Subscribing Agencies receiving services pursuant to this or related agreements are obligated to defend, indemnify and hold harmless the Authority and its Board members, employees, officers, agents, and representatives with respect to any claim, litigation, liability, damage, injury, cost, or expense that is in any way related to the performance of Hazardous Materials Emergency Response Services pursuant to this Agreement or the existence of a Hazardous Materials Emergency. Hazardous Materials Emergencies, by their nature, create a risk of serious injury to persons or property damage over a wide area. The risk of liability and/or litigation exists irrespective of the skill and competence displayed by those attempting to resolve the emergency. Persons who have suffered injury or property damage as the result of a release of Hazardous Materials are prone to sue all persons and entities present at the scene of the emergency and even non-



negligent parties may incur substantial liability given the toxic nature of the materials involved, the large number of people likely to be affected, and the perceived "deep pockets" of public entity defendants. Accordingly, the Authority and its officers and employees deserve substantial protection from liability and litigation that is in any way related to the services provided pursuant to this Agreement or related agreements. Moreover, since Authority provides, in advance, the personnel, equipment and funds necessary to provide services pursuant to this Agreement, it is appropriate to minimize their risks and obligations while increasing the protection required from other public entities which do not make the same financial commitment.

## B. General Provisions

1. Each Subscribing Agency (the "Releasing Subscriber Agency") shall defend, indemnify, hold harmless and waive (collectively "Indemnification") all claims against the Authority and any other Subscribing Agency, and their respective Board members, Council members, officers, employees and representatives, for any claim, litigation, loss, damage, death, personal injury, bodily injury, illness, cost, expense, court order, administrative directive, or claim of any other variety (collectively "Claims") to person or property that arises out of, or is in any way related, to the performance of services rendered, or the failure to perform services, pursuant to this Agreement within the jurisdictional territory of the Releasing Subscribing Agency. This Indemnification extends to Claims brought by any source, including but not limited to Claims sustained by the Subscribing Agency, or its officers, employees, contractors or agents, or by third parties. This Indemnification extends to, and includes, Claims proximately caused, in whole or in part, by the negligent act, conduct or omission of the Authority, any other Subscribing agency, and/or their respective Board members, officers, employees, agents, contractors, representatives, or any third party. However, this Indemnification does not extend to liability for bodily injury or property damage caused by the fraudulent or willful conduct of a party seeking the protection of this Section, nor to any willful or negligent act of an individual which constitutes a violation of a penal statute.

2. The Indemnification shall not require a Subscribing Agency to defend, indemnify or hold harmless Authority with respect to any Workers' Compensation claim filed against the Authority that arises out of, or is in any way related to, the performance of services pursuant to this Agreement.

3. This Section 6.1 shall survive termination of the Agreement with regard to occurrences during the effective period of the Agreement which occurrences relate to a Claim asserted prior to or after termination.

4. The Subscriber Agency within whose jurisdiction a Hazardous Materials Emergency occurs shall Indemnify the Authority and its Board members, officers, employees, and representatives with respect to any Claim that arises out of, or is in any way related to, the acts or omissions of the Subscriber Agency or their respective officers, employees, agents or representatives, in the course of providing police and fire services, containment or cleanup services, or any other support service or activity related to the Hazardous Materials Emergency.

## **7. ADMISSION AND WITHDRAWAL OF SUBSCRIBING AGENCY**

### **7.1 New Subscribing Agencies**

Subject to all terms and conditions set forth in this Agreement, any city located within Orange County may become a Subscribing Agency upon: (1) execution of this Agreement, (2) acceptance of the executed Agreement by the Authority, and (3) timely payment of the Subscriber Agency's Fair Share Contribution.

### **7.2 Termination of Agreement**

A. Subscriber Agencies may terminate services with or without cause, effective on the last day of any fiscal year by giving written notice of termination to Authority not less than 180 days prior to the end of that fiscal year.

B. Authority may terminate this Agreement on ten (10) days written notice to any Subscriber Agency that has breached this Agreement. Authority may terminate this Agreement with any or all Subscriber Agencies, with or without cause, effective on the last day of any fiscal year by giving written notice of termination to the Subscriber Agency or Subscriber Agencies not less than 180 days prior to the end of that fiscal year.

C. Subsequent to termination, the Authority and Subscribing Agencies shall have a continuing responsibility to perform the duties and obligations required by

this Agreement and which are based on facts, events, or occurrences that predate termination.

## 8. GENERAL PROVISIONS

### 8.1 Partial Invalidity

If one or more of the sections, paragraphs or provisions of this Agreement is determined to be invalid or unenforceable by a Court of competent jurisdiction, each and all of the remaining provisions, sections and paragraphs shall not be affected and shall continue to be valid and enforceable to the fullest extent permitted by law, unless the invalidity affects the substantial rights or duties of the parties, and provided that such remaining portions or provisions can be construed in substance to constitute the Agreement that the parties intended in the first instance.

### 8.2 Non-Assignment; Collection of Restitution

The rights and obligations set forth in this Agreement may not be assigned by any party. However, subject to the terms and conditions set forth herein, this Agreement shall not preclude a party from retaining on a contingent fee or percentage-of-recovery basis one or more agencies or law firms for collection of restitution or other recovery from those responsible for a Release.

### 8.3 Venue.

This Agreement shall be construed pursuant to the laws of the State of California. All disputes arising under or related to this Agreement shall be determined by a court of competent jurisdiction located within the County of Orange, California.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed and attested by their duly executed officers, and to have their official seals affixed hereto, as of the date first stated above.

“Subscriber Agency”

CITY OF \_\_\_\_\_

By: \_\_\_\_\_  
(Name)

(Title)

ATTEST:

By: \_\_\_\_\_  
(Name)  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
(Name)  
City Attorney

“Authority”

ORANGE COUNTY FIRE AUTHORITY

By: \_\_\_\_\_  
Keith Richter  
Fire Chief

ATTEST:

By: \_\_\_\_\_  
Sherry A.F. Wentz, CMC  
Clerk of the Board

APPROVED AS TO FORM:

By: \_\_\_\_\_  
David Kendig  
General Counsel

**CONSENT CALENDAR - AGENDA ITEM NO. 5**  
**BOARD OF DIRECTORS MEETING**  
**May 23, 2013**

TO: Board of Directors, Orange County Fire Authority

FROM: Zenovy Jakymiw, Human Resources Director

SUBJECT: **Adoption of Resolution Extending Benefits and Compensation for Activated Military Reservists**

Summary:

This item is submitted for approval to continue and extend the compensation and benefit "make-up" provisions for regular OCFA employees who, as military reservists, are called to active duty.

Recommended Action:

Adopt the proposed Resolution continuing and extending benefits and compensation for activated Military Reservists.

Background:

On April 28, 2011, the Board of Directors approved a resolution to maintain the level of benefits and compensation of regular OCFA employees who are military reservists and called to active duty. The purpose of the action was to bridge the difference between military pay and the employee's regular pay while the employee performed his or her military duty. This benefit did not apply to those employees who voluntarily sought to extend their tour of duty or who volunteered to go on active duty. This benefit was approved for a period of two years.

Considering the uncertainty of military reservist activation in the future, and in an effort to be prepared for such an event occurring within the following years, it is prudent to again extend the benefit and compensation provision for two additional years. This will ensure that, should such activation occur, regular OCFA employees would not be negatively impacted while in the service of our country. Currently, there are no OCFA employees on active military duty.

Impact to Cities/County:

Not Applicable.

Fiscal Impact:

The cost associated with extending the benefit and compensation "make-up" provision is uncertain at this time because it depends on the classification of the employee activated, the length of activation, and his/her rank in the military. During these past two years, six employees have been involved in being activated as military reservists. Over the past two years, the cost for these six employees as of this report has been \$35,346. It is anticipated that the level of activity for the subsequent period will not experience any significant increase.

Consent Calendar - Agenda Item No 5  
Board of Directors Meeting  
May 23, 2013 Page 2

Staff Contact for Further Information:  
Zenovy Jakymiw, Human Resources Director  
[zenovyjakymiw@ocfa.org](mailto:zenovyjakymiw@ocfa.org)  
(714) 573-6801

Attachment:  
Proposed Resolution

**RESOLUTION NO. 2013-XX**

**A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY  
BOARD OF DIRECTORS EXTENDING BENEFITS AND  
COMPENSATION FOR ACTIVATED MILITARY RESERVISTS**

*WHEREAS*, certain OCFA employees are members of the military reserve; and

*WHEREAS*, regular OCFA employees in the military reserve maybe involuntarily placed on active duty; and

*WHEREAS*, the Board of Directors authorized the Fire Chief on April 28, 2011, to provide the "make-up" of compensation and benefits for a period of two-years to regular OCFA employees who are in the military reserve and called to active duty; and

*WHEREAS*, the compensation was limited to the difference between the employees' leave pay and military pay.

*NOW, THEREFORE, BE IT RESOLVED*, that Board of Directors of the OCFA authorizes the Fire Chief to continue and extend compensation and benefits for an additional period of two-years to regular OCFA employees who, because of their current military reserve status, have been called to active duty. Compensation will be limited to the difference between the employees' regular scheduled OCFA pay and their military pay, excluding any housing or subsistence allowance they or their families receive.

*PASSED, APPROVED and ADOPTED* this 23<sup>rd</sup> day of May 2013.

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TRISH KELLEY, CHAIR  
Board of Directors

ATTEST:

---

SHERRY A.F. WENTZ CMC  
Clerk of the Orange County Fire Authority

**CONSENT CALENDAR – AGENDA ITEM NO. 6**  
**BOARD OF DIRECTORS MEETING**  
**May 23, 2013**

TO: Board of Directors, Orange County Fire Authority

FROM: Zenovy Jakymiw, Human Resources Director

SUBJECT: **Approve the Appointment of the Fire Chief to the Fire Agencies Insurance Risk Authority (FAIRA) Governing Board and Designate the Risk Manager as the Alternate OCFA Representative**

Summary:

This item is submitted for adoption of the attached resolution and appointing the Fire Chief of the Orange County Fire Authority to the Governing Board of the Fire Agencies Insurance Risk Authority (FAIRA) and the Risk Manager as the alternate OCFA representative.

Recommended Action:

Adopt the attached resolution appointing the OCFA Fire Chief to the FAIRA Governing Board and designating the OCFA Risk Manager as the alternate OCFA representative.

Background:

FAIRA is a joint powers insurance authority consisting of fire protection districts, which provides group insurance to its members in areas of General Liability, Auto Liability, Property, and Auto Physical Damage. The OCFA has been a member of FAIRA since March 1, 1995.

FAIRA is governed by a Governing Board consisting of member district representatives who are elected by vote of all the member districts. Since its inception, FAIRA has been governed by a Board of Directors composed of eleven members; one member from each of the nine charter agencies that initially formed FAIRA, and two members from the agencies at large. The Board members are elected for a four-year term.

Since the OCFA is the largest member, the FAIRA Board of Directors amended their bylaws to include a board position from the OCFA without election. Participation on the FAIRA Board provides the OCFA a direct opportunity to participate in discussions and decisions affecting the insurance pool, budget, financial assets, liabilities and claim settlement decisions.

With a new OCFA Risk Manager, staff recommends continuing the appointment of the OCFA Fire Chief to the FAIRA Board of Directors and designating the OCFA Risk Manager as the alternate OCFA representative.

Impact to Cities/County:

Not applicable.

Fiscal Impact:

Not applicable.



Consent Calendar – Agenda Item No. 6  
Board of Directors Meeting  
May 23, 2013 Page 2

Staff Contact for Further Information:

Jonathan Wilby, Risk Manager

[jonathanwilby@ocfa.org](mailto:jonathanwilby@ocfa.org)

(714) 573-6832

Attachment:

Proposed Resolution

**RESOLUTION NO. 2013-XX**

**A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY  
(OCFA) BOARD OF DIRECTORS APPOINTING THE FIRE CHIEF AS  
THE OCFA REPRESENTATIVE TO THE FIRE AGENCIES INSURANCE  
RISK AUTHORITY AND DESIGNATING THE OCFA RISK MANAGER  
AS THE ALTERNATE OCFA REPRESENTATIVE**

*WHEREAS*, the Orange County Fire Authority is a member of the Fire Agencies Insurance Risk Authority (FAIRA); and

*WHEREAS*, participation on the Governing Board of FAIRA is in the best interests of the Orange County Fire Authority;

*NOW THEREFORE BE IT RESOLVED*, that the Orange County Board of Directors appoints the OCFA Fire Chief to serve as OCFA's representative on the FAIRA Governing Board and designates the OCFA Risk Manager as the alternate OCFA representative.

*PASSED, APPROVED AND ADOPTED* this 23<sup>rd</sup> day of May 2013.

---

TRISH KELLEY, CHAIR  
Board of Directors

ATTEST:

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SHERRY A.F. WENTZ, CMC  
Clerk of the Authority

**PUBLIC HEARING – AGENDA ITEM NO. 7**  
**BOARD OF DIRECTORS MEETING**  
**May 23, 2013**

TO: Board of Directors, Orange County Fire Authority

FROM: Lori Zeller, Assistant Chief  
Business Services Department

SUBJECT: **Adoption of the 2013/14 Proposed Budget**

Summary:

This item presents the 2013/14 Proposed Budget for adoption by the Board of Directors.

Committee Actions:

***Budget and Finance Committee***

At its May 8, 2013 meeting, the Budget and Finance Committee reviewed the 2013/14 Draft Proposed Budget and unanimously recommended approval of the budget as submitted.

***City Managers' Budget and Finance Committee***

The City Managers' Budget and Finance Committee (B&FC) reviewed the 2013/14 Draft Proposed Budget with staff on April 15, 2013. The Committee requested staff to submit some specific additional information (provided on page 27 of the budget book), and they provided the following formal recommendations for submission to the OCFA Budget and Finance Committee:

1. The City Managers' B&FC recommended that the OCFA B&FC and Board of Directors adopt the 2013/14 Budget, as submitted.
2. The City Managers' B&FC recommended that staff look into ways of mitigating the budget impact of payouts for sick and vacation balances.

***CIP Ad Hoc Committee***

The CIP Ad Hoc Committee met on April 10, 2013 to review the Draft Proposed 2013/14 – 2017/18 CIP Budget, and made the following recommendations:

1. Continue to monitor the impacts from new development occurring around Fire Station 9 (Mission Viejo) and evaluate the feasibility of expediting construction of Replacement Fire Station 9, which is currently listed as a deferred CIP project.
2. Approve staff's recommendation to rebudget two CIP projects totaling \$5.2 million, which are part of the larger Public Safety System project, from 2012/13 to 2013/14 (see page 2 of this staff report).

Recommended Actions:

1. Conduct a Public Hearing.
2. Adopt the submitted 2013/14 Proposed Budget.
3. Approve and authorize the temporary transfer from the following funds totaling \$41.0 million to Fund 121 (General Fund) to cover a projected cash flow timing deficit for 2013/14:
  - a) \$2.5 million from Fund 122 (Facilities Maintenance and Improvement Fund)
  - b) \$8.5 million from Fund 123 (Facilities Replacement Fund)

- c) \$8.0 million from Fund 124 (Communications/Information Systems Replacement Fund)
  - d) \$22.0 million from Fund 133 (Vehicle Replacement Fund)
4. Approve and authorize the repayment of \$41.0 million in borrowed funds from Fund 121 to Funds 122, 123, 124 and 133 along with interest, when General Fund revenues become available.
  5. Authorize an additional 2012/13 mid-year budget adjustment to decrease appropriations in Fund 124 by \$5,231,152.
  6. Direct staff to delete the non-safety position of WEFIT Program Coordinator.

Background:

Presented herein is the 2013/14 Draft Proposed Budget for your consideration. We are very pleased to report that this draft proposed General Fund budget is balanced for all five years of our forecast. It meets our policy reserve requirements and reflects our efforts to sustain emergency response services and avoid forced front line staffing reductions. However, it does not provide funding for all Capital Improvement Program (CIP) projects, as has been the case for some time, resulting in several proposed CIP projects remaining deferred. Nonetheless, for the first time in several years, we are able to include an operating transfer from the General Fund to the CIP funds to provide funding for essential CIP projects which should not be deferred.

***Proposed 2012/13 Additional Mid-Year Budget Adjustments***

Since the mid-year budget adjustment was approved by the Board in March, additional changes have become necessary as we have obtained new information on the actual timing of CIP projects. The proposed changes are as follows:

- Fund 124 – Communications & Information Systems Replacement Fund – Contracts for two projects, Incident Reporting Application Replacement project (\$2,465,801 expenditure decrease) and Planning & Development Automation – IFP (\$2,765,351 expenditure decrease), which are part of the larger Public Safety Systems project, will not be issued until 2013/14 due to continuing vendor negotiations.

***Deletion of Non-Safety WEFIT Program Coordinator***

The OCFA previously requested the addition of a non-safety WEFIT Program Coordinator position, to allow a non-safety employee to fill this position which had traditionally been filled by members of the safety ranks (represented by Local 3631). Since this position had traditionally been a safety position, an agreement was obtained with 3631 to allow a non-safety member to hold the position for a limited duration of time. With that limited duration now being completed, this non-safety position classification is no longer needed, and the prior agreement with 3631 calls for deletion of the position at this time.

***Interfund Borrowing***

Property taxes represent 64% of General Fund revenue and are received primarily in December and April; however, disbursements occur relatively evenly throughout the year which creates a cash flow deficit due to this timing difference.

OCFA is projecting a temporary cash flow shortfall in the General Fund. The shortfall is expected to occur from August through November 2013, with the maximum amount of shortfall projected to occur in November 2013, ranging from \$36.3 million to \$43.3 million. General Fund cash balances are projected to be replenished when property tax allocations are received at the end of November and in December.

When sufficient funds are subsequently received in the General Fund, these temporary borrowings or cash transfers are repaid to the fund from which they are borrowed, plus interest. Interest will be repaid in Fiscal Year 2013/14 based on the rate the funds would have earned in OCFA's Investment Portfolio. This temporary borrowing process between OCFA funds represents an efficient internal funding mechanism at no additional cost.

Impact to Cities/County:

Impact to Cash Contract Cities: The Proposed Budget results in a 1.44% increase in cash contract cities' base service charges. Total increases vary from city-to-city, based on annual catch-up payments for all cities except for Santa Ana, and the remaining impact of the service reduction in Stanton; therefore, total increases taking these factors into consideration range from 0.22% to 3.03% (for dollar impacts by city, see page 16 in the attached Budget Book).

Fiscal Impact:

See attached Proposed Budget

Staff Contacts for Further Information:

Lori Zeller, Assistant Chief, Business Services Department

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(714) 573-6020

Tricia Jakubiak, Treasurer

[triciajakubiak@ocfa.org](mailto:triciajakubiak@ocfa.org)

(714) 573-6301

Stephan Hamilton, Budget Manager

[stephanhamilton@ocfa.org](mailto:stephanhamilton@ocfa.org)

(714) 573-6302

Attachment:

2013/14 Proposed Budget



# ORANGE COUNTY FIRE AUTHORITY

**2013/14**

**PROPOSED BUDGET**

Board of Directors



**Business Services Department  
Treasury & Financial Planning  
May 23, 2013**

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### PROPOSED

### BUDGET

May 23, 2013

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# *Budget Summary*

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# Budget Overview

Presented herein is the 2013/14 draft proposed budget for your consideration. We are very pleased to report that this draft proposed General Fund budget is balanced for all five years of our forecast. It meets our policy reserve requirements and reflects our efforts to sustain emergency response services and avoid forced front line staffing reductions. However, it does not provide funding for all Capital Improvement Program (CIP) projects, as has been the case for some time, resulting in several proposed CIP projects remaining deferred. Nonetheless, for the first time in several years, we are able to include an operating transfer from the General Fund to the CIP funds to provide funding for essential CIP projects which should not be deferred.

Property taxes are OCFA's largest source of revenue and represent 64% of our General Fund revenue budget. The current version of our five-year forecast included in this budget document shows updated growth figures from the Rosenow Spevacek Group (RSG, OCFA's property tax consultant) for 2013/14 as well as the four outer years. With the growth estimates showing improvement over last year, we are showing a significantly improved financial picture over last year.

Our budget development process continues to include aggressive cost containment measures taken as part of our commitment to long-term financial stability while continuing to provide outstanding service to our member agencies and customers. These include:

- ***Hiring Freeze*** – A hiring freeze remains in place for positions that do not provide front line service to the public. Each position that becomes vacant is reviewed by Executive Management to determine our ability to reassign and/or reduce workload, enabling us to absorb the vacancy, or whether it will be necessary to fill the position. This budget includes 103 frozen positions.
- ***Services and Supplies*** – All sections were requested to hold their services and supplies (S&S) budget flat. Any requests for increases added to the base budget were reviewed on a case-by-case basis considering the criticality of the need and the risks/consequences of not approving the request.
- ***Prioritization of Five-Year Capital Improvement Plan*** – The five-year CIP was updated and has been reviewed by Executive Management as well as the CIP Ad Hoc Committee of the Board. The Ad Hoc Committee and the Executive Management team scrutinized all projects to ensure they contribute to the OCFA's mission of providing a safe, hazard-free work environment and quality service to our members and citizens. Some projects were found to be essential, yet the timing was viewed as relatively flexible, therefore they were deferred until additional funding becomes available. A list of these projects has been provided on page 36.

**ORANGE COUNTY FIRE AUTHORITY**  
**2013/14 General Fund Draft Proposed Budget Highlights**  
**May 2013**

*NOTE: Comparison is based on the "Baseline" version of the General Fund Revenue/Expenditure Summary*

***Revenue***  
***\$8.4 million or a 2.95% increase***

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**Property Taxes** **\$5.8M increase**

- Based on 2.99% current secured growth per final RSG study, excluding public utility taxes
- The refund factor is estimated at 1% based on historical trends

**Community Redevelopment Agency (CRA) Pass-Thru** **\$1.3M increase**

- The increase is based on projections from RSG

**Cash Contract Charges** **\$1.2M increase**

- Based on an estimated 1.44% increase to cash contract cities' base service charges, plus the annual increases for catch-up payments, for total increases ranging from 0.22% - 3.03%
- The City of Stanton's increase of 0.22% reflects a reduction in staffing due to a change in service configuration that was approved mid-year in 2012/13
- JWA shows a decrease of 8.42% due to a reduced staffing level from seven to six ARFF personnel

**Fire Prevention Fees** **\$265K increase**

- Based on 2012 Fire Prevention Fee Study
- Reflects the transfer of the HMS Disclosure and CalARP fee programs to the Orange County Health Care Agency (HCA) effective July 1, 2013

**Expenditures**  
**\$4.1million or a 1.43% increase**

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**Salaries** **\$59K increase**

- *There are no cost of living adjustments scheduled for any employee group*
- Includes adjustments related to the staffing configuration changes for the City of Stanton and John Wayne Airport
- Includes reductions related to the transfer of the Hazardous Materials Disclosure and CalARP programs to the County Health Care Agency effective July 1, 2013

**Retirement** **\$452K decrease**

- 2013/14 rates are OCERS' final adopted rates with modification to safety employer rates as noted below
- Reflects cost-offset from ongoing employee retirement contributions
- Final 2013/14 safety retirement rates from OCERS reflected a decrease compared to 2012/13, due to the allocation of the OCFA's prior UAAL across a larger payroll base (due to the increased personnel from Santa Ana). However, staff recommends continued use of the 2012/13 safety retirement rate during 2013/14. This action will lessen the impact of the anticipated rate increase that will become effective in 2014/15 due to the reduction of OCERS' assumed rate of return
- Retirement rates based on the Public Employees' Pension Reform Act (PEPRA) are used for vacant positions

**Benefits** **\$4.5M increase**

- Workers' Comp is budgeted based on the 50% confidence level provided by the actuarial study completed in February 2013. The intent is to increase this budget to the 60% confidence level as required by prior Board direction and policy, in 2014/15
- CalPERS group medical insurance rates for non-firefighter unit staff estimated to increase 10%
- Firefighter group medical insurance per employee per month, according to the Firefighter health Agreement, increases from \$1,466 to \$1,598 in January 2014
- Management dental and vision insurance reflects an increase of 5%

**Services and Supplies/Equipment** **\$28K decrease**

- Reflects budget reductions related to the transfer of the HMS Disclosure and CalARP programs to the Orange County Health Care Agency (HCA) effective July 1, 2013
- Reflects the addition of supplemental budget requests primarily for increased costs for IT software licensing and maintenance, plan review services which are reimbursed by Santa Ana, and the land lease for the hangar at Fullerton Airport

**ORANGE COUNTY FIRE AUTHORITY**  
**2013/14 Pending Issues**  
**May 2013**

**Deployment Study**

- Completion of the deployment study that is currently under way is not anticipated until December 2013, therefore no estimates for potential impacts are included in this budget

**CAL FIRE Contract**

- Gray Book for 2013/14 will not be received until March 2014

**John Wayne Airport (JWA) Contract**

- The contract extension for John Wayne Airport does not expire until 2017, however JWA is currently moving forward with a request for proposal process to evaluate other service options. We have budgeted for a full year of service, pending additional action.

**US&R Grants**

- No estimate has been included for the new grant nor unspent funds of the current grant



**ORANGE COUNTY FIRE AUTHORITY  
COMBINED BUDGET SUMMARY  
2013/14**

	121 General Fund	122 Facilities Maintenance & Improvement	123 Facilities Replacement
<b>FUNDING SOURCES</b>			
Property Taxes	\$186,998,721		
Intergovernmental	11,443,286		
Charges for Current Services	94,325,831	216,178	
Use of Money & Property	221,379	10,238	50,111
Other	832,000		4,056,050
Total Revenue & Other Financing Sources	293,821,217	226,416	4,106,161
Operating Transfer In	-	1,078,745	-
Beginning Fund Balance	48,092,190	2,292,417	14,021,716
<b>TOTAL AVAILABLE RESOURCES</b>	<b>\$341,913,407</b>	<b>\$3,597,578</b>	<b>\$18,127,877</b>
<b>EXPENDITURES</b>			
Salaries & Employee Benefits	\$266,528,679		
Services & Supplies	22,431,181	1,247,614	
Capital Outlay			5,250,000
Debt Service			
Total Expenditures & Other Uses	288,959,860	1,247,614	5,250,000
Appropriation for Contingencies	3,000,000	-	-
Operating Transfer Out	4,497,847	-	-
Ending Fund Balance	45,455,700	2,349,964	12,877,877
<b>TOTAL FUND COMMITMENTS &amp; FUND BALANCE</b>	<b>\$341,913,407</b>	<b>\$3,597,578</b>	<b>\$18,127,877</b>

<b>124 Comm &amp; Info Systems Replacement</b>	<b>133 Vehicle Replacement</b>	<b>171 SFF Entitlement</b>	<b>190 Self- Insurance</b>	<b>Total</b>
				\$186,998,721
920,000				12,363,286
	1,355,244			95,897,253
50,445	119,439	296	255,764	707,672
	643,106		12,763,412	18,294,568
970,445	2,117,789	296	13,019,176	314,261,500
2,234,129	1,184,973	-	-	4,497,847
14,296,426	24,942,643	69,938	49,843,090	153,558,420
<b>\$17,501,000</b>	<b>\$28,245,405</b>	<b>\$70,234</b>	<b>\$62,862,266</b>	<b>\$472,317,767</b>
				\$266,528,679
1,539,065	86,958		9,856,181	35,160,999
9,143,152	5,158,711			19,551,863
	2,531,723			2,531,723
10,682,217	7,777,392	-	9,856,181	323,773,264
-	-	-	-	3,000,000
-	-	-	-	4,497,847
6,818,783	20,468,013	70,234	53,006,085	141,046,656
<b>\$17,501,000</b>	<b>\$28,245,405</b>	<b>\$70,234</b>	<b>\$62,862,266</b>	<b>\$472,317,767</b>



**ORANGE COUNTY FIRE AUTHORITY**  
**SCHEDULE OF FUND BALANCE**  
**2013/14**

	<b>General Operating Fund 121</b>	<b>Facilities Maint &amp; Improv Fund 122</b>	<b>Facilities Replacement Fund 123</b>
Projected Fund Balance 6/30/14	\$45,455,700	\$2,349,964	\$12,877,877
Stn 18 CDF Contribution			533,232
SFF - Irvine			
SFF - Laguna Niguel			
SFF - Villa Park			
SFF Fund GASB 31 Interest (b)			
Capital Improvement Programs		2,349,964	12,344,645
Fire Prevention Fee Funded Capital Needs			
Workers Comp			
General Fund Operating (a)	25,893,736		
Cash Flow Needs	18,626,094		
Fire Prevention (HMD)	935,870		
<b>Total</b>	<b>\$45,455,700</b>	<b>\$2,349,964</b>	<b>\$12,877,877</b>

(a) Reflects \$3 million reduction for Appropriation for Contingencies  
(b) GASB 31 interest is a paper transaction only that is not available for use

<b>Comm &amp; Info Sys Repl Fund 124</b>	<b>Vehicle Replacement Fund 133</b>	<b>SFF Entitlement Fund 171</b>	<b>Self Insurance Fund 190</b>	<b>Total</b>
\$6,818,783	\$20,468,013	\$70,234	\$53,006,085	\$141,046,656
				533,232
		59,799		59,799
		17		17
		85		85
		10,333		10,333
6,818,783	19,581,938			41,095,330
	886,075			886,075
			53,006,085	53,006,085
				25,893,736
				18,626,094
				935,870
<b>\$6,818,783</b>	<b>\$20,468,013</b>	<b>\$70,234</b>	<b>\$53,006,085</b>	<b>\$141,046,656</b>

**ORANGE COUNTY FIRE AUTHORITY**  
**FUND 121 - GENERAL FUND**  
**REVENUE AND EXPENDITURE SUMMARY**  
**2013/14 BUDGET**

	2012/13 Approved Budget	2013/14 Draft Proposed Budget	\$ Change fr 2012/13 Budget	% Change fr 2012/13 Budget
<b>FUNDING SOURCES</b>				
Property Taxes	\$181,204,709	\$186,998,721	\$5,794,012	3.20%
Intergovernmental	27,088,491	11,443,286	(15,645,205)	-57.76%
Charges for Current Services	92,831,219	94,325,831	1,494,612	1.61%
Use of Money & Property	188,658	221,379	32,721	17.34%
Other	4,623,391	832,000	(3,791,391)	-82.00%
Total Revenues & Other Financing Sources	305,936,468	293,821,217	(12,115,251)	-3.96%
Operating Transfer In	-	-	-	-
Beginning Fund Balance	48,574,096	48,092,190	(481,906)	-0.99%
<b>TOTAL AVAILABLE RESOURCES</b>	<b>\$354,510,564</b>	<b>\$341,913,407</b>	<b>(\$12,597,157)</b>	<b>-3.55%</b>
<b>EXPENDITURES</b>				
Salaries & Employee Benefits	\$266,198,050	\$266,528,679	\$330,629	0.12%
Services & Supplies	24,514,308	22,431,181	(2,083,127)	-8.50%
Capital Outlay	80,000	-	(80,000)	-100.00%
Total Expenditures & Other Uses	290,792,358	288,959,860	(1,832,498)	-0.63%
Operating Transfer Out	15,626,016	4,497,847	(11,128,169)	-71.22%
Appropriation for Contingencies (1)	3,000,000	3,000,000	-	0.00%
Ending Fund Balance	45,092,190	45,455,700	363,510	0.81%
<b>TOTAL FUND COMMITMENTS &amp; FUND BALANCE</b>	<b>\$354,510,564</b>	<b>\$341,913,407</b>	<b>(\$12,597,157)</b>	<b>-3.55%</b>

(1) Requires Board approval to spend

**ORANGE COUNTY FIRE AU**  
**FUND 121 - GENERAL FUND**  
**REVENUE AND EXPENDITURE SUMMARY BASELINE COMPARISON**  
**2013/14 BUDGET**

*Purpose: Both years include extraordinary, one-time and grant-funded activities. For this schedule, these activities were removed to give a better baseline comparison.*

	2012/13 Approved Budget	2013/14 Draft Proposed Budget	\$ Change fr 2012/13 Budget	% Change fr 2012/13 Budget
<b>FUNDING SOURCES</b>				
Property Taxes	\$181,204,709	\$186,998,721	\$5,794,012	3.20%
Intergovernmental	10,183,005	11,443,286	1,260,281	12.38%
Charges for Current Services	92,831,219	94,325,831	1,494,612	1.61%
Use of Money & Property	188,658	221,379	32,721	17.34%
Other	1,002,819	832,000	(170,819)	-17.03%
Subtotal Revenue	285,410,410	293,821,217	8,410,807	2.95%
Extraordinary/Grant Revenue	20,526,058	-	(20,526,058)	-100.00%
Total Revenue	305,936,468	293,821,217	(12,115,251)	-3.96%
Operating Transfer In	-	-	-	-
Beginning Fund Balance	48,574,096	48,092,190	(481,906)	-0.99%
<b>TOTAL AVAILABLE RESOURCES</b>	<b>\$354,510,564</b>	<b>\$341,913,407</b>	<b>(\$12,597,157)</b>	<b>-3.55%</b>
<b>EXPENDITURES</b>				
Salaries & Employee Benefits	\$262,439,728	\$266,528,679	\$4,088,951	1.56%
Services & Supplies	22,266,244	22,238,415	(27,829)	-0.12%
Capital Outlay	-	-	-	n/a
Subtotal Expenditures	284,705,972	288,767,094	4,061,122	1.43%
Extraordinary/Grant Expenditures	6,086,386	192,766	(5,893,620)	-96.83%
Total Expenditures	290,792,358	288,959,860	(1,832,498)	-0.63%
Operating Transfer Out	15,626,016	4,497,847	(11,128,169)	-71.22%
Appropriation for Contingencies (1)	3,000,000	3,000,000	-	0.00%
Ending Fund Balance	45,092,190	45,455,700	363,510	0.81%
<b>TOTAL FUND COMMITMENTS &amp; FUND BALANCE</b>	<b>\$354,510,564</b>	<b>\$341,913,407</b>	<b>(\$12,597,157)</b>	<b>-3.55%</b>

(1) Requires Board approval to spend

**ORANGE COUNTY FIRE AUTHORITY**  
**2013/14 Revenue Assumptions**  
**May 2013**

*Property Taxes*

**Current Secured**

- Based on growth in current secured property of 2.99% for 2013/14 per RSG's final study
- Based on 2012/13 tax ledger and estimated 1.00% refund factor
- Public utility taxes are based on 2012/13 projections

**Current Unsecured**

- Based on 0% growth factor as provided by RSG
- Based on 2012/13 tax ledger and estimated 7.77% refund factor

**Supplemental**

- Based on the 2012/13 projection

**Homeowner Property Tax Relief**

- Homeowner property tax relief based on 2012/13 revenue and a 1.5% reduction for 2013/14, which reflects historical trends

*Intergovernmental*

**State Responsibility Area (SRA) – Wildlands CAL FIRE Contract**

- Based on the 2012/13 contract amount per the Gray Book (CAL FIRE's notice of allocation to the contract counties)

**Assistance by Hire – State**

- Estimates based on historical trends, excluding extraordinary activity

**Assistance by Hire – Federal**

- Estimates based on historical trends, excluding extraordinary activity

**Community Redevelopment Agency (CRA) Pass-thru**

- Based on 2013/14 projections from RSG
- The projections reflect additional revenue due to the elimination of the Redevelopment Agencies, but exclude the \$10.6 million in one-time revenue received in 2012/13 related to the state audit of Low-to-Moderate Income Housing Funds and Non-Housing Funds

## *Charges for Current Services*

### **Cash Contract Cities**

- Based on estimated budget increases of 1.44% in 2013/14
- Based on the 20-year JPA agreement which includes the shortfall amortization
- San Clemente includes ambulance service costs based on the 2012/13 projection

### **John Wayne Airport Contract**

- Based on the 2013/14 estimated charge, which includes a staffing reduction to six personnel from seven personnel daily as approved November 2012, resulting in a 8.4% decrease compared to 2012/13

### **Hazardous Materials Section**

- Approved by the Board in February 2013, the HMS Disclosure and the CalARP fee programs will be transferred to the Orange County Health Care Agency (HCA) effective July 1, 2013

### **Fire Prevention Fees**

- Fee increases based on 2012 Fire Prevention Fee Study

### **Advance Life Support (ALS) Transport and Supplies Reimbursements**

- Based on 2012/13 budget

## *Use of Money and Property*

### **Interest**

- Assumes interest rate of 0.50%

## *Other Revenue*

### **Miscellaneous Revenue**

- No contributions from the Orange County Professional Firefighters Association (OCPFA) Medical Trust are anticipated

**ORANGE COUNTY FIRE AUTHORITY**  
**FUND 121 - GENERAL FUND**  
**REVENUE SUMMARY**  
**2013/14 BUDGET**

<b>DESCRIPTION</b>	<b>2012/13 Approved Budget</b>	<b>2013/14 Draft Proposed Budget</b>	<b>\$ Change fr 2012/13 Budget</b>	<b>% Change fr 2012/13 Budget</b>
PROPERTY TAXES	\$181,204,709	\$186,998,721	\$5,794,012	3.20%
INTERGOVERNMENTAL	27,088,491	11,443,286	(15,645,205)	-57.76%
CHARGES FOR CURRENT SVCS	92,831,219	94,325,831	1,494,612	1.61%
USE OF MONEY AND PROPERTY	188,658	221,379	32,721	17.34%
OTHER	4,623,391	832,000	(3,791,391)	-82.00%
<b>TOTAL REVENUE</b>	<b>\$305,936,468</b>	<b>\$293,821,217</b>	<b>(\$12,115,251)</b>	<b>-3.96%</b>

**ORANGE COUNTY FIRE AUTHORITY  
FUND 121 - GENERAL FUND**

**REVENUE DETAIL**

**2013/14 BUDGET**

<b>DESCRIPTION</b>	<b>2012/13 Approved Budget</b>	<b>2013/14 Draft Proposed Budget</b>	<b>\$ Change fr 2012/13 Budget</b>	<b>% Change fr 2012/13 Budget</b>
<b>TAXES</b>				
Property Taxes, Current Secured	\$171,130,237	\$176,732,774	\$5,602,537	3.27%
Property Taxes, Current Unsecured	6,527,253	6,740,215	212,962	3.26%
Property Taxes, Prior Unsecured	112,894	112,894	-	0.00%
Property Taxes, Supplemental	1,800,000	1,800,000	-	0.00%
Delinquent Supplemental	201,867	201,867	-	0.00%
Home-owner Property Tax	1,432,458	1,410,971	(21,487)	-1.50%
<b>TOTAL PROPERTY TAXES</b>	<b>181,204,709</b>	<b>186,998,721</b>	<b>\$5,794,012</b>	<b>3.20%</b>
<b>INTERGOVERNMENTAL</b>				
<b>State</b>				
SRA-Wild lands (CAL FIRE Contract)	3,983,788	3,983,788	-	0.00%
Assistance by Hire (State)	1,923,088	200,000	(1,723,088)	-89.60%
Helicopters' Billing - CAL FIRE	144,099	10,000	(134,099)	-93.06%
<b>SUB-TOTAL</b>	<b>6,050,975</b>	<b>4,193,788</b>	<b>(1,857,187)</b>	<b>-30.69%</b>
<b>Federal</b>				
Disaster Relief-Federal	55,018	-	(55,018)	-100.00%
USAR Reimbursements	1,320,298	-	(1,320,298)	-100.00%
Assistance by Hire (Federal)	489,364	100,000	(389,364)	-79.57%
Misc Federal Revenue	2,720,558	-	(2,720,558)	-100.00%
<b>SUB-TOTAL</b>	<b>4,585,238</b>	<b>100,000</b>	<b>(4,485,238)</b>	<b>-97.82%</b>
<b>CRA Pass-Through</b>				
Cypress-CRA Pass thru	522,792	591,899	69,107	13.22%
Irvine - CRA Pass thru	457,487	633,766	176,279	38.53%
La Palma - CRA Pass thru	145,976	262,948	116,972	80.13%
Lake Forest - CRA Pass thru	8,153	373,755	365,602	4484.26%
Mission Viejo Pass thru	887,596	889,407	1,811	0.20%
San Juan Caps - CRA Pass thru	921,128	751,837	(169,291)	-18.38%
County of Orange Pass-Through	1,130,457	1,521,239	390,782	34.57%
Yorba Linda - CRA Pass thru	1,815,436	2,124,647	309,211	17.03%
Buena Park - CRA Pass Thru	192	-	(192)	-100.00%
Misc. One-Time RDA revenue	10,563,061	-	(10,563,061)	-100.00%
<b>SUB-TOTAL</b>	<b>16,452,278</b>	<b>7,149,498</b>	<b>(9,302,780)</b>	<b>-56.54%</b>
<b>TOTAL INTERGOVERNMENTAL</b>	<b>27,088,491</b>	<b>11,443,286</b>	<b>(15,645,205)</b>	<b>-57.76%</b>



**ORANGE COUNTY FIRE AUTHORITY**

**FUND 121 - GENERAL FUND**

**REVENUE DETAIL**

**2013/14 BUDGET**

<b>DESCRIPTION</b>	<b>2012/13 Approved Budget</b>	<b>2013/14 Draft Proposed Budget</b>	<b>\$ Change fr 2012/13 Budget</b>	<b>% Change fr 2012/13 Budget</b>
<b>CHARGES FOR CURRENT SERVICES</b>				
<b>Cash Contracts</b>				
San Clemente-Ambulance S&EB	477,361	477,361	-	0.00%
San Clemente-Ambulance S&S	15,000	15,000	-	0.00%
Tustin	5,901,371	6,080,404	179,033	3.03%
Placentia	4,976,100	5,127,063	150,963	3.03%
Santa Ana	34,131,040	34,617,975	486,935	1.43%
Santa Ana S&EB Reimbursement	809,383	810,000	617	0.08%
Seal Beach	4,108,179	4,232,812	124,633	3.03%
Stanton	3,431,389	3,438,886	7,497	0.22%
JWA Contract	4,579,662	4,194,160	(385,502)	-8.42%
Buena Park	8,531,785	8,774,652	242,867	2.85%
San Clemente	6,743,836	6,911,619	167,783	2.49%
Westminster	9,045,937	9,300,304	254,367	2.81%
<b>SUB-TOTAL</b>	<b>82,751,043</b>	<b>83,980,236</b>	<b>1,229,193</b>	<b>1.49%</b>
<b>Hazardous Materials Section</b>				
HMS Disclosure Fee	-	-	-	n/a
HMS CalARP Fee	243,466	-	(243,466)	-100.00%
<b>SUB-TOTAL</b>	<b>243,466</b>	<b>-</b>	<b>(243,466)</b>	<b>-100.00%</b>
<b>Fire Prevention Fees</b>				
AR Late Payment Penalty	8,400	8,400	-	0.00%
Inspection Services Revenue	1,831,693	2,063,646	231,953	12.66%
P&D Fees	3,009,459	3,286,391	276,932	9.20%
False Alarm	250,000	250,000	-	0.00%
<b>SUB-TOTAL</b>	<b>5,099,552</b>	<b>5,608,437</b>	<b>508,885</b>	<b>9.98%</b>
<b>Other Charges for Services</b>				
Charge for Hand Crew Services	166,584	166,584	-	0.00%
<b>SUB-TOTAL</b>	<b>166,584</b>	<b>166,584</b>	<b>-</b>	<b>0.00%</b>
<b>Ambulance Reimbursements</b>				
Ambulance Supplies Reimbursement	1,030,920	1,030,920	-	0.00%
ALS Transport Reimbursement	3,539,654	3,539,654	-	0.00%
<b>SUB-TOTAL</b>	<b>4,570,574</b>	<b>4,570,574</b>	<b>-</b>	<b>0.00%</b>
<b>TOTAL CHGS FOR CURRENT SVCS</b>	<b>92,831,219</b>	<b>94,325,831</b>	<b>1,494,612</b>	<b>1.61%</b>

**ORANGE COUNTY FIRE AUTHORITY**  
**FUND 121 - GENERAL FUND**  
**REVENUE DETAIL**  
**2013/14 BUDGET**

<b>DESCRIPTION</b>	<b>2012/13 Approved Budget</b>	<b>2013/14 Draft Proposed Budget</b>	<b>\$ Change fr 2012/13 Budget</b>	<b>% Change fr 2012/13 Budget</b>
<b>USE OF MONEY AND PROPERTY</b>				
<b>Interest</b>				
Interest	188,658	221,379	32,721	17.34%
<b>TOTAL USE OF MONEY/PROPERTY</b>	<b>188,658</b>	<b>221,379</b>	<b>32,721</b>	<b>17.34%</b>
<b>REVENUE - OTHER</b>				
<b>Miscellaneous Revenue</b>				
Other Revenue	5,000	5,000	-	0.00%
Miscellaneous Revenue	3,770,412	46,500	(3,723,912)	-98.77%
Restitution	12,296	1,000	(11,296)	-91.87%
RFOTC Cell Tower Lease Agreement	14,375	50,000	35,625	247.83%
Witness Fees	4,500	4,500	-	0.00%
Joint Apprenticeship Comm (CFFJAC)	150,000	150,000	-	0.00%
Misc Revenue - Training & EMS	500,000	500,000	-	0.00%
Bankruptcy Loss Recovery	91,032	25,000	(66,032)	-72.54%
Insurance Settlements	25,776	-	(25,776)	-100.00%
Sales of Surplus	50,000	50,000	-	0.00%
<b>TOTAL OTHER REVENUE</b>	<b>4,623,391</b>	<b>832,000</b>	<b>(3,791,391)</b>	<b>-82.00%</b>
<b>TOTAL</b>	<b>\$305,936,468</b>	<b>\$293,821,217</b>	<b>(\$12,115,251)</b>	<b>-3.96%</b>

## DRAFT PROPOSED FY 2013/14 BUDGET

	PROJECTED 2012/13	PROPOSED 2013/14	PROJECTED 2014/15	PROJECTED 2015/16	PROJECTED 2016/17	PROJECTED 2017/18
<b>A. BEGINNING FUND BALANCE</b>	157,498,177	153,558,420	144,046,656	143,339,848	146,154,380	150,734,070
<b>GENERAL FUND REVENUES</b>						
Secured Property Tax	169,249,914	174,852,059	180,134,515	187,663,597	195,859,054	203,987,792
Public Utility Tax	1,880,323	1,880,715	1,880,715	1,880,715	1,880,715	1,880,715
Unsecured Property Tax	6,527,253	6,740,215	6,740,215	6,740,215	6,740,215	6,740,215
Homeowners Property Tax Relief	1,432,458	1,410,971	1,410,971	1,410,971	1,410,971	1,410,971
Supplemental/Delinquencies	2,114,761	2,114,761	2,114,761	2,114,761	2,114,761	2,114,761
Property Taxes	181,204,709	186,998,721	192,281,177	199,810,259	208,005,716	216,134,454
State Reimbursements	4,193,788	4,193,788	4,193,788	4,193,788	4,193,788	4,193,788
Federal Reimbursements	100,000	100,000	100,000	100,000	100,000	100,000
One-Time Grant/ABH/RDA	20,526,058					
Community Redevelopment Agency Pass-thru	5,889,217	7,149,498	7,326,880	7,511,172	7,706,470	8,248,676
Cash Contracts	82,751,043	83,980,236	87,823,469	90,256,811	92,693,341	94,731,917
Haz Mat Services	243,466	0	0	0	0	0
Fire Prevention Fee	5,099,552	5,608,437	5,776,690	5,949,991	6,128,491	6,312,345
Advanced Life Support Supplies & Transport Reimbursement	4,570,574	4,570,574	4,570,574	4,570,574	4,570,574	4,570,574
Interest Earnings	188,658	221,379	578,218	761,481	765,738	765,738
Other Revenue	1,169,403	998,584	829,499	829,499	829,499	829,499
<b>TOTAL REVENUES</b>	<b>305,936,468</b>	<b>293,821,217</b>	<b>303,480,295</b>	<b>313,983,574</b>	<b>324,993,617</b>	<b>335,886,991</b>
<b>GENERAL FUND EXPENDITURES</b>						
						Average Annual Change = 1.89%
New Positions for New Stations/Enhancements			1,091,834	2,201,862	2,231,538	4,489,004
Employee Salaries	166,978,601	167,037,200	166,158,581	166,158,581	166,158,581	166,158,581
Retirement	62,936,480	62,484,495	70,090,758	73,211,606	74,016,834	73,679,933
Workers' Comp Transfer out to Self-Ins. Fund	9,892,711	12,763,412	13,664,036	13,942,894	14,442,894	14,876,181
Other Insurance	20,495,682	22,040,779	23,643,213	25,802,706	28,170,234	30,761,896
Medicare	2,136,254	2,202,299	2,409,299	2,409,299	2,409,299	2,409,299
One-Time Grant/ABH Expenditures	3,758,322					
Salaries & Employee Benefits	266,198,050	266,528,679	277,057,722	283,726,948	287,429,381	292,374,894
Services & Supplies/Equipment	22,266,244	22,431,181	23,565,686	23,565,686	23,565,686	23,565,686
New Station/Enhancements S&S Impacts			50,653	104,345	107,475	221,399
One-Time Grant Expenditures	2,248,064					
Capital Outlay	80,000	0	0	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>290,792,358</b>	<b>288,959,860</b>	<b>300,674,060</b>	<b>307,396,979</b>	<b>310,995,067</b>	<b>316,161,979</b>
						Average Annual Change = 1.69%
<b>NET GENERAL FUND REVENUE</b>	<b>15,144,110</b>	<b>4,861,357</b>	<b>2,806,234</b>	<b>6,586,595</b>	<b>13,998,550</b>	<b>19,725,012</b>
<b>B. Incremental Increase in GF 10% Contingency</b>	<b>3,086,698</b>	<b>363,510</b>	<b>1,171,420</b>	<b>672,292</b>	<b>359,809</b>	<b>516,691</b>
<b>GENERAL FUND SURPLUS / (DEFICIT)</b>	<b>12,057,412</b>	<b>4,497,847</b>	<b>1,634,814</b>	<b>5,914,303</b>	<b>13,638,741</b>	<b>19,208,321</b>
<b>C. GF Surplus/Deficit = Operating Transfers to/from GF Cashflow</b>	<b>12,057,412</b>					
GF Surplus = Operating Transfers Out to CIP		4,497,847	1,634,814	5,914,303	13,638,741	19,208,321
<b>Capital Improvement Program/Other Fund Revenues</b>						
Interest Earnings	337,279	486,293	956,639	1,448,045	2,014,478	1,824,359
State/Federal Reimbursement	960,000	920,000				
Cash Contracts	1,611,404	1,571,422	1,665,900	1,707,777	1,750,910	1,795,337
Developer Contributions	40,560	4,699,156				
Workers' Comp Transfer in from GF	9,892,711	12,763,412	13,664,036	13,942,894	14,442,894	14,876,181
Miscellaneous	326,436					
Operating Transfers In	0	4,497,847	1,634,814	5,914,303	13,638,741	19,208,321
<b>Total CIP/Workers' Comp Revenues</b>	<b>13,168,390</b>	<b>24,938,130</b>	<b>17,921,389</b>	<b>23,013,019</b>	<b>31,847,023</b>	<b>37,704,198</b>
<b>Capital Improvement Program/Other Fund Expenses</b>						
Fund 122 - Facilities Maintenance & Improvements	1,246,449	1,247,614	1,274,498	1,302,122	1,330,505	1,359,669
Fund 123 - Facilities Replacement	2,270,763	5,250,000	0	0	0	0
Fund 124 - Communications & Info Systems Replace.	8,293,313	10,682,217	2,081,964	1,691,819	5,135,936	5,583,434
Fund 133 - Vehicle Replacement	9,565,449	7,777,392	6,120,661	7,109,038	9,851,434	5,914,201
<b>Sub-Total CIP Expenses</b>	<b>21,375,974</b>	<b>24,957,223</b>	<b>9,477,123</b>	<b>10,102,979</b>	<b>16,317,875</b>	<b>12,857,304</b>
Fund 171 - SFF Entitlement	1,307,048	0	70,234	0	0	0
Fund 190 - WC Self-Ins. (Cashflow Payments per Actuary)	9,569,235	9,856,181	10,252,260	10,767,801	11,309,266	11,877,959
<b>Total CIP/Other Expenses</b>	<b>32,252,257</b>	<b>34,813,404</b>	<b>19,799,617</b>	<b>20,870,780</b>	<b>27,627,141</b>	<b>24,735,263</b>
<b>D. CIP SURPLUS/(DEFICIT)</b>	<b>(19,083,867)</b>	<b>(9,875,274)</b>	<b>(1,878,228)</b>	<b>2,142,239</b>	<b>4,219,882</b>	<b>12,968,934</b>
<b>ENDING FUND BALANCE (A+B+C+D)</b>	<b>153,558,420</b>	<b>144,046,656</b>	<b>143,339,848</b>	<b>146,154,380</b>	<b>150,734,070</b>	<b>164,219,695</b>
<b>Fund Balances</b>						
Operating Contingency (10% of Expenditures)	28,530,226	28,893,736	30,067,406	30,739,698	31,099,507	31,616,198
General Fund Cashflow (OCERS Pre-Pay)	18,626,094	18,626,094	18,626,094	18,626,094	18,626,094	18,626,094
Fire Prevention - General fund	935,870	935,870	935,870	935,870	935,870	935,870
Donations & Developer Contributions	1,727,182	533,232	533,232	533,232	533,232	533,232
Fund 171 - Structural Fire Fund Entitlement	69,938	70,234	0	0	0	0
Capital Improvement Program	50,188,405	41,095,330	35,873,310	34,840,457	35,926,711	45,897,423
Fire Prevention Fee-Funded Capital Needs	3,637,615	886,075	886,075	886,075	886,075	886,075
Fund 190 - WC Self-Insurance	49,843,090	53,006,085	56,417,861	59,592,954	62,726,582	65,724,803
<b>Total Fund Balances</b>	<b>153,558,420</b>	<b>144,046,656</b>	<b>143,339,848</b>	<b>146,154,380</b>	<b>150,734,070</b>	<b>164,219,695</b>

# Forecast Assumptions – FY 2013/14 Budget

## Basic Assumptions:

The first year of the forecast is based on the 2012/13 adopted budget with all approved mid-year adjustments. The second year is based on the 2013/14 draft proposed budget. CIP expenditures for the final four years are based on the CIP Five-Year Plan included in the draft proposed budget.

## General Fund Revenues:

- **Secured Property Taxes** – RSG’s Final 2013 Report provides the growth factor for the five years in this forecast. The following data show these projections of current secured property tax growth:

2013/14	2.99%
2014/15	3.02%
2015/16	4.18%
2016/17	4.37%
2017/18	4.15%

- **Public Utility, Unsecured, Homeowners Property Tax Relief, Supplemental/Delinquent Taxes** – All of these categories of property taxes are expected to remain constant during the forecast period.
- **State & Federal Reimbursements** – Expected to remain constant through 2017/18.
- **Community Redevelopment Agency Pass-thru Revenue** – RSG recently completed an RDA Excess Revenue analysis of pass-thru, residual, and one-time revenues from the dissolution of the redevelopment agencies. The forecast figures come from that report.
- **Cash Contracts** –The forecast calculations are based on the First Amendment to the Amended Joint Powers Agreement and year-over-year changes vary between 2.0% and 3.8% with a 4.5% cap. In addition, this revenue category includes projected John Wayne Airport contract proceeds with a 4.0% annual increase cap, which is projected to continue through the forecast period. Finally, these forecasts have been adjusted for the staffing changes in Stanton and at the Airport approved by the Board.
- **Fire Prevention and Hazardous Materials Services Fees** – Fire Prevention fees are estimated to grow by 3% per year starting in 2013/14 based on anticipated activity and recently approved fee adjustments. The Haz Mat services fees are eliminated in 2013/14 as the HazMat and CalARP programs will be transferred to the County effective July 1, 2013.
- **ALS Supplies & Transport Reimbursements** – This revenue is estimated to remain flat.

- **Interest Earnings** – Assumes an annual return of 0.50% for 2013/14, 1.00% for 2014/15, 1.50% for 2015/16, and 2.00% for 2016/17 and 2017/18.
- **Other Revenue** – This revenue source includes various reimbursements for training and cost recovery from the Handcrew in 2013/14.

**General Fund Expenditures:**

- **Salaries & Employee Benefits** – S&EB is composed of the following factors:
  - ✓ **New Positions for New Stations** – Fire Station #56 in the Ortega Valley is anticipated to open on 1/1/15 and one of the new Rancho Mission Viejo stations is expected to open on 7/1/17.
  - ✓ **Employee Salaries** – 2013/14 salaries reflect the extended MOUs. The forecast does not contain estimated increases based on the new “Trigger Formula”, which is already effective for OCPFA and OCEA, and which becomes effective for COA and Exec. Mgmt. in 2013/14. In addition, salary increases are not projected for the years that follow expiration of current MOUs (i.e. 2015/16 through 2017/18).
  - ✓ **Retirement** – Retirement costs reflecting the projected employer retirement rates (shown below) are based on the 11/11/11 Segal report (Scenario #1 – years 2012/13 through 2014/15), the 2/8/13 Segal report (Scenario #2 – years 2015/16 through 2017/18) and adjusted for changes in employee contributions.

	<u>Safety</u>	<u>Non-Safety</u>	
2012/13	45.56%	27.99%	
2013/14	47.10%	31.70%	projected
2014/15	53.68%	35.57%	projected
2015/16	56.36%	37.34%	projected
2016/17	57.06%	37.74%	projected
2017/18	56.76%	37.64%	projected

- ✓ **Workers’ Compensation** – 2013/14 continues the “stair-step” up to the 60% confidence level for on-going Workers’ Compensation costs as set by the Board of Directors. The 60% confidence level will be achieved in 2014/15 and maintained thereafter.
- ✓ **Other Insurance** – Medical insurance rates for firefighters are assumed to grow annually by 9%. For staff members it is projected to grow by 10% annually for the last three years. This category also includes \$40,000 for unemployment insurance.
- ✓ **Medicare** – Annual amounts are based on salaries.
- **Services & Supplies** – S&S is held flat unless a new fire station is built or specific increases have been identified by section managers.

**Net General Fund Revenue:**

This figure equals the General Fund Revenue minus the General Fund Expenditures.

**Incremental Increase in General Fund 10% Contingency:**

This is the amount needed to add to the General Fund 10% Contingency each year to maintain this category of fund balance at the required policy level of 10% of General Fund expenditures (less one-time grant expenditures).

**General Fund Surplus/(Deficit):**

This figure is equal to the Net General Fund Revenue less the incremental increase in the General Fund 10% Contingency. In years when there is a surplus, the amount is transferred to the General Fund Cash Flow (OCERS Pre-Pay) or to the CIP funds. In years when there is a deficit, the deficit amount must be drawn from the Cash Flow, then the 10% Contingency, and once those are exhausted, from fund balance for CIP.

**Capital Improvement Program/Other Funds Revenue:**

- *Interest Earnings* – Assumes an annual return of 0.50% for 2013/14, 1.00% for 2014/15, 1.50% for 2015/16, and 2.00% for 2016/17 and 2017/18.
- *State/Federal Reimbursement* – After the \$920,000 ECC 911 telephone system upgrade project reimbursement is received in 2013/14 we anticipate no further reimbursements.
- *Cash Contracts* –The forecast calculations are based on the First Amendment to the Amended Joint Powers Agreement.
- *Developer Contributions* – In 2013/14 Fire Station #56 construction and apparatus will be funded by the developer.
- *Workers' Compensation Transfer* – These amounts equal the General Fund Workers' Compensation budget.
- *Operating Transfer In* – This figure equals the Operating Transfer Out from the General Fund.

**Capital Improvement Program/Other Funds Expenditures:**

Expenditures for each CIP fund are based on the CIP Budget.

- *Structural Fire Fund Entitlement Fund (Fund 171)* – Remaining funds will be expended through the forecast period.
- *Self-Insurance Fund (Fund 190)* – 2013/14 through 2015/16 are based on the Rivelle Consulting Services projected payments. 2016/17 and 2017/18 assume the same average year-over-year increase included in the January 2013 Rivelle study.

**Fund Balances:**

- *Operating Contingency* – Reflects policy of 10% of the General Fund expenditures each year (less one-time grant expenditures). General Fund deficits are deducted from this category of fund

balance once the Cash Flow fund balance is exhausted. The contingency also includes the \$3 million identified as “Appropriation for Contingencies”.

- **Cash Flow** – \$18.6 million identified as General Fund Cash Flow fund balance for 2012/13, reduced by any General Fund deficits.

**Assigned Fund Balances**

- **Self-Insurance Fund (Fund 190)** – Funding is set aside for Workers’ Compensation claims. The amount is based on the prior year Workers’ Compensation fund balance adjusted annually by the difference between the Workers’ Compensation Transfer and the Fund 190 expenditures.
- **Capital Improvement Program** – This fund balance includes funding for future capital replacements and is reduced annually by the cost of capital assets and increased in years when there are Operating Transfers into the CIP.

ORANGE COUNTY FIRE AUTHORITY  
**CHART OF AUTHORIZED POSITIONS**  
2009 - 2014

Class	Positions Authorized 2009/10 Budget	Positions Authorized 2010/11 Budget	Positions Authorized 2011/12 Budget	Positions Authorized 2012/13 Budget	Positions Authorized 2013/14 Budget
<b>FIREFIGHTER UNIT</b>					
Fire Apparatus Engineer	214	214	250	250	250
Fire Captain	230	230	269	269	269
Fire Pilot	3	3	3	3	3
Lead Fire Pilot	0	0	0	1	1
Firefighter	391	391	463	463	463
Hand Crew Firefighter	22	22	22	22	22
Heavy Fire Equipment Operator	3	3	3	3	3
UNIT TOTAL:	863	863	1010	1011	1011
<b>FIRE MANAGEMENT UNIT</b>					
Fire Battalion Chief	34	34	37	37	37
Fire Battalion Chief (Limited Term)	1	1	1	1	1
Fire Division Chief	6	6	7	7	7
UNIT TOTAL:	41	41	45	45	45
<b>GENERAL UNIT</b>					
Accountant	7	7	7	7	7
Administrative Assistant	18	18	19	19	19
Assistant Fire Apparatus Technician	2	2	2	2	2
Assistant Purchasing Agent	1	1	1	1	1
Business Analyst	1	1	1	1	1
Buyer	0	0	0	1	1
Communications Installer	1	1	1	1	1
Communications Technician	1	1	1	1	1
Emergency Transportation Technician	6	6	6	6	6
EMS Nurse Educator	5	5	6	6	6
Essential Facilities Inspector (Limited Term)	1	0	0	0	0
Executive Assistant	2	2	2	2	2
Facilities Maintenance Coordinator	2	2	2	2	2
Fire Apparatus Parts Specialist	1	1	1	1	1
Fire Apparatus Technician	4	4	4	4	4
Fire Communications Dispatcher	22	22	22	22	22
Fire Communications Dispatcher (Part-time)	0	0	3	3	3
Fire Comm. Relations/Education Specialist	4	4	4	4	4
Fire Equipment Technician	8	8	8	8	8
Fire Helicopter Technician	1	1	1	1	1
Fire Prevention Analyst	11	11	12	12	12
Fire Prevention Services Specialist	3	3	3	3	3
Fire Prevention Specialist	11	11	12	12	12
Fire Safety Engineer	2	2	2	2	2
Fire Training Program Specialist	1	1	1	0	0
GIS Specialist	3	3	3	3	3
Human Resources Analyst	1	2	2	2	2



**ORANGE COUNTY FIRE AUTHORITY**  
**CHART OF AUTHORIZED POSITIONS**  
2009 - 2014

Class	Positions Authorized 2009/10 Budget	Positions Authorized 2010/11 Budget	Positions Authorized 2011/12 Budget	Positions Authorized 2012/13 Budget	Positions Authorized 2013/14 Budget
Information Technology Analyst	4	4	4	4	4
Information Tech. Help Desk Tech	1	1	1	1	1
Information Technology Specialist	1	1	1	1	1
Management Assistant	9	9	9	9	9
Multimedia Specialist	1	1	1	1	1
Multimedia Specialist (part-time)	0	0	0	0	1
Office Services Specialist	13	13	14	14	14
Project Specialist, Improvement	1	1	0	0	0
Public Relations Specialist	1	1	0	0	0
Risk Management Specialist	1	1	1	1	1
Senior Accounting Support Specialist	11	11	11	11	11
Senior Communications Technician	2	2	2	2	2
Senior Executive Assistant	1	1	0	0	0
Senior Fire Apparatus Technician	8	8	8	8	8
Senior Fire Equipment Technician	4	4	4	4	4
Senior Fire Prevention Specialist	13	13	15	15	15
Senior Human Resource Specialist	3	2	2	2	2
Senior Information Technology Analyst	3	3	3	3	3
Service Center Lead	1	1	1	1	1
Training Program Specialist	0	0	0	1	1
WEFIT Coordinator	0	0	0	1	0
<b>UNIT TOTAL:</b>	<b>197</b>	<b>196</b>	<b>203</b>	<b>205</b>	<b>205</b>
<b>SUPERVISORY MANAGEMENT UNIT</b>					
Accounting Support Supervisor	1	1	0	0	0
Assistant Fire Marshal	9	9	10	10	10
Fire Communications Supervisor	4	4	4	4	4
Fire Comm. Relations/Education Supervisor	1	1	1	1	1
Fleet Services Coordinator	1	1	1	1	1
Fleet Services Supervisor	2	2	2	2	2
Information Tech Supervisor	2	2	2	2	2
Multimedia Supervisor	1	1	1	1	0
Senior Fire Apparatus/Parts Specialist	1	1	1	1	1
Senior Fire Communications Supervisor	2	2	2	2	2
Senior Fire Helicopter Technician	1	1	1	1	1
Service Center Supervisor	1	1	1	1	1
Supervising Purchasing Agent	1	1	1	1	1
Wildland Fire Defense Planner	1	1	1	1	1
<b>UNIT TOTAL:</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>28</b>	<b>27</b>
<b>SUPPORTED EMPLOYMENT UNIT</b>					
Services Aide	4	4	4	4	4
<b>UNIT TOTAL:</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

**ORANGE COUNTY FIRE AUTHORITY**  
**CHART OF AUTHORIZED POSITIONS**  
2009 - 2014

Class	Positions Authorized 2009/10 Budget	Positions Authorized 2010/11 Budget	Positions Authorized 2011/12 Budget	Positions Authorized 2012/13 Budget	Positions Authorized 2013/14 Budget
<b>PERSONNEL &amp; SALARY RESOLUTION - PSR</b>					
Accounting Manager	2	2	2	2	2
Assistant Chief	4	4	4	4	4
Assistant Clerk of Authority	1	1	1	1	1
Assistant IT Manager-Customer Relations & Consulting	1	1	1	1	1
Assistant IT Manager-GIS & Data Mgmt.	1	1	1	1	1
Assistant IT Manager-Infrastructure & Workplace Supp.	1	1	1	1	1
Assistant IT Manager-Portfolio & Procurement Mgmt.	1	1	1	1	1
Assistant Treasurer	1	1	1	1	1
Benefit Services Manager	1	1	1	1	1
Clerk of the Authority	1	1	1	1	1
Construction Manager	1	1	1	1	1
Deputy Fire Chief	1	1	1	1	1
Deputy Fire Marshal	2	2	2	2	2
EMS Coordinator	1	1	1	1	1
Employee Relations Manager	0	0	0	1	1
Facilities Maintenance Manager	1	1	1	1	1
Finance Manager	1	1	1	1	1
Fire Chief	1	1	1	1	1
Fleet Services Manager	1	1	1	1	1
Human Resources Director	1	1	1	1	1
Information Technology Manager	1	1	1	1	1
Legislative Analyst	1	1	1	1	1
Management Analyst	4	4	4	4	4
Medical Director	1	1	1	1	1
Org & Dev Training Program Manager	1	1	1	1	1
Payroll/Accounts Payable Manager	1	1	1	1	1
Property Manager	1	1	1	1	1
Purchasing & Materials Manager	1	1	1	1	1
Risk Management Analyst	2	2	2	2	2
Risk Management Safety Officer	1	1	1	1	1
Risk Manager	1	1	1	1	1
Senior Accountant	6	6	6	6	6
Senior Human Resources Analyst	3	3	3	3	3
Treasurer	1	1	1	1	1
<b>UNIT TOTAL:</b>	<b>49</b>	<b>49</b>	<b>49</b>	<b>50</b>	<b>50</b>
<b>GRAND TOTAL</b>	<b>1,182</b>	<b>1,181</b>	<b>1,339</b>	<b>1,343</b>	<b>1,342</b>

## Capital Improvement Program (CIP) Ad Hoc Committee Recommendations

*The CIP Ad Hoc Committee met on April 10, 2013 to review the Draft Proposed 2013/14 – 2017/18 CIP Budget. They made the following formal recommendations:*

1. Continue to monitor the impacts from new development occurring around Fire Station 9 (Mission Viejo) and evaluate the feasibility of expediting construction of Replacement Fire Station 9, which is currently listed as a deferred CIP project.
2. Approve staff recommendation to rebudget the following projects from 2012/13 to 2013/14 in Fund 124 – Communications & Information Systems Replacement:
  - Incident Reporting Application Replacement - \$2,465,801
  - Planning & Development Automation – IFP - \$2,765,351

# City Managers' Budget and Finance Committee Recommendations

*The City Managers' Budget and Finance Committee (B&FC) met on April 15, 2013 to review the Draft Proposed 2013/14 Budget, including the CIP Budget. They made the following formal recommendations and requests for additional information:*

## **Formal Recommendations**

1. The City Managers' B&FC recommends that the OCFA B&FC and Board of Directors adopt the 2013/14 Budget, as submitted.
2. Look into ways of mitigating the budget impact of payouts for sick and vacation balances.

## **Additional Information Requested**

1. For medical insurance costs, provide the breakdown of employer vs. employee share, by labor group.
  - Firefighter Unit – A flat amount per employee (\$17,592 for 2013) is provided to the Orange County Professional Firefighters Association (OCPFA) according to a separate Firefighter Medical Trust Agreement. Following the close of each calendar year, the Trust fund balance is audited, with any excess fund balance returned to OCFA, as defined within the Trust Agreement. Excess fund balance returned to OCFA for 2011 totaled \$1,787,068. The OCPFA then administers the program with the following breakdown:
    - i. Employee Only – 100% covered
    - ii. Employee +1 – 78% or 82% OCPFA and 18% or 22% Employee, depending on plan chosen
    - iii. Employee + Family – 78% or 81% OCPFA and 19% or 22% Employee, depending on plan chosen
  - Chief Officers' Association – Each full-time employee shall receive 100% of the employee's premium or 75% of the total premium, whichever is greater. Any unpaid balance is the responsibility of the employee.
  - Orange County Employees' Association – Each full-time employee shall receive 100% of the employee's premium or 75% of the total premium, whichever is greater. Any unpaid balance is the responsibility of the employee.
  - Unrepresented Management – Each full-time employee receives an annual allotment (\$17,799 for 2013), increased each year by the average increase in all but the highest premium for the CalPERS health plans. Any unpaid balance is the responsibility of the employee.
2. What is the dollar value of vacation payouts for employees who are at the maximum vacation accrual limit?
  - The average for the last three calendar years is \$1,991,003
3. What is the amount of OCFA's Unfunded Actuarial Accrued Liability (UAAL) with OCERS?
  - As of the 2011 valuation by OCERS, the amount is \$365.5 million



*Capital Improvement  
Program Funds*

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# Capital Improvement Plan Overview

## Introduction

The Orange County Fire Authority's Capital Improvement Program (CIP) has been reviewed and updated through 2018 to coincide with the 2013/14 budget. The proposed 2013/14 CIP budget is \$24.96 million.

The proposed CIP budget for 2013/14 reflects a net increase of \$7.42 million compared to the prior five-year CIP budget to include \$1.28M for a TDA 100' Quint and an increase of \$450K for the construction costs to build Fire Station 56 in Ortega Valley. Projects which were rebudgeted from 2012/13 to 2013/14 include the 911 Telephone System Replacement, the Incident Reporting Application and the Integrated Fire Prevention (IFP) projects totaling \$6.15M. The Geographic Information Systems' (GIS) projects, Enterprise GIS (\$292K) and Geodatabase Development for Public Safety Systems (\$300K), have been moved to the General Fund and were deleted in Fund 124. Regional Interoperability Project (\$380K) is now closed and not included in the CIP.

## CIP Funds

The OCFA's five-year CIP is organized into four funds. A description of the four funds is located in each section. In the past, major funding sources for the CIP included operating transfers from the General Fund, interest, developer contributions, and contracts with member cities. Lease Purchase Financing Agreements have also provided cash flow funding for the CIP. Currently, projects are primarily funded through use of fund balances.

# CIP Highlights

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## Fund 122 – Facilities Maintenance & Improvement

### 2013/14 Budget Request - \$1.25M

- Includes \$978K for scheduled maintenance, repairs and replacements, and alterations and improvements to various stations
  - Includes \$270K for alterations and improvements to cash contract fire stations
- 

## Fund 123 – Facilities Replacement

### 2013/14 Budget Request - \$5.25M

- Includes \$5.25M for the construction of new Station 56 (Developer Funded)
- 

## Fund 124 – Communications & Information Systems Replacement

### 2013/14 Budget Request - \$10.68M

- Includes rebudgets from 2012/13 for the Incident Reporting Application Project (\$2.47M), the Integrated (IFP) Replacement Project (\$2.77M) and the 911 Telephone System Replacement Project (\$920K)
  - Includes various projects related to communications and workplace support such as MDC and Mobile Communications Management (\$2.0M), Microsoft Software Enterprise Agreement (\$230K) and PC/Laptop/Printer Replacements (\$200K)
  - Includes various projects related to communications and information technology infrastructure such as Wireless Network to Apparatus from Stations (\$327K) and Business Systems Server Replacement (\$200K)
- 

## Fund 133 – Vehicle Replacement

### 2013/14 Budget Request - \$7.78M

- Includes the purchase of three Type I engines (\$1.63M), one TDA 100' Quint (\$1.28M), six BC Command vehicles (\$510K), one ambulance (\$136K), five full-size, 4-door vehicles (\$253K) and one developer-funded Type I engine (\$643K)
  - Includes the purchase of nine support vehicles (\$359K)
  - Includes debt payments towards the lease-purchase financing agreement for the helicopters (\$2.53M)
  - Includes the purchase of helicopter components (\$344K)
-



**ORANGE COUNTY FIRE AUTHORITY  
 CAPITAL IMPROVEMENT PROGRAM  
 FIVE-YEAR PLAN SUMMARY 2013/14 - 2017/18**

<b>Fund</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>5-Year TOTAL</b>
<i>Fund 122</i> <b>Facilities Maintenance &amp; Improvement</b>	\$1,247,614	\$1,274,498	\$1,302,122	\$1,330,505	\$1,359,669	\$6,514,408
<i>Fund 123</i> <b>Facilities Replacement</b>	5,250,000	-	-	-	-	5,250,000
<i>Fund 124</i> <b>Communications &amp; Info. Systems Replacement</b>	10,682,217	2,081,964	1,691,819	5,135,936	5,583,434	25,175,370
<i>Fund 133</i> <b>Vehicle Replacement</b>	7,777,392	6,120,661	7,109,038	9,851,434	5,914,201	36,772,726
<b>GRAND TOTAL</b>	<b>\$24,957,223</b>	<b>\$9,477,123</b>	<b>\$10,102,979</b>	<b>\$16,317,875</b>	<b>\$12,857,304</b>	<b>\$73,712,504</b>
Less: Non-discretionary lease installment payments	2,531,723	2,531,723	2,531,723	2,531,723	2,531,723	12,658,615
<b>TOTAL CIP PROJECTS</b>	<b>\$22,425,500</b>	<b>\$6,945,400</b>	<b>\$7,571,256</b>	<b>\$13,786,152</b>	<b>\$10,325,581</b>	<b>\$61,053,889</b>

**ORANGE COUNTY FIRE AUTHORITY  
CAPITAL IMPROVEMENT PROGRAM  
FIVE-YEAR PLAN PROJECT LISTING**

Item No.	Project Priority	Project	2012/13 Internal Use Only*
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**FACILITIES MAINTENANCE & IMPROVEMENT - FUND 122**

1	A	Repair and Replacement	\$274,245
2	A	Scheduled Maintenance, Renovation and Replacement	484,500
3	B	Alterations and Improvements - OCFA Fire Stations	192,704
4	B	Alterations and Improvements - Cash Contract Fire Stations	270,000
5	C	Fire Station 32 Detached Vehicle Storage Building	25,000
<i>Total - Fund 122</i>			<b>\$1,246,449</b>

**FACILITIES REPLACEMENT - FUND 123**

1	A	Station 56 (Ortega Valley) - New Station (Developer-funded)	
2	A	Station 41 (Fullerton Airport) - Hangar Purchase - Phase II	2,206,900
3	A	Station 17 (Cypress) - Replacement Station	63,863
3	C	Station 20 (Great Park)	
4	C	Station 67 (Rancho Mission Viejo)	
<i>Total - Fund 123</i>			<b>\$2,270,763</b>

**Project Priority: A=Essential; B=Important; C=Could Defer**

\* Includes proposed mid-year budget adjustments

Item No.	2013/14	2014/15	2015/16	2016/17	2017/18	5-Year TOTAL
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1	\$281,787	\$289,536	\$297,498	\$305,679	\$314,085	\$1,488,585
2	497,824	511,514	525,581	540,034	554,885	2,629,838
3	198,003	203,448	209,043	214,792	220,699	1,045,985
4	270,000	270,000	270,000	270,000	270,000	1,350,000
6						-
	<b>\$1,247,614</b>	<b>\$1,274,498</b>	<b>\$1,302,122</b>	<b>\$1,330,505</b>	<b>\$1,359,669</b>	<b>\$6,514,408</b>

1	\$5,250,000					\$5,250,000
2						-
3						-
3		Developer Build				-
4				Developer Build		-
	<b>\$5,250,000</b>	-	-	-	-	<b>\$5,250,000</b>

**ORANGE COUNTY FIRE AUTHORITY  
CAPITAL IMPROVEMENT PROGRAM  
FIVE-YEAR PLAN PROJECT LISTING**

Item No.	Project Priority	Project	2012/13 Internal Use Only*
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**COMMUNICATIONS & INFO. SYSTEMS REPLACEMENT - FUND 124**

1	A	800 MHz Radios	\$42,000
2	A	900 MHz Pagers, Fax Machines, Audiovisual & Small Equipment Replacement	45,000
3	A	Communications Installation/Vehicle Replacement	229,087
4	A	Fire Station Telephone/Alarm/Sound System Upgrades	90,000
5	A	Mobile Data Computer (MDC) System	143,260
6	A	VHF Radios	15,000
7	A	Business Systems Server Replacement	273,608
8	A	Centralized Data Storage, Backup, and Recovery	101,723
9	A	Network Upgrade, Server Consolidation, Security	25,000
10	A	Wireless Network to Apparatus from Stations	566,592
11	A	CAD System Planning/Design & Replacement	4,743,494
12	A	Incident Reporting Application Replacement	-
13	A	Planning & Development Automation-IFP Replacement - FP Fee-funded	-
14	A	Microsoft Software Enterprise Agreement	230,000
15	A	MDC and Mobile Data Network Infrastructure Upgrade	900,000
16	B	Digital Ortho Photography	
17	B	PC, Laptop, Printer Replacements	200,000
18	B	Intranet/Internet/Organizational Calendaring Development	94,047
19	B	GIS Equipment Replacement	
20	B	Base Station Radio Replacement	190,000
21	B	Audio Video Digital Media Archive	
22	B	911 Telephone System Replacement (cost recovered by 911 funds)	
23	B	800 MHz Countywide Coordinated Communications System Replacement	
24		Field Data Collection Devices	200,000
25		Internet/Sharepoint & Organizational Calendaring	114,811
26		Work Order and Inventory Management	89,691
		<b>Total - Fund 124</b>	<b>\$8,293,313</b>

**VEHICLE REPLACEMENT - FUND 133**

1	A	Lease Purchase Financing: Principal & Interest	\$2,531,723
2	A/B	Emergency Vehicles	6,856,768
3	A	Developer Funded Vehicles	
4	B	Support Vehicles	90,000
5	B	Extended Warranty/Maintenance Contracts for Cardiac Defibrillator/Monitor	86,958
6	B	Defibrillator Replacements	
7	B	Helicopter Components	
		<b>Total - Fund 133</b>	<b>\$9,565,449</b>

		<b>GRAND TOTAL - ALL CIP FUNDS</b>	<b>\$21,375,974</b>
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Project Priority: A=Essential; B=Important; C=Could Defer  
\* Includes proposed mid-year budget adjustments

Item No.	2013/14	2014/15	2015/16	2016/17	2017/18	5-Year TOTAL
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1	\$62,500	\$100,775	\$76,450	\$48,650	\$34,750	\$323,125
2	52,000	52,000	52,000	52,000	52,000	260,000
3	217,165	196,589	158,769	143,814	114,612	830,949
4	90,000	90,000	90,000	90,000	90,000	450,000
5	156,000	126,000	75,000	75,000	460,000	892,000
6	26,400	50,600	39,600	26,400	22,000	165,000
7	200,000	75,000	60,000	60,000	75,000	470,000
8	60,000	20,000	20,000	20,000	60,000	180,000
9	50,000	226,000	250,000	50,000	200,000	776,000
10	327,000					327,000
11	365,000	365,000				730,000
12	2,615,801	150,000	150,000			2,915,801
13	2,915,351	150,000	150,000			3,215,351
14	230,000	230,000	260,000	260,000	260,000	1,240,000
15	2,000,000					2,000,000
16	70,000			70,000		140,000
17	200,000	200,000	200,000	315,000	315,000	1,230,000
18	50,000	50,000	50,000	50,000	50,000	250,000
19	25,000			25,000		50,000
20			60,000			60,000
21	50,000					50,000
22	920,000					920,000
23				3,850,072	3,850,072	7,700,144
24						-
25						-
26						-
	<b>\$10,682,217</b>	<b>\$2,081,964</b>	<b>\$1,691,819</b>	<b>\$5,135,936</b>	<b>\$5,583,434</b>	<b>\$25,175,370</b>

1	\$2,531,723	\$2,531,723	\$2,531,723	\$2,531,723	\$2,531,723	\$12,658,615
2	3,812,619	2,770,259	4,243,792	3,311,627	3,065,924	17,204,221
3	643,106					643,106
4	358,986	579,783	152,372	66,084	66,554	1,223,779
5	86,958	83,896	57,151			228,005
6				3,835,000		3,835,000
7	344,000	155,000	124,000	107,000	250,000	980,000
	<b>\$7,777,392</b>	<b>\$6,120,661</b>	<b>\$7,109,038</b>	<b>\$9,851,434</b>	<b>\$5,914,201</b>	<b>\$36,772,726</b>

	<b>\$24,957,223</b>	<b>\$9,477,123</b>	<b>\$10,102,979</b>	<b>\$16,317,875</b>	<b>\$12,857,304</b>	<b>\$73,712,504</b>
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**ORANGE COUNTY FIRE AUTHORITY  
CAPITAL IMPROVEMENT PROGRAM  
PROJECTS DEFERRED**

Project	2013/14	2014/15	2015/16	2016/17	2017/18	5-Year TOTAL
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**FACILITIES REPLACEMENT - FUND 123**

FS18 (Trabuco Canyon) - Replc FS					\$5,250,000	\$5,250,000
FS9 (Mission Viejo) - Replc FS					5,250,000	5,250,000
FS25 (Midway City) - Replc FS					5,250,000	5,250,000
<b>Total - Fund 123</b>	-	-	-	-	<b>\$15,750,000</b>	<b>\$15,750,000</b>

**COMMUNICATIONS & INFO. SYSTEMS REPLACEMENT - FUND 124**

Enterprise Reporting & Business Intelligence		\$125,000	\$125,000			\$250,000
Document Management Project		150,000				150,000
Field Data Collection Devices		627,500				627,500
Virtual Operations Center (VOC)		500,000				500,000
<b>Total - Fund 124</b>	-	<b>\$1,402,500</b>	<b>\$125,000</b>	-	-	<b>\$1,527,500</b>

**VEHICLE REPLACEMENT - FUND 133**

Emergency Vehicles		\$1,637,674	\$42,460	\$751,454		\$2,431,588
Developer Funded Vehicles		1,322,673				1,322,673
Support Vehicles		686,525		86,218		772,743
<b>Total - Fund 133</b>	-	<b>\$3,646,872</b>	<b>\$42,460</b>	<b>\$837,672</b>	-	<b>\$4,527,004</b>
<b>GRAND TOTAL</b>	-	<b>\$5,049,372</b>	<b>\$167,460</b>	<b>\$837,672</b>	<b>\$15,750,000</b>	<b>\$21,804,504</b>

# Fund 122

## Facilities Maintenance & Improvement



This fund is a governmental fund used to account for financial activity associated with significant maintenance and improvement of facilities. This fund's primary sources of revenue are operating transfers from the Fire General Fund and \$15,000 per station contributions from cash contracts.

**Orange County Fire Authority  
List of Fire Stations**

<b>Station #</b>	<b>Station Name</b>	<b>Address</b>	<b>Location</b>
#2	Los Alamitos	3642 Green Ave.	Los Alamitos
#4	University	2 California Ave.	Irvine
#5	Laguna Niguel	23600 Pacific Island Dr.	Laguna Niguel
#6	Irvine	3180 Barranca Pkwy.	Irvine
#7	San Juan Capistrano	31865 Del Obispo	San Juan Capistrano
#8	Skyline	10631 Skyline Dr.	Santa Ana (Unincorp.)
#9	So. Mission Viejo	#9 Shops Blvd.	Mission Viejo
#10	Yorba Linda	18422 E. Lemon Dr.	Yorba Linda
#11	Emerald Bay	259 Emerald Bay	Laguna Beach (Unincorp.)
#13 *	La Palma	7822 Walker St.	La Palma
#14	Silverado	P.O. Box 12	Silverado (Unincorp.)
#15 **	Silverado (USFS)	27172 Silverado Canyon Rd.	Silverado (Unincorp.)
#16	Modjeska	28891 Modjeska Canyon Rd.	Silverado (Unincorp.)
#17	Tri-Cities	4991 Cerritos Ave.	Cypress
#18 ***	Trabuco	30942 Trabuco Canyon Rd.	Trabuco Canyon (Unincorp.)
#19	Lake Forest	23022 El Toro Rd.	Lake Forest
#20	Irvine	6933 Trabuco Rd.	Irvine
#21	Tustin	1241 Irvine Blvd.	Tustin
#22	Laguna Hills	24001 Paseo de Valencia	Laguna Woods
#23	Villa Park	5020 Santiago Canyon Rd.	Villa Park
#24	Mission Viejo	25862 Marguerite Pkwy.	Mission Viejo
#25	Midway City	8171 Bolsa Ave.	Midway City (Unincorp.)
#26	Valencia	4691 Walnut Ave.	Irvine
#27	Portola Springs	12400 Portola Springs Rd.	Irvine
#28	Irv. Industrial	17862 Gillette Ave.	Irvine
#29	Doheny	26111 Victoria Blvd.	Dana Point
#30	Niguel	23831 Stonehill Dr.	Dana Point
#31	No. Mission Viejo	22426 Olympiad Rd.	Mission Viejo
#32	East Yorba Linda	20990 Yorba Linda Blvd.	Yorba Linda
#33 ***	Airport Crash	374 Paularino	John Wayne Airport
#34 *	Placentia (Valencia)	1530 N. Valencia	Placentia
#35 *	Placentia (Bradford)	110 S. Bradford	Placentia
#36	Woodbridge	301 E. Yale Loop	Irvine
#37 *	Tustin	14901 Red Hill Ave.	Tustin
#38	Irvine	26 Parker	Irvine
#39	No. Laguna Niguel	24241 Avila Rd.	Laguna Niguel
#40	Coto de Caza	25082 Vista del Verde	Coto de Caza (Unincorp.)
#41 **	Fullerton Airport	3900 Artesia Ave.	Fullerton
#42	Portola Hills	19150 Ridgeline Rd.	Lake Forest
#43 *	Tustin Ranch	11490 Pioneer Way	Tustin
#44 *	Seal Beach	718 Central Ave.	Seal Beach
#45	Santa Margarita	30131 Aventura	Rancho Santa Margarita
#46 *	Stanton	7871 Pacific St.	Stanton
#47	Shady Canyon	47 Fossil	Irvine
#48 *	Seal Beach	3131 Beverly Manor Rd.	Seal Beach
#49	Bear Brand	31461 St. of the Golden Lantern	Laguna Niguel
#50 *	San Clemente	670 Camino de los Mares	San Clemente
#51	Irvine Spectrum	18 Cushing	Irvine
#53	Yorba Linda	25415 La Palma Ave.	Yorba Linda
#54	Foothill Ranch	19811 Pauling Ave.	Lake Forest
#55	Irvine	4955 Portola Parkway	Irvine
#57	Aliso Viejo	57 Journey	Aliso Viejo
#58	Ladera Ranch	58 Station Way	Ladera Ranch
#59 *	San Clemente	48 Avenida La Pata	San Clemente
#60 *	San Clemente	100 Avenida Presidio	San Clemente
#61 *	Buena Park	8081 Western Ave.	Buena Park
#62 *	Buena Park	7780 Artesia Blvd.	Buena Park
#63 *	Buena Park	9120 Holder St.	Buena Park
#64 *	Westminster #1	7351 Westminster Blvd.	Westminster
#65 *	Westminster #3	6061 Hefley St.	Westminster
#66 *	Westminster #2	15061 Moran St.	Westminster
#70*	Santa Ana	2310 N. Old Grand St.	Santa Ana
#71*	Santa Ana	1029 W. 17th St.	Santa Ana
#72*	Santa Ana	1688 E. 4th St.	Santa Ana
#73*	Santa Ana	419 S. Franklin St.	Santa Ana
#74*	Santa Ana	1427 S. Broadway St.	Santa Ana
#75*	Santa Ana	120 W. Walnut St.	Santa Ana
#76*	Santa Ana	950 W. MacArthur Ave.	Santa Ana
#77*	Santa Ana	2317 S. Greenville St.	Santa Ana
#78*	Santa Ana	501 N. Newhope St.	Santa Ana
#79*	Santa Ana	1320 E. Warner Ave.	Santa Ana

\* City-Owned Stations

\*\* Other Leased Stations

\*\*\* County-Owned



## Repair and Replacement

**Project Priority:** A

**Project Type:** Facilities Maintenance/Improvements

**Project Management:** Property Management

**Project Description:** Repair and replacement includes programmed repair/replacement of facilities systems/components and unanticipated, immediate repairs needed to maintain safe, operational fire stations and facilities. The budget amount includes an increase based on an average regional Consumer Price Index (CPI) projection of 2.75%.

Normal requirements include:

- Plumbing
- Apparatus doors
- Station furnishing and appliances
- HVAC/machinery
- Roof replacement and repair
- Structural inspection and repair
- Electrical systems repair
- Concrete and asphalt repair/replacement
- Building exteriors
- Grounds and landscape repair and maintenance
- Fire/life safety systems

**Project Status:** Programmed repair and replacement is ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Maintenance – Buildings & Improvements	\$281,787	\$289,536	\$297,498	\$305,679	\$314,085	\$1,488,585
<b>Total</b>	\$281,787	\$289,536	\$297,498	\$305,679	\$314,085	\$1,488,585

**Impact on Operating Budget:** Planned repair and replacement of systems minimizes facility systems failures and related costs.

## Scheduled Maintenance, Renovation and Replacement

**Project Priority:** A

**Project Type:** Facilities Maintenance/Improvements

**Project Management:** Property Management

**Project Description:** Scheduled maintenance provides scheduled, periodic inspection, service, and planned replacement of facilities systems including:

- HVAC/machinery
- Roof systems
- Plumbing systems
- Structural
- Fire/life safety systems
- Grounds and surfaces
- Apparatus doors
- Diesel exhaust extraction

Major system replacements/renovations include:

- Roof replacement
- Concrete and asphalt resurfacing
- Replacement of apparatus bay doors
- Interior/exterior painting
- Replace flooring
- Plumbing re-pipe
- Major electrical components/controls
- Interior renovation/upgrade

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Maintenance – Buildings & Improvements	\$497,824	\$511,514	\$525,581	\$540,034	\$554,885	\$2,629,838
<b>Total</b>	\$497,824	\$511,514	\$525,581	\$540,034	\$554,885	\$2,629,838

**Impact on Operating Budget:** Scheduled maintenance, renovation and replacement extends the service life of major systems, reduces failure and the cost of emergency repair and replacement.

## Alterations and Improvements-OCFA Fire Stations

**Project Priority:** B

**Project Type:** Facilities Maintenance/Improvements

**Project Management:** Property Management

**Project Description:** Maintenance may include service and repairs that were not anticipated or included in scheduled maintenance and repair with costs exceeding \$1,000. Alterations and improvements are permanent upgrades to structures, grounds and building systems, necessary to maintain the readiness and serviceability of the fire stations. Projects normally include:

- Structure replacement
- Surface replacement/addition
- Structure addition
- Machinery replacement
- Furniture replacement
- Space renovation/remodel
- Unique projects

**Project Status:** To maximize cost containment efforts, maintenance, alterations and improvements will be limited to projects determined vital for readiness.

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Maintenance – Buildings & Improvements	\$198,003	\$203,448	\$209,043	\$214,792	\$220,699	\$1,045,985
<b>Total</b>	\$198,003	\$203,448	\$209,043	\$214,792	\$220,699	\$1,045,985

**Impact on Operating Budget:** Alterations and improvements upgrade facilities to current standards; reduce failures, repairs and operating costs.

## Alterations and Improvements-Cash Contract Fire Stations

**Project Priority:** B

**Project Type:** Facilities Maintenance/Improvements

**Project Management:** Property Management

**Project Description:** Maintenance and repair requirements over \$1,000 are included in this budget. Alterations and improvements are permanent upgrades to structures, grounds and building systems necessary to maintain the readiness and serviceability of the fire stations. Under the OCFA's Amended Joint Powers Authority Agreement, cash contracts contribute up to \$15,000 per station for alterations and improvements to their stations.

**Project Status:** To maximize cost containment efforts, maintenance, alterations and improvements are limited to projects determined vital for readiness.

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Maintenance – Buildings & Improvements	\$270,000	\$270,000	\$270,000	\$270,000	\$270,000	\$1,350,000
<b>Total</b>	\$270,000	\$270,000	\$270,000	\$270,000	\$270,000	\$1,350,000

**Impact on Operating Budget:** Maintenance, alterations and improvements reduce failure, repairs, and operating costs and insure facilities meet OCFA standards.

# Fund 123

## Facilities Replacement



This fund is a governmental fund used for capital expenditure requirements such as replacing sub-standard fire stations, constructing new fire stations, and remodeling of fire stations. Significant funding sources include operating transfers from the Fire General Fund, and contributions or reimbursements from developers responsible for a share of new fire station development costs.

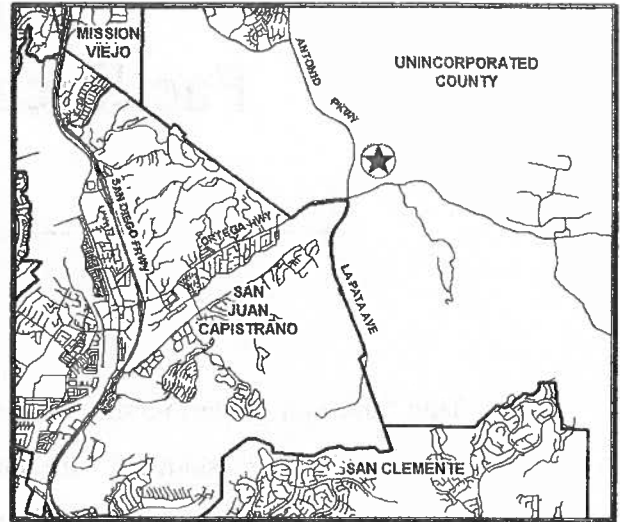
## Fire Station 56, Ortega Valley (Developer-Funded)

**Project Priority:** A

**Project Type:** New Fire Station Construction

**Project Management:** Property Management

**Project Description:** This project provides for the design and construction of new Fire Station 56 located in the Ortega Valley. The approximately 10,000 square foot station will have three apparatus bays and house up to two companies. This is the first time OCFA will employ the design-build public works project delivery method. The project combines previously separate design and construction functions and includes other associated costs including CEQA, geotechnical investigation and administrative fees.



**Project Status:** Planning and design are scheduled to begin in 2013/14

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Planning, Design & Construction	\$5,250,000					\$5,250,000
<b>Total</b>	\$5,250,000	-	-	-	-	\$5,250,000

**Impact on Operating Budget:** This project is new construction and will impact the operating budget for staffing, equipment, normal operations and maintenance costs at an estimated \$2.3 million per fiscal year beginning in January 2015.

# Fund 124

## Communications & Information Systems Replacement



This fund is a governmental fund used for the replacement of specialized fire communications equipment and information systems. Its primary funding sources are the operating transfers from the Fire General Fund and the use of fund balance.

## 800 MHz Radios

**Project Priority:** A

**Project Type:** Equipment Replacement

**Project Management:** IT – Communications & Workplace Support

**Project Description:** Radio replacement is required approximately every nine to eleven years due to wear and exposure factors. Generally new radios are installed in new apparatus, and the life of mobile radios corresponds to the life of the apparatus. Budgeted amounts may need to be adjusted in later years as the economy improves and replacement of apparatus increases.

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Special department expense	\$62,500	\$100,775	\$76,450	\$48,650	\$34,750	\$323,125
<b>Total</b>	<b>\$62,500</b>	<b>\$100,775</b>	<b>\$76,450</b>	<b>\$48,650</b>	<b>\$34,750</b>	<b>\$323,125</b>

**Impact on Operating Budget:** Ongoing replacement of radios will help control maintenance costs in the operating budget.



## 900 MHz Pagers, Fax Machines, Audiovisual & Small Equipment Replacement

**Project Priority:** A

**Project Type:** Equipment Replacement

**Project Management:** IT – Communications & Workplace Support

**Project Description:** The OCFA utilizes about 1,335 pagers, 80 FAX machines, 200 personal communication devices, vehicle intercom components, and several other related small equipment items. Replacement is required approximately every five years because of wear and exposure factors. The components in pagers break down over time and lose critical sensitivity capability needed for optimal performance. The OCFA reserve firefighter personnel use pagers as their primary alerting system for emergency incidents. Their responsibilities require that the pager be reliable 24 hours a day. The budget allows for the annual purchase of replacement pagers, FAX machines, and other small equipment at a cost of about \$200 each.

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Office Expense	\$52,000	\$52,000	\$52,000	\$52,000	\$52,000	\$260,000
<b>Total</b>	<b>\$52,000</b>	<b>\$52,000</b>	<b>\$52,000</b>	<b>\$52,000</b>	<b>\$52,000</b>	<b>\$260,000</b>

**Impact on Operating Budget:** The timely replacement of 900 MHz pagers, fax machines, and other small equipment may result in fewer maintenance expenditures in the operating budget.

## Communications Installation/Vehicle Replacement

**Project Priority:** A

**Project Type:** Equipment Replacement

**Project Management:** IT – Communications & Workplace Support

**Project Description:** This project provides funding for the installation of communication equipment including radios, mobile data computers, vehicle radio modems, cellular telephones, radio battery chargers, communications electrical systems and automatic vehicle location (AVL) devices in OCFA vehicles. The schedule and budget for this project parallels the Automotive Vehicle Replacement Plan, and mobile equipment replacement projects. Due to the number of vehicles scheduled for replacement annually, installation contractors are required to perform this work with direction and oversight by OCFA staff. New complex communications equipment including complex power management systems requires greater technical expertise for a high quality and functional installation.

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Professional Services	\$217,165	\$196,589	\$158,769	\$143,814	\$114,612	\$830,949
<b>Total</b>	<b>\$217,165</b>	<b>\$196,589</b>	<b>\$158,769</b>	<b>\$143,814</b>	<b>\$114,612</b>	<b>\$830,949</b>

**Impact on Operating Budget:** Repair costs are already included in the operating budget.

## Fire Station Telephone/Alarm/Sound System Upgrades

**Project Priority:** A

**Project Type:** Equipment Replacement

**Project Management:** IT – Communications & Workplace Support

**Project Description:** Acquisition and installation of new fire station alarm/sound systems and telephone systems are necessary as the equipment becomes old, out-dated, and parts are no longer obtainable. In addition, replacement equipment is more "user-friendly" and more efficient to maintain.

The cost of the systems range from \$10,000 to \$30,000 per station. Cost varies depending upon the station size. The life of these systems is between twelve and fifteen years.

The scope and approach to this ongoing project may change following finalization of the Public Safety System design, depending on needs and functionality of the new system.

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Equipment	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$450,000
<b>Total</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$450,000</b>

**Impact on Operating Budget:** The replacement of old equipment may help control maintenance costs included in the operating budget.

## Mobile Data Computer (MDC) System

**Project Priority:** A

**Project Type:** Equipment Replacement

**Project Management:** IT – Communications & Workplace Support

**Project Description:** The MDCs are used for the delivery of emergency messages, including initial dispatch of fire and paramedic services. The service life for the various MDC components is as follows: the central processing unit (CPU), four to six years; screen and keyboard, three to five years; Broadband Modem five to seven years. The total system cost including installation is \$8,500. The cost to replace the CPU, screen, keyboard and related software is about \$6,000.

This budget item reflects the cost to replace MDCs in Battalion 9 which will reach end of life in 2014 and 2015, and to support the addition of MDCs to be used for rotational stock during installation in new apparatus, and for service and maintenance as the current ones age and repair and trade out of devices is required. It also allows for the first year of a three-year phased replacement of existing MDCs as they reach end of life starting in 2017/18.

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Special department expense	\$156,000	\$126,000	\$75,000	\$75,000	\$460,000	\$892,000
<b>Total</b>	<b>\$156,000</b>	<b>\$126,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$460,000</b>	<b>\$892,000</b>

**Impact on Operating Budget:** Replacement of the MDCs may help control maintenance costs included in the operating budget.

# VHF Radios

**Project Priority:** A

**Project Type:** Equipment Replacement

**Project Management:** IT – Communications & Workplace Support

**Project Description:** This project is for the purchase and replacement of VHF mobile and portable radios. These radios are used for State and mutual aid communications with agencies not on the County 800 MHz radio system. Approximately 800 mobile and portable radios are installed fleet wide. Use of VHF radios ensures communication and enhances the safety of firefighters on automatic and mutual aid responses with the California Department of Forestry (CDF) and the United States Forest Service (USFS) in State and Federal responsibility areas as well as contracts with agencies outside Orange County. These radios have a useful life of nine years. Budgeted replacement costs are based on the useful life of the existing radio inventory.



**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Special department expense	\$26,400	\$50,600	\$39,600	\$26,400	\$22,000	\$165,000
<b>Total</b>	<b>\$26,400</b>	<b>\$50,600</b>	<b>\$39,600</b>	<b>\$26,400</b>	<b>\$22,000</b>	<b>\$165,000</b>

**Impact on Operating Budget:** The replacement of radios helps control maintenance costs included in the operating budget.

## Business Systems Server Replacement

**Project Priority:** A

**Project Type:** Equipment Replacement

**Project Management:** IT – IT/Communication Infrastructure

**Project Description:** This item is an annual, ongoing project to upgrade and/or replace old and out-dated computer servers, which run the business systems. The OCFA currently has 120 servers that support all of the business systems including: Exchange (E-mail), Orange County Fire Incident Reporting System (OCFIRS), Training Records System (TRS), Integrated Fire Prevention (IFP), Automatic Vehicle Location (AVL), Intranet, etc. The servers also support organizational technology infrastructure such as storage area networks (SAN), security systems, and other essential facility systems. The useful life of servers can range from three to five years.

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Equipment	\$200,000	\$75,000	\$60,000	\$60,000	\$75,000	\$470,000
<b>Total</b>	<b>\$200,000</b>	<b>\$75,000</b>	<b>\$60,000</b>	<b>\$60,000</b>	<b>\$75,000</b>	<b>\$470,000</b>

**Impact on Operating Budget:** The replacement of servers may help control maintenance costs in the operating budget and improve application performance.

# Centralized Data Storage, Backup, and Recovery

**Project Priority:** A

**Project Type:** New Technology

**Project Management:** IT – IT/Communication Infrastructure

**Project Description:** Expand the existing storage area network (SAN) to accommodate the planned move towards server-based centralized storage and backup of critical department information. Information that is currently created and stored on PCs will be stored on servers attached to the SAN centrally where the data is more easily shared and will be backed up to disk and tape, making recovery more reliable. Estimated storage needs of GIS and other image-based data sets are included in this expansion. The upgrade includes multiple backup devices that can back up large volumes of data across multiple servers.

This project will also implement auto archiving of the email database to near line storage through group-based business rules, e-discovery support, and compliance support. Project costs also include associated contracted professional services.

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Equipment	\$60,000	\$20,000	\$20,000	\$20,000	\$60,000	\$180,000
<b>Total</b>	<b>\$60,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$20,000</b>	<b>\$60,000</b>	<b>\$180,000</b>

**Impact on Operating Budget:** Annual increase of \$30,000 for hardware/software maintenance costs included in the operating budget.

## Network Upgrade, Server Consolidation, Security

**Project Priority:** A

**Project Type:** Equipment Replacement/New Technology

**Project Management:** IT – IT/Communications Infrastructure

**Project Description:** Several core network components installed in 2004 are now at “end of life” for support and maintenance. These components will be replaced with technology that increases bandwidth, or network capacity necessary due to the expansion of applications including GIS, Records Management systems, centralized storage of departmental data, data collaboration across applications, and online training utilizing streaming media. We will replace core components in the Data Center and individual IDF’s (Intermediate Distribution Facility – more commonly known as data/phone connection closets).

Implementation of wireless network functionality in key locations on the RFOTC campus such as classrooms and select conference rooms as well as information kiosks for the public are additional components of the RFOTC Network Upgrade. An extension of this project is the implementation of wireless networking technology for Command Post support during major incidents.

Implementation of this software tool sets to support management and audits system access and security.

Continue to implement virtualization to support server consolidation. Phased approach includes test environment, migration to pilot, and then to production. Supports long range goal of virtual environment utilization as a component for Disaster Recovery. Project costs also include associated contracted professional services.

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Professional Services	\$50,000	\$226,000	\$250,000	\$50,000	\$200,000	\$776,000
<b>Total</b>	<b>\$50,000</b>	<b>\$226,000</b>	<b>\$250,000</b>	<b>\$50,000</b>	<b>\$200,000</b>	<b>\$776,000</b>

**Impact on Operating Budget:** Up to \$20,000 in 2014/15 growing to \$40,000 for hardware/software maintenance costs in 2017/18



## Wireless Network to Apparatus from Stations

**Project Priority:** A

**Project Type:** New Technology

**Project Management:** IT – IT/Communication Infrastructure

**Project Description:** The wireless network project would create “hot spot” networks at each fire station and the Regional Fire and Operations Training Center (RFOTC). This technology would allow the update of portable and mobile devices such as Mobile Data Computers (MDCs) and tablet PCs electronically and automatically whenever the devices are in range of a “hot spot.” This environment allows the OCFA to take advantage of state of the art technology in Geographic Information System (GIS) mapping, patient care data collection, incident reporting, and fire prevention inspection activities. As new applications are implemented and interfaces to the network are built, data can be managed automatically via the network saving significant costs through replacement of manual processes such as printing of paper data-gathering forms for inspections, data entry of incident reports, and updating of district and special area maps. The system infrastructure will also be used for automated fuel tracking at the fire station fuel pumps. The technology can also be used for data sharing at major incidents linking command vehicles and apparatus at the scene improving the OCFA’s command and control functionality.

**Project Status:** This reflects the final year of a three-year project tied to MDC and CAD replacement, and the automated fuel station implementation for the fleet replacement project.

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Equipment	\$327,000					\$327,000
Total	\$327,000	-	-	-	-	\$327,000

**Impact on Operating Budget:** Fiscal impact cannot be determined at this time.

## CAD System Planning/ Design and Replacement

**Project Priority:** A

**Project Type:** Application Replacement

**Project Management:** IT – Systems Development & Support

**Project Description:** This project is to fund the initial purchase and supplemental or ‘surge’ professional services necessary to replace the existing out-of-date 911 Computer Aided Dispatch (CAD) System. Primary purchase of the system as part of the overall Public Safety Systems Replacement project was expected to occur in the first quarter of 2012/13. Timeline for installation is anticipated to take 18 – 24 months. ‘Surge’ expense is expected to be approximately 20% of system purchase price spread across the implementation period.

The current system has been in place since 1987 and is limited in its ability to meet the OCFA’s requirements in the future. Replacement of the system will allow the OCFA to implement a map-based CAD system, as well as provide the capability for other functionality such as response recommendations based on Automatic Vehicle Location (AVL). The Orange County Fire Incident Reporting (OCFIRS) and Integrated Fire Prevention (IFP) systems are also being replaced and are collectively referred to as the Records Management System (RMS). The RMS systems will be closely integrated with the new CAD system. These three projects are referred to as the Public Safety System.

**Project Status:** RFP completed and released in January 2011. Contract awarded to TriTech Software Systems in September 2012. Implementation began in November 2012. Go-live milestone projected for 18-months after start of implementation (June 2014). Total project completion will occur when new CAD is integrated with new RMS systems (Incident Reporting, IFP Replacement). The five-year project was initiated in 2008/09.

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Professional Services	\$365,000	\$365,000				\$730,000
<b>Total</b>	<b>\$365,000</b>	<b>\$365,000</b>	-	-	-	<b>\$730,000</b>

**Impact on Operating Budget:** Application Maintenance/License Costs expected at 20% – 25% of system purchase price and will have an impact on the operating budget in 2014/15 after complete implementation of the project.

## Incident Reporting Application Replacement

**Project Priority:** A

**Project Type:** Application Replacement

**Project Management:** IT – Systems Development & Support

**Project Description:** This project is to fund the initial purchase and supplemental or ‘surge’ professional services necessary to replace the Incident Reporting Application (OCFIRS). This project combined with replacing the Planning & Development Automation (IFP) Application comprises the Records Management System (RMS) component of the overall Public Safety Systems (PSS) replacement project. CAD replacement is the other major component of the PSS replacement project. Implementation is expected to take two to three years and includes integration with the new CAD system. ‘Surge’ expense is expected to be approximately 20% of system purchase price spread across the implementation period.

The IT Strategic Plan study conducted by Gartner Inc. evaluated all of the OCFA’s applications based on their technical stability and how well they were meeting the OCFA’s business needs. The OCFIRS Incident Reporting application was rated poorly in both areas and was recommended for replacement. Gartner Inc. also recommended that the OCFA consider going to bid for an application that would be integrated with either CAD, IFP, or both to improve overall data management within the organization. This budgetary amount is a preliminary estimate and may need revision as requirements are developed.

**Project Status:** RFP completed and released in January 2011. RFP review, onsite demos, and vendor finalist selection are completed and negotiations were started with FDM Software in December 2012. The contract award is anticipated in the first quarter of 2013/14. The five-year project was initiated in 2008/09.

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Professional Services	\$2,615,801	\$150,000	\$150,000			\$2,915,801
<b>Total</b>	<b>\$2,615,801</b>	<b>\$150,000</b>	<b>\$150,000</b>	-	-	<b>\$2,915,801</b>

**Impact on Operating Budget:** Application Maintenance/License Costs expected at 20% - 25% of system purchase price and will have an impact on the operating budget in 2015/16 after complete implementation of the project.

## Planning & Development Automation – IFP Replacement

**Project Priority:** A

**Project Type:** Application Replacement

**Project Management:** IT – Systems Development & Support

**Project Description:** This project is to fund the initial purchase and supplemental or ‘surge’ professional services necessary to replace the Integrated Fire Prevention (IFP) application. This project combined with replacing the Incident Reporting Application (OCFIRS) comprises the Records Management System (RMS) component of the overall Public Safety Systems (PSS) replacement project. CAD replacement is the other major component of the PSS replacement project. Implementation is expected to take two to three years and includes integration with the new CAD system. ‘Surge’ expense is expected to be approximately 20% of system purchase price spread across the implementation period.

The Integrated Fire Prevention (IFP) application has been scheduled for replacement following a detailed needs assessment and business plan analysis that was conducted in 2005/06. The current application was also evaluated based on the quality of its technology and how well the application was meeting business needs; the application scored poorly in both areas. It was recommended that the OCFA proceed with replacement of the application; however, concurrent replacement with the Orange County Fire Incident Reporting System (OCFIRS) and the Computer Aided Dispatch (CAD) System was recommended in order to take advantage of opportunities to move to a shared data platform. Preliminary analysis indicates the replacement cost for this application will be between \$2.0 million and \$3.0 million.

Fire Prevention fees include funding for this project.

**Project Status:** RFP completed and released in January 2011. RFP review, onsite demos, and vendor finalist selection are completed and negotiations were started with FDM Software in December 2012. The contract award is anticipated in the first quarter of 2013/14. The five-year project was initiated in 2008/09.

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Professional Services	\$2,915,351	\$150,000	\$150,000			\$3,215,351
<b>Total</b>	<b>\$2,915,351</b>	<b>\$150,000</b>	<b>\$150,000</b>	-	-	<b>\$3,215,351</b>

**Impact on Operating Budget:** Application Maintenance/License Costs expected at 20% – 25% of system purchase price and will have an impact on the operating budget in 2015/16 after complete implementation of the project.

# Microsoft Software Enterprise Agreement

**Project Priority:** A

**Project Type:** Software Upgrade

**Project Management:** IT – Communications & Workplace Support

**Project Description:** OCFA uses Microsoft software throughout the organization, both at the desktop and to support systems and infrastructure. Software products at the desktop include: Windows, Office Applications (Word, Excel, Access, Outlook, Powerpoint), Visio, and Project. Infrastructure includes operating system software on most OCFA servers and enterprise products such as Outlook and Exchange, and an assortment of infrastructure management and security systems. Enterprise systems such as SharePoint and all Structured Query Language (SQL) Server Databases used by core applications are also Microsoft products. All of these applications are fully covered for upgrades as they become available and for maintenance and support through a Microsoft Enterprise Agreement.

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Office Equipment	\$230,000	\$230,000	\$260,000	\$260,000	\$260,000	\$1,240,000
<b>Total</b>	<b>\$230,000</b>	<b>\$230,000</b>	<b>\$260,000</b>	<b>\$260,000</b>	<b>\$260,000</b>	<b>\$1,240,000</b>

**Impact on Operating Budget:** None

## MDC and Mobile Data Network Infrastructure Upgrade

**Project Priority:** A

**Project Type:** Equipment Replacement

**Project Management:** IT – IT/Communications Infrastructure

**Project Description:** The OCFA and the MetroNet jointly own, and the OCFA administers the Countywide Fire Mobile Data Computer Network Infrastructure. This infrastructure consists of redundant network controllers located at the OCFA, mobile data radio repeaters located on mountaintops, and radio communication facilities throughout the County. At year-end of 2012, the current infrastructure reached its end of life and will no longer be supported by Motorola. This project will determine and implement the best Mobile Data Computer Network Infrastructure technology to replace the existing environment.

Combined with this project is the closely related and approved project to replace the Mobile Data Network Management system. The ability to manage the mobile data computer network infrastructure which will likely be comprised of multiple low and high-bandwidth wireless networks, both public and private, for MDC's, Data tablets, Smart Phones, and other mobile computing technologies as units move in and out of range is critical to first responders and will be addressed by this project. It will also give staff the ability to remotely manage and update mobile computing devices which improves efficiency and better utilizes limited technical resources.

It is anticipated that OCFA and MetroNet will separately transition to Commercial Broadband 4G Wireless Network technologies to replace the jointly owned MDC and Mobile Data Network Infrastructure ending the current cost-sharing arrangement in 2014/15. This is because Motorola's next generation Mobile Data Computer Network technology does not meet the future bandwidth and data-transmission requirements for OCFA nor MetroNet, and is cost prohibitive.

**Project Status:** Staff implemented a pilot project with Verizon in 2012.

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Equipment	\$2,000,000					\$2,000,000
<b>Total</b>	<b>\$2,000,000</b>	-	-	-	-	<b>\$2,000,000</b>

**Impact on Operating Budget:** Annual broadband expense increase is estimated at \$140,000 starting in 2014. Annual support increases undetermined as yet, but costs will be offset by elimination of MDC infrastructure costs to OCFA of \$41K annually starting in 2014/15.

## Digital Ortho Photography

**Project Priority:** B

**Project Type:** New Application/Data

**Project Management:** IT - GIS

**Project Description:** Digital Ortho Photography (DOP) provides an accurate record of all physical data that exists in the County and area of service at a given point in time. DOP is important to the OCFA as a management tool for the effective and efficient operation of a number of business needs and for spatial data capture and verification. Some of the OCFA business needs supported by DOP are: Special Area Maps and preplans to guide first responders into difficult areas such as apartment complexes and shopping centers, to provide dispatchers a visual record to facilitate response assignments, to establish a default map viewing context for the Automatic Vehicle Location System (AVL), to facilitate vehicle routing to target locations, to assist in reconstructing and investigating crimes, to more effectively manage urban and wildland interfaces, to quality control addresses for run maps, and to verify pre-existing or non-conforming conditions for inspections.

**Project Status:** Purchase in 2013/14, and every third year afterwards

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Equipment	\$70,000			\$70,000		\$140,000
<b>Total</b>	<b>\$70,000</b>	-	-	<b>\$70,000</b>	-	<b>\$140,000</b>

**Impact on Operating Budget:** No Impact.

## PC, Laptop, Printer Replacements

**Project Priority:** B

**Project Type:** Equipment Replacement

**Project Management:** IT – Communications & Workplace Support

**Project Description:** An evaluation and analysis of the OCFA’s Personal Computer inventory by Gartner Inc. during the Information Technology Strategic Plan study indicated that desktop computers were not being replaced as frequently as they should, thereby resulting in increased repair and maintenance costs, varied and incompatible operating systems and software versions, and an inconsistent replacement policy. Gartner recommended that PCs be replaced on a four-year rotation plan. Due to current fiscal constraints, computers that do not support emergency response have been moved back to a five to six-year replacement schedule. The PC replacement budget is based on \$1,500 per unit, which includes adequate funding to replace associated printers and peripherals at the same time. It also includes replacement of department-authorized, mission-critical laptop computers on an as-needed basis. Starting in 2012/13, portable computer tablets are being added to the fleet for regional on-scene patient care record entry. Most of the initial devices are grant-funded; however, starting in 2016/17, funding has been added for ongoing replacement at a rate of 25-30% of the tablets each year. Semi-rugged tablets cost about \$2,500 per unit.

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Equipment	\$200,000	\$200,000	\$200,000	\$315,000	\$315,000	\$1,230,000
<b>Total</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$200,000</b>	<b>\$315,000</b>	<b>\$315,000</b>	<b>\$1,230,000</b>

**Impact on Operating Budget:** Deferral of PC and Tablet replacements beyond four years will increase repair and maintenance costs.



## Intranet/Internet/Organizational Calendaring Development

**Project Priority:** B

**Project Type:** New Application/Replacement

**Project Management:** IT – Systems Development & Support/GIS

**Project Description:** This is a multi-year, ongoing project to upgrade both the Internet and Intranet applications. The Intranet upgrade will incorporate additional functionality including document management and collaboration capabilities. The Internet upgrade will include integration and data exchange with in-house applications to provide public access to real-time information. This project also includes the enhancement of the recently implemented SharePoint Intranet. SharePoint provides the infrastructure for the new Intranet that enables a single point of access to multiple functions including document storage and management, project collaboration and management, business intelligence (reporting) as well as the integration of the Outlook/Exchange E-mail systems into a single collaboration point for the OCFA staff.

GIS Intranet/Internet integration is a multi-year project to integrate centralized Geographic Information System (GIS) data and standardized mapping functions with both the Internet and Intranet applications. The Intranet upgrade will include mapping functionality that will provide immediate mapping and analysis capabilities to the OCFA staff. The Internet upgrade will include integration with in-house GIS applications to provide public access to real-time information.

**Project Status:** Multi-year project, plus ongoing enhancements

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Professional Services	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$250,000
<b>Total</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$250,000</b>

**Impact on Operating Budget:** No impact.

## GIS Equipment Replacement

**Project Priority:** B

**Project Type:** Equipment Replacement

**Project Management:** IT – GIS

**Project Description:** GIS and mapping activities use large plotters, printers and non-standard output devices. These devices are used to print large wall maps used at fire stations, in the Emergency Command Center (ECC) and during emergency incident planning. These devices require replacement about every three to four years. This line item is for the replacement of these items on an ongoing basis.

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Equipment	\$25,000			\$25,000		\$50,000
<b>Total</b>	<b>\$25,000</b>	-	-	<b>\$25,000</b>	-	<b>\$50,000</b>

**Impact on Operating Budget:** No impact.

## Base Station Radio Replacement

**Project Priority:** B

**Project Type:** Equipment Replacement

**Project Management:** IT – IT/Communication Infrastructure

**Project Description:** OCFA owns fifty base station radios that are used by the dispatchers to communicate with field personnel and other operational agencies during day-to-day and emergency operations. These base station radios have a nine to twelve-year life. Thirty-eight base station radios were purchased in 2001. The current cost for these radios is \$5,000 each. The twelve purchased in 2004 will need to be replaced starting 2015/16.

**Project Status:** Replacement to occur every nine to twelve years

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Equipment			\$60,000			\$60,000
<b>Total</b>	-	-	\$60,000	-	-	\$60,000

**Impact on Operating Budget:** None

## Audio Video Digital Media Archive

**Project Priority:** B

**Project Type:** Equipment

**Project Management:** IT – IT/Communication Infrastructure

**Project Description:** This project will install a high-capacity digital video archive for the OCFA Audio/Visual (A/V) section in the OCFA Datacenter. The A/V staff currently store over 16TB of video locally on their departmental computers without backup, and their data needs are growing quickly. With this project, the A/V staff will double their total storage capacity with a high-speed, redundant, onsite data-archive to approximately 36TB total capacity. The useful life of the high-capacity network storage devices is approximately five to seven years.

**Project Status:** Replacement to occur every five to seven years

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Equipment	\$50,000					\$50,000
<b>Total</b>	<b>\$50,000</b>	-	-	-	-	<b>\$50,000</b>

**Impact on Operating Budget:** Annual increase of \$2,000 for hardware/software maintenance to be added to operating budget starting 2016/17.

## 911 Telephone System Replacement (cost recovered by 911 funds)

**Project Priority:** A

**Project Type:** Equipment Replacement

**Project Management:** ECC & IT – IT/Communications Infrastructure

**Project Description:** The OCFA’s ECC 911/telephone system was placed in service in 2004. The system designs available at the time were limited and designed to support a call center or Automatic Call Distribution (ACD) model as opposed to a dispatch model. A new system will support the dispatch model. Because it utilizes Voice over IP (VOIP), it can support decentralized dispatching in a large scale emergency, next generation 911 requirements, and other features that will create efficiencies in the operation of the ECC.

The OCFA receives an annual funding allocation of \$92,000 for equipment supporting the 911 telephone system through the State of California Emergency Telephone Number Program that accrues year-to-year. In FY 2012/13, the total accrued amount was \$828,000. As a result, the OCFA will be reimbursed for the cost of this project.

**Project Status:** The 911/Telephone System Replacement is a one-time purchase originally scheduled to be completed in 2010/11, but due to delays with the vendor this project has now been moved to 2013/14.

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Equipment	\$920,000	-	-	-	-	\$920,000
<b>Total</b>	<b>\$920,000</b>	-	-	-	-	<b>\$920,000</b>

**Impact on Operating Budget:** Annual maintenance costs for the existing system are in the current operating budget. It is unknown at this time if supplemental funding will be required for the new system.

## 800 MHz CCCS – Countywide Coordinated Communications System Replacement

**Project Priority:** B

**Project Type:** Equipment Replacement

**Project Management:** IT – Communications & Infrastructure/ECC

**Project Description:** The current 800 MHz Countywide Coordinated Communications System (CCCS) was implemented from 1999 to 2001 with an expected operational life expectancy through 2015. The system is administered by the Orange County Sheriffs’ Department/Communications staff. OCSD/Communications staff was directed in 2009 to develop the next generation system proposal, and has developed a 4 – phase upgrade/replacement plan for the CCCS. The upgrade includes implementation of a P25 system architecture, which is the FEMA and Department of Homeland Security recommended technology for public safety communications interoperability.

Phase – 1 (\$2,797,153 – funded by the Public Safety Interoperable Communications (PSIC) grant) was completed by OCSD/Communications staff in 2011 and included updating and replacing obsolete backbone and core equipment that extends the life of the CCCS to 2018.

Phases – 2, 3, 4 includes replacing dispatch consoles, core equipment, control equipment, mobile and portable radios. Costs will be shared proportionately among all participating agencies in the CCCS and the replacement project is scheduled to begin in 2016/17.

The Orange County Fire Authority cost share for Phases – 2, 3, 4 is calculated at \$19,250,362 and is based on quantity of dispatch consoles, radios, and backbone cost share.

**Project Status:** Phase – 1 complete; Phases 2 – 4 in planning stages

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Special Department Expense				\$3,850,072	\$3,850,072	\$7,700,144
<b>Total</b>	-	-	-	<b>\$3,850,072</b>	<b>\$3,850,072</b>	<b>\$7,700,144</b>

**Impact on Operating Budget:** Annual subscriber costs for new CCCS not yet determined. OCSD/Communications currently determines annual subscriber fees based on total number of active radios times an annual subscription fee per radio.

# Fund 133

## Vehicle Replacement



This fund is a governmental fund used for the planned replacement of fire apparatus and vehicles. Funding sources for this fund include operating transfers from the Fire General Fund, contributions from cash contract member cities, and proceeds from lease purchase agreements.

**ORANGE COUNTY FIRE AUTHORITY**  
**FUND 133 - VEHICLE REPLACEMENT**  
**LIST OF VEHICLES TO BE REPLACED**

Existing Vehicle Number	Current Vehicle Type	Section Assigned to:	2013/14	2014/15	2015/16	2016/17	2017/18
<b>EMERGENCY VEHICLES</b>							
<b>Ambulance</b>							
4035	Ambulance	Operations	\$135,912				
TBD	Ambulance	Operations					152,970
<b>Battalion Chief Command</b>							
2178	BC Command Vehicle	Operations	85,000				
2250	BC Command Vehicle	Operations	85,000				
2251	BC Command Vehicle	Operations	85,000				
2252	BC Command Vehicle	Operations	85,000				
5253	BC Command Vehicle	Operations	85,000				
2254	BC Command Vehicle	Operations	85,000				
2255	BC Command Vehicle	Operations				92,882	
2256	BC Command Vehicle	Operations				92,882	
2257	BC Command Vehicle	Operations				92,882	
<b>Pick-Up Utility 3/4 Ton</b>							
3201	Pick-Up Utility 3/4 Ton	Operations					45,680
3202	Pick-Up Utility 3/4 Ton	Operations					45,680
3207	Pick-Up Utility 3/4 Ton	Operations					45,680
<b>Dozer Transport Tractor</b>							
5064	Dozer Transport Tractor	Operations					201,188
<b>Leased Vehicles</b>							
2348	Full-Size - Leased	Exec. Mgmt		11,107	11,107	11,107	12,107
2349	Full-Size - Leased	Exec. Mgmt		11,107	11,107	11,107	12,107
2370	Full-Size - Leased	Exec. Mgmt		11,107	11,107	11,107	12,107
2371	Full-Size - Leased	Exec. Mgmt		11,107	11,107	11,107	12,107
2372	Full-Size - Leased	Exec. Mgmt		11,107	11,107	11,107	12,107
2373	Full-Size - Leased	Exec. Mgmt		11,107	11,107	11,107	12,107
<b>Mid-Size 4x4 4-Door</b>							
2159	Mid-Size 4x4 4-Door	Operations		41,224			
2162	Mid-Size 4x4 4-Door	Operations		41,224			
2164	Mid-Size 4x4 4-Door	Operations		41,224			
2165	Mid-Size 4x4 4-Door	Operations		41,224			
2166	Mid-Size 4x4 4-Door	Operations		41,224			
2167	Mid-Size 4x4 4-Door	Operations			42,460		
2168	Mid-Size 4x4 4-Door	Operations			42,460		
2169	Mid-Size 4x4 4-Door	Operations			42,460		
2170	Mid-Size 4x4 4-Door	Operations			42,460		
<b>Full-Size 4-Door</b>							
2360	Full-Size 4-Door	Operations	50,648				
2361	Full-Size 4-Door	Operations	50,648				
2362	Full-Size 4-Door	Operations	50,648				
2363	Full-Size 4-Door	Operations	50,648				
2364	Full-Size 4-Door	Operations	50,648				
2365	Full-Size 4-Door	Corp. Comm.		52,167			
2366	Full-Size 4-Door	Operations		52,167			
2367	Full-Size 4-Door	Operations		52,167			
2368	Full-Size 4-Door	Operations		52,167			
2369	Full-Size 4-Door	Operations		52,167			
2374	Full-Size 4-Door	Operations					57,004



**ORANGE COUNTY FIRE AUTHORITY**  
**FUND 133 - VEHICLE REPLACEMENT**  
**LIST OF VEHICLES TO BE REPLACED**

Existing Vehicle Number	Current Vehicle Type	Section Assigned to:	2013/14	2014/15	2015/16	2016/17	2017/18
<b>Paramedic Van</b>							
3801	Paramedic Van	Operations		111,693			
3804	Paramedic Van	Operations		111,693			
4027	Paramedic Van	Operations		111,693			
4028	Paramedic Van	Operations		111,693			
4029	Paramedic Van	Operations		111,693			
4105	Paramedic Van	Operations			115,044		
4106	Paramedic Van	Operations			115,044		
4107	Paramedic Van	Operations			115,044		
4108	Paramedic Van	Operations			115,044		
4109	Paramedic Van	Operations			115,044		
4110	Paramedic Van	Operations				118,495	
4111	Paramedic Van	Operations				118,495	
4112	Paramedic Van	Operations				118,495	
4113	Paramedic Van	Operations				118,495	
4114	Paramedic Van	Operations				118,495	
<b>Type 1 Engine</b>							
5204	Type 1 Engine	Operations	543,106				
5201	Type 1 Engine	Operations	543,106				
5202	Type 1 Engine	Operations	543,106				
5207	Type 1 Engine	Operations		559,399			
5156	Type 1 Engine	Operations		559,399			
5157	Type 1 Engine	Operations		559,399			
5203	Type 1 Engine	Operations			576,181		
5212	Type 1 Engine	Operations			576,181		
5128	Type 1 Engine	Operations			576,181		
5133	Type 1 Engine	Operations			576,181		
5205	Type 1 Engine	Operations				593,466	
5206	Type 1 Engine	Operations				593,466	
5208	Type 1 Engine	Operations				593,466	
5213	Type 1 Engine	Operations				593,466	
5209	Type 1 Engine	Operations					611,270
5210	Type 1 Engine	Operations					611,270
5214	Type 1 Engine	Operations					611,270
5247	Type 1 Engine	Operations					611,270
<b>Truck - 75' Quint</b>							
5132	Truck - 75' Quint	Operations			1,127,366		
<b>TDA 100' Quint</b>							
5251	TDA 100' Quint	Operations	1,284,149				
<b>Total Emergency Vehicles</b>			<b>\$3,812,619</b>	<b>\$2,770,259</b>	<b>\$4,243,792</b>	<b>\$3,311,627</b>	<b>\$3,065,924</b>

**DEVELOPER FUNDED VEHICLES**

<b>Type 1 Engine</b>							
Station 56	Type I Engine	Operations	643,106				
<b>Total Developer Funded Vehicles</b>			<b>\$643,106</b>	-	-	-	

**ORANGE COUNTY FIRE AUTHORITY**  
**FUND 133 - VEHICLE REPLACEMENT**  
**LIST OF VEHICLES TO BE REPLACED**

Existing Vehicle Number	Current Vehicle Type	Section Assigned to:	2013/14	2014/15	2015/16	2016/17	2017/18
<b>SUPPORT VEHICLES</b>							
<b>Full-Size Cargo Van</b>							
4335	Full-Size Cargo Van	Audio Visual		41,641			
4337	Full-Size Cargo Van	Comm/Workplace		41,641			
4338	Full-Size Cargo Van	Comm/Workplace		41,641			
4339	Full-Size Cargo Van	Comm/Workplace		41,641			
<b>Mid-Size Cargo Van</b>							
4101	Mid-Size Cargo Van	Fire Prevention	30,900				
<b>Minivan Passenger</b>							
4100	Minivan Passenger	Corp. Comm.			27,863		
<b>Service Truck - Light</b>							
3007	Service Truck - Light	Comm/Workplace			60,349		
<b>Service Truck - Heavy</b>							
5389	Service Truck - Heavy	Fleet Services					66,554
<b>Step Van</b>							
4301	Step Van	Materiel Mgmt.	55,344				
4302	Step Van	Materiel Mgmt.	55,344				
4303	Step Van	Materiel Mgmt.		57,004			
4304	Step Van	Materiel Mgmt.		57,004			
<b>Mid-Size 4-Door</b>							
2160	Mid-Size 4-Door	Fire Prevention		35,404			
2161	Mid-Size 4-Door	EMS		35,404			
<b>Mid-Size Pickup - 1/2 Ton</b>							
2260	Mid-Size Pickup - 1/2 Ton	Fire Prevention	30,239				
2264	Mid-Size Pickup - 1/2 Ton	Fire Prevention	30,239				
2266	Mid-Size Pickup - 1/2 Ton	Fire Prevention	30,239				
3109	Mid-Size Pickup - 1/2 Ton	Fire Prevention		31,146			
3150	Mid-Size Pickup - 1/2 Ton	Fire Prevention		31,146			
3225	Mid-Size Pickup - 1/2 Ton	Fire Prevention		31,146			
3227	Mid-Size Pickup - 1/2 Ton	Fire Prevention		31,146			
2340	Mid-Size Pickup - 1/2 Ton	Community Educ.		31,146			
2341	Mid-Size Pickup - 1/2 Ton	Community Educ.		31,146			
2175	Mid-Size Pickup - 1/2 Ton	Fire Prevention			32,080		
2176	Mid-Size Pickup - 1/2 Ton	Fire Prevention			32,080		
2171	Mid-Size Pickup - 1/2 Ton	Fire Prevention				33,042	
2173	Mid-Size Pickup - 1/2 Ton	Fire Prevention				33,042	
<b>Pickup General - 1/2 Ton</b>							
2208	Pickup General - 1/2 Ton	Fleet Services		41,527			
<b>Pickup General 3/4 Ton</b>							
3465	Pickup General - 3/4 Ton	Fleet Services	42,227				
3466	Pickup General - 3/4 Ton	Fleet Services	42,227				
3467	Pickup General - 3/4 Ton	Fleet Services	42,227				
<b>Total Support Vehicles</b>			<b>\$358,986</b>	<b>\$579,783</b>	<b>\$152,372</b>	<b>\$66,084</b>	<b>\$66,554</b>
<b>TOTAL VEHICLES</b>			<b>\$4,814,711</b>	<b>\$3,350,042</b>	<b>\$4,396,164</b>	<b>\$3,377,711</b>	<b>\$3,132,478</b>

**ORANGE COUNTY FIRE AUTHORITY**  
**FUND 133 - VEHICLE REPLACEMENT**  
**LIST OF VEHICLES TO BE DEFERRED**

Vehicle Number	Current Vehicle Type	Section Assigned to:	2013/14	2014/15	2015/16	2016/17	2017/18
<b>EMERGENCY VEHICLES</b>							
<b>Mid-Size 4x4 4-Door</b>							
2157	Mid-Size 4X4 4-Door	Operations		\$41,223			
2158	Mid-Size 4X4 4-Door	Operations		41,223			
2163	Mid-Size 4X4 4-Door	Operations			42,460		
<b>Crew Cab- Swift Water Vehicle</b>							
3008	Crew Cab - Swift Water Vehicle	Operations		70,097			
3041	Crew Cab - Swift Water Vehicle	Operations		70,097			
3043	Crew Cab - Swift Water Vehicle	Operations		70,097			
3044	Crew Cab - Swift Water Vehicle	Operations		70,097			
<b>Dozer Transport Tractor</b>							
5063	Transport Tractor	Operations				194,372	
<b>Dozer Transport Trailer</b>							
6146	Trailer-Dozer Transport	Operations				58,238	
<b>Dump Truck</b>							
5387	Dump Truck	Operations				130,372	
<b>Grader</b>							
7208	Grader	Operations				242,445	
<b>Pickup Utility - 3/4 Ton</b>							
3204	Pickup Utility - 3/4 Ton	Operations				42,009	
3205	Pickup Utility - 3/4 Ton	Operations				42,009	
3206	Pickup Utility - 3/4 Ton	Operations				42,009	
<b>Type 3 Engine</b>							
New	Type 3 Engine	Operations		424,947			
New	Type 3 Engine	Operations		424,947			
New	Type 3 Engine	Operations		424,947			
<b>Total Emergency Vehicles</b>			-	1,637,674	\$42,460	\$751,454	-

**DEVELOPER FUNDED VEHICLES**

<b>Tractor -drawn aerial Quint - 100'</b>							
New	Station 20 Quint	Operations		1,322,673			
<b>Total Developer Funded Vehicles</b>			-	1,322,673	-	-	-

**SUPPORT VEHICLES**

<b>Fuel Tender</b>							
5313	Fuel Tender	Fleet Services		208,381			
<b>Stakeside</b>							
5388	Stakeside	Materiel Mgmt				86,218	
<b>Mid Size 4x4 4-Door</b>							
2267	Mid Size 4x4 4-Door	Materiel Mgmt		36,623			
3101	Mid Size 4x4 4-Door	Fire Prevention		36,623			

**ORANGE COUNTY FIRE AUTHORITY**  
**FUND 133 - VEHICLE REPLACEMENT**  
**LIST OF VEHICLES TO BE DEFERRED**

Vehicle Number	Current Vehicle Type	Section Assigned to:	2013/14	2014/15	2015/16	2016/17	2017/18
<b>Mid Size Pickup - 1/2 Ton</b>							
2261	Mid Pickup-1/2 Ton	Fire Prevention		31,146			
2262	Mid Pickup-1/2 Ton	Fire Prevention		31,146			
2263	Mid Pickup-1/2 Ton	Fire Prevention		31,146			
2301	Mid Pickup-1/2 Ton	Fire Prevention		31,146			
2302	Mid Pickup-1/2 Ton	Fire Prevention		31,146			
2303	Mid Pickup-1/2 Ton	Fire Prevention		31,146			
2304	Mid Pickup-1/2 Ton	Fire Prevention		31,146			
2317	Mid Pickup-1/2 Ton	Fire Prevention		31,146			
2318	Mid Pickup-1/2 Ton	Property Mgmt		31,146			
2319	Mid Pickup-1/2 Ton	Property Mgmt		31,146			
3009	Mid Pickup-1/2 Ton	Fire Prevention		31,146			
3110	Mid Pickup-1/2 Ton	Fire Prevention		31,146			
3230	Mid Pickup-1/2 Ton	Fire Prevention		31,146			
<b>Total Support Vehicles</b>			-	686,525	-	86,218	-
<b>TOTAL VEHICLES</b>			-	\$3,646,872	\$42,460	\$837,672	-

## Ambulances

**Project Priority:** A

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The ambulances are used to transport injured or sick persons to the closest receiving hospital. This project is for the replacement of two ambulances with one new ambulance in 2013/14 and one new ambulance in 2017/18.

Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager



The age and mileage targets for ambulances are four years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchase to occur in 2013/14 and 2017/18

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Emergency)	\$135,912				\$152,970	\$288,882
<b>Total</b>	\$135,912	-	-	-	\$152,970	\$288,882

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

## Battalion Chief (BC) Command Vehicles

**Project Priority:** A

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** Each of the nine battalions is assigned a command vehicle. This vehicle is equipped with cell phones, Mobile Data Computers (MDCs), and a slide-out working station to manage any large incident. This project is for the replacement of nine command vehicles with six new BC command vehicles in 2013/14 and three new BC command vehicles in 2016/17.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for BC command vehicles are five years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchases to occur in 2013/14 and 2016/17

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Emergency)	\$510,000			\$278,646		\$788,646
<b>Total</b>	\$510,000	-	-	\$278,646	-	\$788,646

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

## Pickup Utility – ¾ Ton Vehicles

**Project Priority:** A

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The pickup utility – ¾ ton units are located at each one of the nine battalions in the department. These vehicles are used for a variety of miscellaneous transportation needs. The units are also used as BC Command vehicles on occasion. This project is for the replacement of three pickup utility – ¾ ton vehicles with three new pickup utility – ¾ ton vehicles.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for pickup utility – ¾ ton vehicles are eight years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchases to occur in 2017/18

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i> Vehicles (Emergency)					\$137,040	\$137,040
<b>Total</b>	-	-	-	-	\$137,040	\$137,040

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

## Dozer Transport Tractor

**Project Priority:** B

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The dozer transport tractor is designed for hauling heavy equipment, specifically bull dozers. This project is for the replacement of one dozer transport tractor with one new dozer transport tractor.

Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager



The age and mileage targets for dozer transport tractors are 15 years and/or 120,000 miles. The projection for the replacement of this vehicle is based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchase to occur in 2017/18; deferred from 2011/12 due to low mileage

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Emergency)					\$201,188	\$201,188
<b>Total</b>	-	-	-	-	\$201,188	\$201,188

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget.



## Leased Vehicles Agreements

**Project Priority:** A

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The monthly lease payments for six vehicles are based on the following agreements:

- 36 month leases to replace six vehicles, of which four were donated.

**Project Status:** New leases to begin in 2014/15; deferred from 2013/14. New lease would be projected to start again in 2017/18.

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Emergency)		\$66,642	\$66,642	\$66,642	\$72,642	\$272,568
<b>Total</b>	-	\$66,642	\$66,642	\$66,642	\$72,642	\$272,568

**Impact on Operating Budget:** Because the vehicles are new, many of the repairs would be covered under warranty and therefore may help control maintenance costs in the operating budget.

## Mid-Size 4x4 4-Door Vehicles

**Project Priority:** A

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The mid-size 4x4, 4-door vehicles are used by staff in the Operations Department that need the versatility of a 4x4 to complete their specific assignments (e.g. safety officers). This project is for the replacement of nine mid-size 4x4 4-door vehicles with five in 2014/15 and four in 2015/16.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for mid-size 4x4 4-door vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchases to occur 2014/15 and 2015/16

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i> Vehicles (Emergency)		\$206,120	\$169,840			\$375,960
<b>Total</b>	-	\$206,120	\$169,840	-	-	\$375,960

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget.

## Full-Size 4-Door Vehicles

**Project Priority:** A

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The full-size 4-door vehicle is used by all staff Battalion Chiefs and Division Chiefs. These vehicles are frequently used in Battalion Command situations similar to BC Command Vehicles. This project is for the replacement of eleven full-size 4-door vehicles with eleven new full-size 4-door vehicles as follows: five vehicles in 2013/14, five vehicles scheduled in 2014/15 and one in 2017/18.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for full-size 4-door vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchases to occur in 2013/14, 2014/15 and 2017/18

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Emergency)	\$253,240	\$260,835			\$57,004	\$571,079
<b>Total</b>	\$253,240	\$260,835	-	-	\$57,004	\$571,079

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget.

## Paramedic Vans

**Project Priority:** A

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The paramedic van is an ambulance-type vehicle staffed with two certified paramedics. This unit carries a full complement of paramedic equipment. This project is for the replacement of fifteen paramedic vans with five new paramedic vans in 2014/15, 2015/16 and 2016/17.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for paramedic vans are four years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchases to occur in 2014/15, 2015/16 and 2016/17

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<b>Project Cost</b>						
Vehicles (Emergency)		\$558,465	\$575,220	\$592,475		\$1,726,160
<b>Total</b>	-	\$558,465	\$575,220	\$592,475	-	\$1,726,160

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

## Type 1 Engines

**Project Priority:** A

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The Type 1 engine carries hose, water, and a pump used primarily for structure fires. Most fire stations contain one or more of these units. This project is for the replacement of eighteen Type 1 engines as follows: three in 2013/14, three in 2014/15, four in 2015/16, four in 2016/17 and four in 2017/18.

Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for Type 1 engines are 15 years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchases to occur annually



Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<b>Project Cost</b>						
Vehicles (Emergency)	\$1,629,318	\$1,678,197	\$2,304,724	\$2,373,864	2,445,080	\$10,431,183
<b>Total</b>	\$1,629,318	\$1,678,197	\$2,304,724	\$2,373,864	2,445,080	\$10,431,183

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

## Trucks – 75’ Quint

**Project Priority:** A

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The 75’ quint apparatus is more maneuverable than the 90’ quint and is utilized in tighter communities. The 75’ quint is used to provide search and rescue, roof ventilation, elevated water streams, salvage, overhaul operations, and carry all the applicable tools needed for these tasks. This apparatus also has a 75’ aerial platform, 300-gallon water tank, and a fire pump similar to a fire engine. This project is for the replacement of one 75’ quint with one new 75’ quint.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for trucks - 75’ quints are 17 years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchase to occur in 2015/16

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Emergency)			\$1,127,366			\$1,127,366
<b>Total</b>	-	-	\$1,127,366	-	-	\$1,127,366

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

## Tractor-Drawn Aerial (TDA) Quint-100'

**Project Priority:** A

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The TDA apparatus is used to provide search and rescue, roof ventilation, elevated water streams, salvage, overhaul operations and carry all the applicable tools needed for these tasks. This apparatus also has a 100' aerial ladder, 300-gallon water tank, and a fire pump similar to a fire engine. This project is for the replacement of one TDA in 2013/14.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for trucks – TDA 100' quints are 17 years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchase to occur in 2013/14

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Emergency)	\$1,284,149					\$1,284,149
<b>Total</b>	\$1,284,149	-	-	-	-	\$1,284,149

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget

## Type 1 Engine – Developer Funded

**Project Priority:** A

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The Type 1 engine carries hose, water, and a pump used primarily for structure fires. Most fire stations contain one or more of these units. This apparatus is the same as our replacement Type I engines; however, this apparatus is funded by a local developer and includes hose and other equipment. This funding is for a new vehicle which requires a full complement while a replacement engine does not. This project is for the purchase of one new Type 1 engine for station 56 (Ortega Valley).



**Project Status:** Purchase to occur in 2013/14

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<b>Project Cost</b>						
Vehicles (Emergency)	\$643,106					\$643,106
<b>Total</b>	\$643,106	-	-	-	-	\$643,106

**Impact on Operating Budget:** The addition of a Type 1 engine to the vehicle fleet is considered a significant, non-recurring expenditure, which will increase annual service and maintenance costs in the operating budget by approximately \$3,500 per year during the five-year warranty period. After the warranty period, the annual service and maintenance costs are expected to increase to approximately \$7,000 per year. Funds are included in the Five-Year Financial Forecast starting in 2014/15 for this engine.



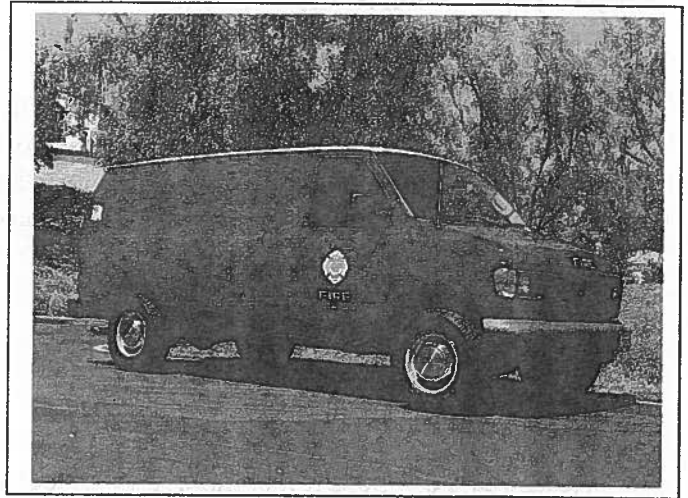
## Full-Size Cargo Vans

**Project Priority:** B

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** These vehicles are used in a number of OCFA's sections such as Information Systems. Depending on the vehicle's application, it can be used for transportation and storage of components specific to each section's needs (i.e., computer components, miscellaneous tools to facilitate repairs or haul specific equipment). This project is for the replacement of four full-size cargo vans with four new full-size cargo vans.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for full-size cargo vans are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchases to occur in 2014/15

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Support)		\$166,564				\$166,564
<b>Total</b>	-	\$166,564	-	-	-	\$166,564

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget.

## Mid-Size Cargo Van

**Project Priority:** B

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** These vehicles are primarily used by Planning and Development to transport plans and materials. This project is for the replacement of one mid-size cargo vans with one new mid-size cargo van.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for mid-size cargo vans are seven years and/or 120,000 miles. The projection for the replacement of these vehicles is based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchases to occur in 2013/14

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<b>Project Cost</b>						
Vehicles (Support)	\$30,900					\$30,900
<b>Total</b>	\$30,900	-	-	-	-	\$30,900

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget.

## Minivan - Passenger

**Project Priority:** B

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** Minivan-passenger vehicles are used in sections such as Community Relations and Education Services. These units are utilized by staff to carry educational materials, and also to transport people to and from functions. Project costs include the replacement of one minivan-passenger vehicle with one new minivan-passenger vehicle.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for minivan-passenger vehicles are seven years and/or 120,000 miles. The projection for the replacement of this vehicle is based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchase to occur in 2015/16

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<b>Project Cost</b>						
Vehicles (Support)			\$27,863			\$27,863
<b>Total</b>	-	-	\$27,863	-	-	\$27,863

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget.

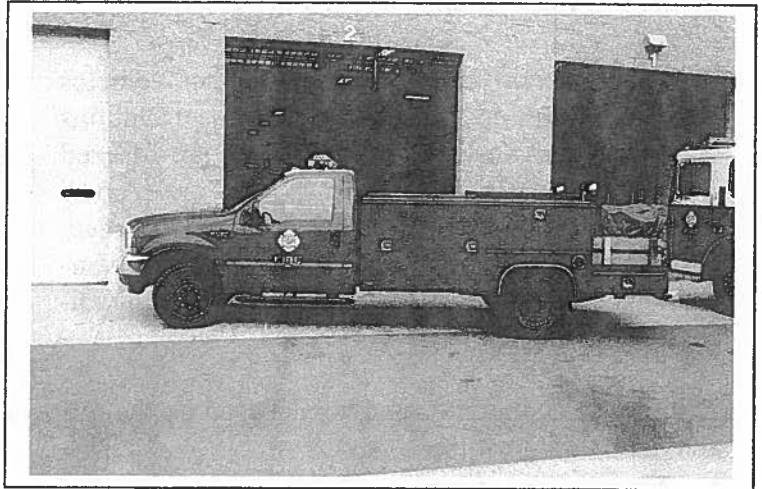
## Service Truck - Light Vehicle

**Project Priority:** B

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** Service trucks – light vehicles are used for field service throughout the department for both heavy and light apparatus in the fleet for fleet services and communication services. These units are also sent out of county if technicians are requested on large campaign fires. This project is for the replacement of one service truck - light vehicle with one new service truck - light vehicle.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for service truck - light vehicles are 10 years and/or 120,000 miles. The projection for the replacement of this vehicle is based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchase to occur in 2015/16

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Support)			\$60,349			\$60,349
<b>Total</b>	-	-	\$60,349	-	-	\$60,349

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

## Service Truck – Heavy Vehicle

**Project Priority:** B

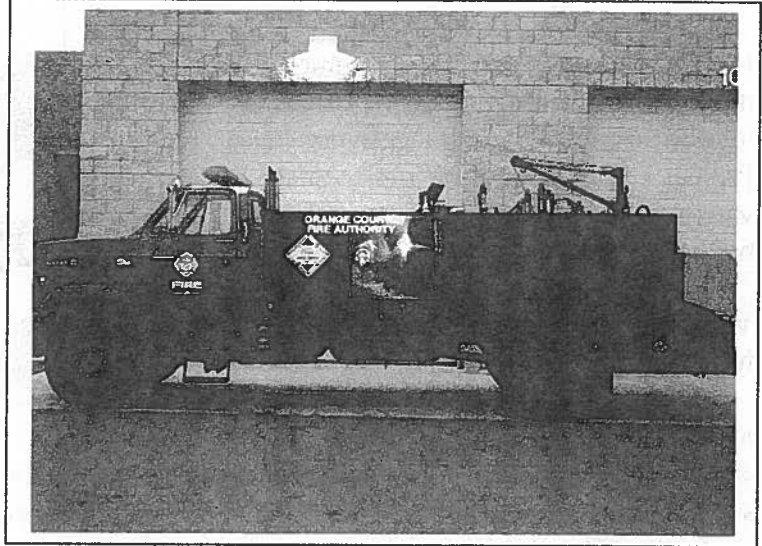
**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The service truck – heavy vehicles carries large quantities of oil and a welder, providing the ability to service vehicles at fire stations or on large fires. This project is for the replacement of one service truck – heavy vehicle with one new service truck – heavy vehicle.

Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager



The age and mileage targets for service truck – heavy vehicles are 18 years and/or 120,000 miles. The projection for the replacement of this vehicle is based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchase to occur in 2017/18

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Support)					\$66,554	\$66,554
<b>Total</b>	-	-	-	-	\$66,554	\$66,554

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

## Step Vans

**Project Priority:** B

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** These vehicles are used by the Materiel Management section for the interdepartmental mail delivery and pick-up. Project costs include the replacement of four step vans with four new step vans: two in 2013/14 and two in 2014/15.

Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for step vans are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchases to occur in 2013/14 and 2014/15



Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<b>Project Cost</b>						
Vehicles (Support)	\$110,688	\$114,008				\$224,696
<b>Total</b>	\$110,688	\$114,008	-	-	-	\$224,696

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

## Mid-Size 4-Door Vehicles

**Project Priority:** B

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** The mid-size 4-door vehicles are used by management and supervisory staff in a variety of support staff positions that need the versatility of a 4-door vehicle to complete their specific assignments and support the operations of their specific sections. This project is for the replacement of two mid-size 4-door vehicles with two new mid-size 4-door vehicles.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for mid-size 4-door vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchases to occur in 2014/15; rebudgeted from 2012/13

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Support)		\$70,808				\$70,808
<b>Total</b>	-	\$70,808	-	-	-	\$70,808

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces maintenance costs in the operating budget.

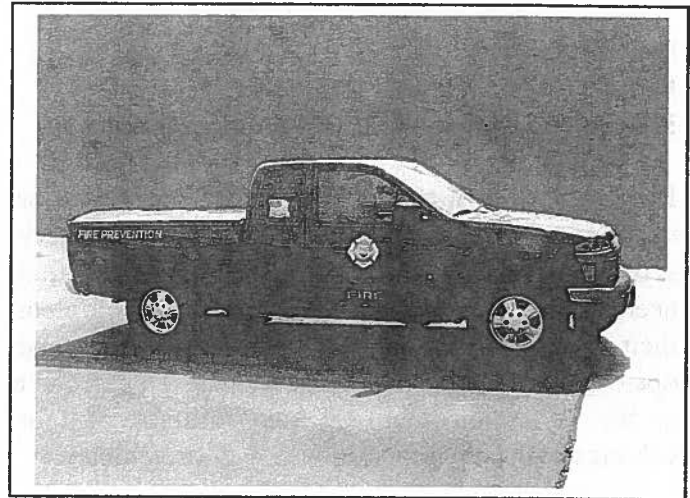
## Mid-Size Pickup-1/2 Ton Vehicles

**Project Priority:** B

**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** These vehicles are primarily used by the Fire Prevention Department to conduct off-site inspections. This project is for the replacement of thirteen mid-size pickup-1/2 ton vehicles with three new mid-size pickup-1/2 ton vehicles in 2013/14, six in 2014/15, two in 2015/16, and two in 2016/17.



Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager

The age and mileage targets for mid-size pickup-1/2 ton vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchases to occur from 2013/14 to 2016/17

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Support)	\$90,717	\$186,876	\$64,160	\$66,084		\$407,837
<b>Total</b>	\$90,717	\$186,876	\$64,160	\$66,084	-	\$407,837

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.



## Pickup General – 1/2 Ton Vehicles

**Project Priority:** B

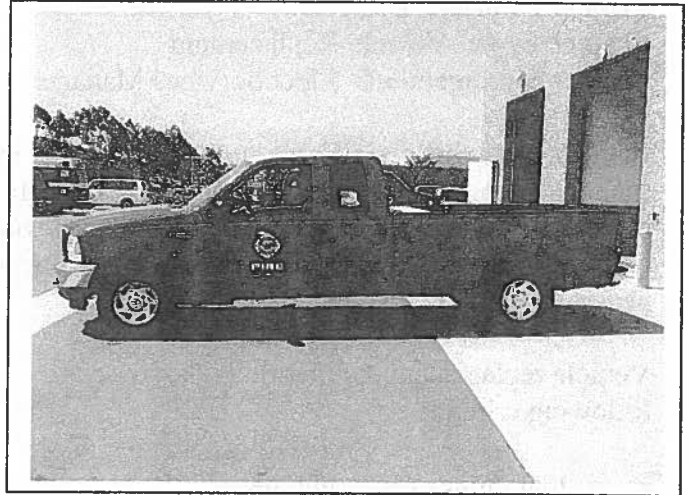
**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** These units are utilized by sections that need adequate cargo space. This project is for the replacement of one pickup general – 1/2 ton vehicle with one new pickup general – 1/2 ton vehicle.

Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager



The age and mileage targets for pickup general – 1/2 ton vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchase to occur in 2014/15; deferred from 2011/12

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Support)		\$41,527				\$41,527
<b>Total</b>	-	\$41,527	-	-	-	\$41,527

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

## Pickup General – 3/4 Ton Vehicles

**Project Priority:** B

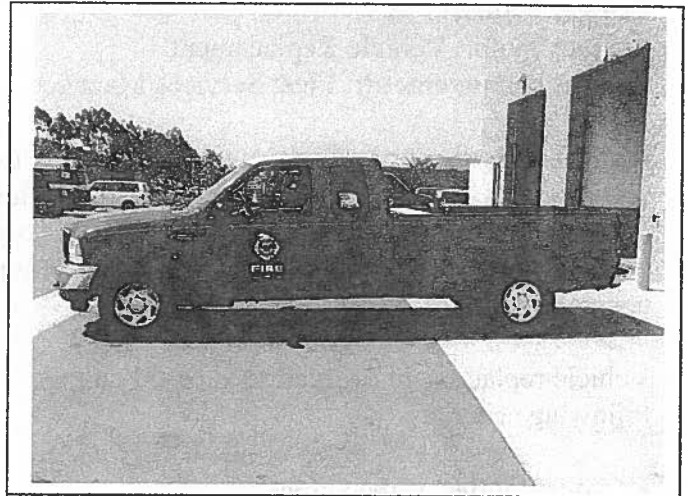
**Project Type:** Vehicle Replacement

**Project Management:** Fleet Services Manager

**Project Description:** These units are utilized by sections that need adequate cargo space. This project is for the replacement of three pickup general – 3/4 ton vehicles with three new pickup general – 3/4 ton vehicles.

Vehicle replacement evaluation is based on the following criteria:

- Actual miles of the vehicles
- Actual years of operation compared to expected years
- Evaluation of mechanical condition by the Fleet Services Manager
- Evaluation of the maintenance costs by the Fleet Services Manager



The age and mileage targets for pickup general – 3/4 ton vehicles are seven years and/or 120,000 miles. The projections for the replacement of these vehicles are based on age. However, mileage will be reviewed before a purchase is made, and the purchase may be deferred if warranted.

**Project Status:** Purchase to occur in 2013/14

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Support)	\$126,681					\$126,681
<b>Total</b>	\$126,681	-	-	-	-	\$126,681

**Impact on Operating Budget:** The replacement of older vehicles with high mileage reduces downtime and maintenance costs in the operating budget.

## Defibrillator Replacements

**Project Priority:** B

**Project Type:** Defibrillator Replacement

**Project Management:** Emergency Medical Services

**Project Description:** This significant, non-routine project is the planned replacement of approximately 100 defibrillators every sixth year. Defibrillators are automated devices that deliver a strong electric shock to patients with abnormal heart rhythm in order to restore a normal heart rhythm. The scheduled replacement of defibrillators will be necessary to maintain compliance with projected changes in Treatment Guideline regulations, as well as provide improved technology.

**Project Status:** Replacements to begin in 2016/17

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Vehicles (Support)				\$3,835,000		\$3,835,000
<b>Total</b>	-	-	-	\$3,835,000	-	\$3,835,000

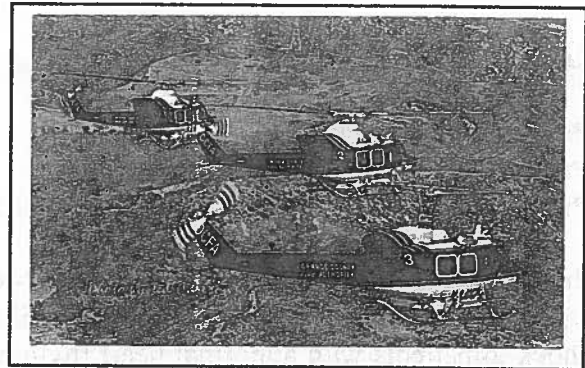
**Impact on Operating Budget:** There is no impact to the operating budget, which already includes \$20K for repairs that are not covered by the warranty.

## Helicopter Components

**Project Priority:** B

**Project Type:** Helicopter Component Replacement

**Project Management:** Special Operations



**Project Description:** This project will serve two purposes. First, it will purchase aircraft enhancements for our aircraft in the form of FastFins and Flight Directors. The FastFin system will improve the performance of our helicopters when working in hover operations, particularly at higher temperatures. This system will improve the margin of safety as well as the aircraft's performance in these situations during hoist operations where the aircraft are at a hover. The FastFin System compliments the Strakes that were already purchased and are on our aircraft when we purchased them. The OCFA desired to purchase the FastFin System when we originally acquired our 412s but they were not yet approved for the aircraft. The FastFin system now comes on all new Bell 412 aircraft as standard equipment. The FastFin System also improves crosswind performance capabilities and reduces fuel consumption during hoist operations. The system also improves payload (the amount of weight the aircraft carries) and reduces airframe fatigue which can result in lower maintenance costs. The second enhancement will be the purchase of Flight Directors. The Flight Director Control System will improve helicopter handling and augment stability during rescue and firefighting operations. It also reduces pilot workload in poor visibility conditions.

Included in this funding is the second part of this project which is to develop an inventory of vital helicopter replacement components such as critical instruments required for flight operations, cross and skid tubes and tail rotor blades. Also included is the final part of this project for the second five-year inspection and rescue hoist overhaul for Helicopter 1.

The role of the OCFA helicopters is to provide rescue and firefighting capability within the boundaries of Orange County. Helicopters are essential tools in remote rescue situations, wildland response, and flood emergencies.

**Project Status:** Ongoing

Description	2013/14	2014/15	2015/16	2016/17	2017/18	5-Yr. Total
<i>Project Cost</i>						
Helicopter Components	\$344,000	\$155,000	\$124,000	\$107,000	\$250,000	\$980,000
<b>Total</b>	<b>\$344,000</b>	<b>\$155,000</b>	<b>\$124,000</b>	<b>\$107,000</b>	<b>\$250,000</b>	<b>\$980,000</b>

**Impact on Operating Budget:** The purchase of the enhancements will lower maintenance costs through reduced airframe fatigue, which will also reduce fuel consumption. The scheduled replacement and immediate availability of helicopter components will ensure immediate aircraft readiness and control of the maintenance costs in the operating budget.

**PUBLIC HEARING - AGENDA ITEM NO. 8**  
**BOARD OF DIRECTORS MEETING**  
**May 23, 2013**

TO: Board of Directors, Orange County Fire Authority

FROM: Lori Zeller, Assistant Chief  
Business Services Department

SUBJECT: **Updated Cost Reimbursement Rates and Methodologies**

Summary:

This agenda item is submitted to review and approve the proposed changes to the Cost Reimbursement rates and methodologies.

Committee Action:

At its May 8, 2013, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

Recommended Actions:

1. Conduct a Public Hearing.
2. Adopt the proposed Cost Reimbursement Rate schedules effective July 1, 2013.

Background:

In 2010, a steering committee made up of executives from the United States Forest Service (USFS), CAL FIRE, Cal EMA, FIREScope, and the Association of Contract Counties met with the goal of ensuring that California continues to maintain its effective and efficient emergency response system. The primary concern was establishing a consistent cost reimbursement methodology for calculating average hourly and indirect cost rates (Administrative Rate) that are both fair to the requesting agency, as well as the sending agency, and are defensible, consistent, and transparent to outside auditors and the public.

***The Current Methodology:***

In 2011, CAL FIRE as the lead fire agency, along with various other state and federal agencies, completed the task of developing a fair, consistent, and equitable reimbursement rate methodology, regardless of the state or federal resource-ordering agency. All the agencies came to consensus that the ordering-agency should not be responsible for paying the fixed benefit cost of the sending agency and agreed to a rate calculation methodology consisting of ***marginal costs only***. The group has continued to meet in an effort to refine the methodology, with the latest meetings occurring in February of 2013. Cal EMA, as the state agency responsible for Fire and Emergency assistance to local, state and federal agencies, incorporated the new methodology into the California Fire Assistance Agreement (CFAA).

The CFAA outlines the methodologies and formulas participating agencies (including OCFA) are to use when developing reimbursement rates. This agreement is now part of the California Fire and Rescue Mutual Aid System Operating Plan.

***2013 CalEMA Revision to the Methodology***

CalEMA has recently proposed that *non-suppression* personnel, ordered through CFAA only, will require two separate rates. The first rate will be based on the average hourly rate for the job classification including benefits. This rate will be used to reimburse OCFA for the normal regularly scheduled hours an individual is assigned to an incident.

The second rate will be calculated based on the average hourly overtime rate for the job classification including benefits. The rate will be used to calculate the reimbursement amount for overtime hours worked at an incident. A series of workshops are scheduled this year to discuss reimbursement methodologies and specifically this proposed change. This change in methodology will result in additional administrative time to calculate a reimbursement claim.

***Proposed Calculation***

The proposed OCFA FY 2013/14 rate calculation (Attachment 1A) is consistent with the current CFAA requirements, and is based on the average hourly rate for each classification, times an overtime calculation of 1.5, plus all applicable benefits that are paid on overtime hours only and an Indirect Cost (Administrative) Rate. Based on the agreed-upon calculation, OCFA's updated proposed Indirect Cost Rate for FY 2013/14 is 15.06%, reduced from the current rate of 15.34%. The change is attributable to the addition of frontline personnel from Santa Ana, without adding a proportionate number of support personnel, thereby reducing our administrative overhead cost ratio. In addition, significant cost containment efforts over the last couple of years have helped reduce our overhead rate.

In the event the CalEMA proposal is approved, staff has also developed a second reimbursement schedule (Attachment 1B) with two rates for all non-suppression classifications. Additionally, we added three Hazmat units that will be used in the new Hazardous Materials Incidents Emergency Response Subscription Service Program to the equipment rates schedule (Attachment 2). The average percentage increase in the proposed Personnel Cost Reimbursement Rates is 2.79%. Some of the classifications reflect larger than average rate increases due to the minimal number of individuals in the classification, with those members having received merit increases, in addition to benefit cost increases. Three new classifications, Fire Captain/Hazmat, Fire Apparatus Engineer/Hazmat, and Firefighter/Hazmat were added this year to the rate schedule in order for OCFA to recover costs for those positions when responding to a reimbursable hazmat incident.

Upon approval of the rates, included as Attachment 1 and 2, OCFA Finance/Cost Recovery Section will use these rates for the following activity or program:

***Activity or Program***

- CAL FIRE, Cal EMA (Formerly OES), Cleveland National Forest (CNF) Fire/Incident response- Generally referred to as Assistance by Hire (ABH) rates
- Fire/Incident Restitution (including Hazmat)
- Special Event Stand-By
- Civil Witness
- Other Miscellaneous Billing

Impact to Cities/County:

Not Applicable.

Fiscal Impact:

The fiscal impact of the new rates will be based on the number of incidents that occur throughout the year and will be incorporated into the mid-year budget update.

Staff Contacts for Further Information:

Jim Ruane, Finance Manager/Auditor  
Business Services Department  
[jimruane@ocfa.org](mailto:jimruane@ocfa.org)  
(714) 573-6304

Gina Cheung, Accounting Manager  
Business Services Department  
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(714) 573-6303

Attachments:

1. Proposed Cost Reimbursement Rates – Personnel
  - a. Proposed Cost Reimbursement Rates – All Agencies except CalEMA
  - b. Proposed Cost Reimbursement Rates – CalEMA
2. Proposed Cost Reimbursement Rates –Equipment

**ORANGE COUNTY FIRE AUTHORITY**  
**COST REIMBURSEMENT RATES FOR ALL BILLING AGENCIES (EXCEPT CAL EMA)**  
**PERSONNEL**  
**EFFECTIVE JULY 1, 2013**

CLASSIFICATION	2012/13 ADOPTED RATE	2013/14 PROPOSED RATE	\$ CHANGE	% CHANGE
<b>SUPPRESSION PERSONNEL</b>				
FIRE DIVISION CHIEF	\$144.35	\$151.35	\$7.00	4.85%
FIRE BATTALION CHIEF	\$89.68	\$92.88	\$3.20	3.57%
FIRE CAPTAIN	\$67.76	\$69.48	\$1.72	2.54%
FIRE APPARATUS ENGINEER	\$58.30	\$60.16	\$1.86	3.19%
FIREFIGHTER	\$51.27	\$53.08	\$1.81	3.54%
FC/PARAMEDIC	\$75.60	\$77.57	\$1.97	2.60%
FAE/PARAMEDIC	\$66.15	\$68.25	\$2.10	3.17%
FF/PARAMEDIC	\$59.12	\$61.17	\$2.05	3.46%
FC/HAZMAT	N/A	\$73.52	N/A	N/A
FAE/HAZMAT	N/A	\$64.20	N/A	N/A
FF/HAZMAT	N/A	\$57.13	N/A	N/A
FF/HAZMAT PARAMEDIC	N/A	\$62.52	N/A	N/A
HAND CREW (FIREFIGHTER)	\$32.00	\$32.11	\$0.11	0.35%
HAND CREW SUPERVISOR (STAFF FIRE CAPTAIN)	\$96.20	\$99.11	\$2.91	3.02%
HAND CREW SUPERVISOR (STAFF FIREFIGHTER)	\$72.93	\$70.89	(\$2.04)	-2.80%
HEAVY FIRE EQUIPMENT OPERATOR	\$96.20	\$99.11	\$2.91	3.02%
FIRE PILOT	\$96.20	\$99.11	\$2.91	3.02%
LEAD FIRE PILOT	N/A	\$97.91	N/A	N/A
<b>NON-SUPPRESSION PERSONNEL</b>				
ACCT. SUPPORT SPEC./SR. ACCT. SUPPORT SPEC.	N/A	\$53.77	N/A	N/A
ACCOUNTANT	N/A	\$70.89	N/A	N/A
ASST. FIRE APPARATUS TECHNICIAN	\$49.71	\$54.65	\$4.94	9.93%
ASSISTANT FIRE MARSHALL	N/A	\$91.63	N/A	N/A
ASSISTANT IT MANAGER	N/A	\$126.09	N/A	N/A
COMMUNICATIONS INSTALLER	\$47.88	\$49.98	\$2.10	4.39%
COMMUNICATIONS TECHNICIAN	\$58.67	\$59.41	\$0.74	1.25%
EMERGENCY TRANSPORTATION TECH.	\$22.59	\$23.16	\$0.57	2.53%
FIRE APPARATUS TECHNICIAN	\$57.63	\$63.43	\$5.80	10.07%
FIRE COMM RELATATIONS/ED SUPV (PIO civilian)	\$73.17	\$74.09	\$0.92	1.26%
FIRE COMMUNICATIONS DISPATCHER	\$61.45	\$62.77	\$1.32	2.15%
FIRE COMMUNICATIONS SUPV.	\$69.11	\$69.98	\$0.87	1.26%
FIRE COMMUNITY RELATIONS/EDUC. SPEC.	\$63.63	\$64.43	\$0.80	1.25%
FIRE EQUIPMENT TECHNICIAN	\$43.21	\$40.35	(\$2.86)	-6.61%
FIRE HELICOPTER TECHNICIAN	\$70.90	\$74.00	\$3.10	4.37%
FLEET SERVICES COORDINATOR	\$72.85	\$73.76	\$0.91	1.25%
FLEET SERVICES SUPERVISOR	\$74.22	\$77.47	\$3.25	4.38%
GENERAL LABORER -EXTRA HELP	\$30.41	\$31.61	\$1.20	3.94%
GIS SPECIALIST	\$61.83	\$63.57	\$1.74	2.82%
INFORMATION TECHNOLOGY ANALYST	N/A	\$88.90	N/A	N/A
MEDICAL DIRECTOR	N/A	\$127.96	N/A	N/A
RESERVE FIREFIGHTER	\$1.86	\$2.04	\$0.18	9.50%
SERVICE CENTER LEAD	\$67.15	\$67.99	\$0.84	1.26%
SERVICE CENTER SUPERVISOR	\$78.69	\$82.14	\$3.45	4.38%
SR. ACCOUNTANT	N/A	\$98.45	N/A	N/A
SR. COMMUNICATIONS TECHNICIAN	\$66.92	\$67.76	\$0.84	1.25%
SR. FIRE APPARATUS TECHNICIAN	\$65.60	\$68.47	\$2.87	4.38%
SR. FIRE COMMUNICATIONS SUPV.	\$76.98	\$77.95	\$0.97	1.26%
SR. FIRE EQUIPMENT TECHNICIAN	\$53.48	\$52.22	(\$1.26)	-2.36%
SR. FIRE HELICOPTER TECHNICIAN	\$79.14	\$82.61	\$3.47	4.38%
SR. INFO TECHNOLOGY ANALYST	N/A	\$102.96	N/A	N/A
SUPERVISING PURCHASING AGENT	N/A	\$86.79	N/A	N/A
WILDLAND FIRE DEFENSE PLANNER	\$78.83	\$79.82	\$0.99	1.26%

Average **2.79%**

## Notes:

- 1 Included OCFA Proposed Indirect Cost Rate of 15.06%
- 2 Paramedic Rate is average hourly rate for that classification plus 15% of top step firefighter rate - \$4.26
- 3 HazMat Rate is average hourly rate for that classification plus \$2.13. Hazmat Paramedic rate is average hourly rate plus \$4.97.



**ORANGE COUNTY FIRE AUTHORITY**  
**COST REIMBURSEMENT RATES FOR CAL EMA BILLINGS**  
**PERSONNEL**  
**EFFECTIVE JULY 1, 2013**

CLASSIFICATION	2012/13 ADOPTED RATE	2013/14 PROPOSED REGULAR RATE (1)	\$ CHANGE	% CHANGE	2013/14 PROPOSED OT RATE (1)	\$ CHANGE	% CHANGE
<b>SUPPRESSION POSITIONS</b>							
FIRE DIVISION CHIEF	\$144.35				\$151.35	\$7.00	4.85%
FIRE BATTALION CHIEF	\$89.68				\$92.88	\$3.20	3.57%
FIRE CAPTAIN	\$67.76				\$69.48	\$1.72	2.54%
FIRE APPARATUS ENGINEER	\$58.30				\$60.16	\$1.86	3.19%
FIREFIGHTER	\$51.27				\$53.08	\$1.81	3.54%
FC/PARAMEDIC	\$75.60				\$77.57	\$1.97	2.60%
FAE/PARAMEDIC	\$66.15				\$68.25	\$2.10	3.17%
FF/PARAMEDIC	\$59.12				\$61.17	\$2.05	3.46%
FC/HAZMAT	N/A				\$73.52	N/A	N/A
FAE/HAZMAT	N/A				\$64.20	N/A	N/A
FF/HAZMAT	N/A				\$57.13	N/A	N/A
FF/HAZMAT PARAMEDIC	N/A				\$62.52	N/A	N/A
HAND CREW (FIREFIGHTER)	\$32.00				\$32.11	\$0.11	0.35%
HAND CREW SUPERVISOR (STAFF FIRE CAPTAIN)	\$96.20				\$99.11	\$2.91	3.02%
HAND CREW SUPERVISOR (STAFF FIREFIGHTER)	\$72.93				\$70.89	(\$2.04)	-2.80%
HEAVY FIRE EQUIPMENT OPERATOR	\$96.20				\$99.11	\$2.91	3.02%
FIRE PILOT	\$96.20				\$99.11	\$2.91	3.02%
LEAD FIRE PILOT	N/A				\$97.91	N/A	N/A
<b>NON-SUPPRESSION POSITIONS - TWO DIFFERENT RATES</b>							
ACCT. SUPPORT SPEC./SR. ACCT. SUPPORT SPEC.	N/A	\$55.35	N/A	N/A	\$53.77	N/A	N/A
ACCOUNTANT	N/A	\$70.71	N/A	N/A	\$70.89	N/A	N/A
ASST. FIRE APPARATUS TECHNICIAN	\$49.71	\$56.70	\$6.99	14.07%	\$54.65	\$4.94	9.93%
ASSISTANT FIRE MARSHALL	N/A	\$97.22	N/A	N/A	\$91.63	N/A	N/A
ASSISTANT IT MANAGER	N/A	\$128.27	N/A	N/A	\$126.09	N/A	N/A
COMMUNICATIONS INSTALLER	\$47.88	\$52.51	\$4.63	9.67%	\$49.98	\$2.10	4.39%
COMMUNICATIONS TECHNICIAN	\$58.67	\$60.41	\$1.74	2.97%	\$59.41	\$0.74	1.25%
EMERGENCY TRANSPORTATION TECH.	\$22.59	\$27.91	\$5.32	23.53%	\$23.16	\$0.57	2.53%
FIRE APPARATUS TECHNICIAN	\$57.63	\$64.57	\$6.94	12.05%	\$63.43	\$5.80	10.07%
FIRE COMM RELATIONS/ED SUPV (PIO civilian)	\$73.17	\$73.58	\$0.41	0.56%	\$74.09	\$0.92	1.26%
FIRE COMMUNICATIONS DISPATCHER	\$61.45	\$63.43	\$1.98	3.22%	\$62.77	\$1.32	2.15%
FIRE COMMUNICATIONS SUPV.	\$69.11	\$69.89	\$0.78	1.13%	\$69.98	\$0.87	1.26%
FIRE COMMUNITY RELATIONS/EDUC. SPEC.	\$63.63	\$64.91	\$1.28	2.01%	\$64.43	\$0.80	1.25%
FIRE EQUIPMENT TECHNICIAN	\$43.21	\$43.88	\$0.67	1.55%	\$40.35	(\$2.86)	-6.61%
FIRE HELICOPTER TECHNICIAN	\$70.90	\$74.05	\$3.15	4.45%	\$74.00	\$3.10	4.37%
FLEET SERVICES COORDINATOR	\$72.85	\$73.29	\$0.44	0.61%	\$73.76	\$0.91	1.25%
FLEET SERVICES SUPERVISOR	\$74.22	\$77.16	\$2.94	3.97%	\$77.47	\$3.25	4.38%
GENERAL LABORER -EXTRA HELP	\$30.41	\$36.03	\$5.62	18.49%	\$31.61	\$1.20	3.94%
GIS SPECIALIST	\$61.83	\$64.15	\$2.32	3.74%	\$63.57	\$1.74	2.82%
INFORMATION TECHNOLOGY ANALYST	N/A	\$86.87	N/A	N/A	\$88.90	N/A	N/A
MEDICAL DIRECTOR	N/A	\$129.95	N/A	N/A	\$127.96	N/A	N/A
RESERVE FIREFIGHTER	\$1.86	\$2.75	\$0.89	47.68%	\$2.04	\$0.18	9.50%
SERVICE CENTER LEAD	\$67.15	\$68.11	\$0.96	1.43%	\$67.99	\$0.84	1.26%
SERVICE CENTER SUPERVISOR	\$78.69	\$81.36	\$2.67	3.39%	\$82.14	\$3.45	4.38%
SR. ACCOUNTANT	N/A	\$103.38	N/A	N/A	\$98.45	N/A	N/A
SR. COMMUNICATIONS TECHNICIAN	\$66.92	\$67.90	\$0.98	1.47%	\$67.76	\$0.84	1.25%
SR. FIRE APPARATUS TECHNICIAN	\$65.60	\$69.09	\$3.49	5.32%	\$68.47	\$2.87	4.38%
SR. FIRE COMMUNICATIONS SUPV.	\$76.98	\$77.04	\$0.06	0.08%	\$77.95	\$0.97	1.26%
SR. FIRE EQUIPMENT TECHNICIAN	\$53.48	\$54.51	\$1.03	1.92%	\$52.22	(\$1.26)	-2.36%
SR. FIRE HELICOPTER TECHNICIAN	\$79.14	\$81.77	\$2.63	3.32%	\$82.61	\$3.47	4.38%
SR. INFO TECHNOLOGY ANALYST	N/A	\$99.47	N/A	N/A	\$102.96	N/A	N/A
SUPERVISING PURCHASING AGENT	N/A	\$84.96	N/A	N/A	\$86.79	N/A	N/A
WILDLAND FIRE DEFENSE PLANNER	\$78.83	\$78.72	(\$0.11)	-0.15%	\$79.82	\$0.99	1.26%

## Notes:

1 Included OCFA Proposed Indirect Cost Rate of 15.06%

2 Paramedic Rate is average hourly rate for that classification plus 15% of top step firefighter rate - \$4.26

3 HazMat Rate is average hourly rate for that classification plus \$2.13. Hazmat Paramedic rate is average hourly rate plus \$4.97.

**ORANGE COUNTY FIRE AUTHORITY**  
**COST REIMBURSEMENT HOURLY RATES**  
**EQUIPMENT**  
**EFFECTIVE July 1, 2013**

DESCRIPTION	2012/13 RATE	2013/14 RATE	\$ CHANGE	% CHANGE	SOURCE
TYPE 1 ENGINE	\$85.00	\$85.00	\$0.00	0.00%	FEMA
TYPE 2 ENGINE	\$70.00	\$70.00	\$0.00	0.00%	FEMA
TYPE 3 ENGINE	\$70.00	\$70.00	\$0.00	0.00%	FEMA
TRUCK/QUINT	\$85.00	\$85.00	\$0.00	0.00%	FEMA
PATROL UNIT	\$70.00	\$70.00	\$0.00	0.00%	FEMA
AIRPORT CRASH UNIT	\$85.00	\$85.00	\$0.00	0.00%	FEMA
CREW CARRYING VEHICLE	\$20.00	\$20.00	\$0.00	0.00%	FEMA
DOZER TRANSPORT	\$65.25	\$65.25	\$0.00	0.00%	FEMA
DOZER	\$65.00	\$65.00	\$0.00	0.00%	FEMA
DOZER TRAILER	\$12.50	\$12.50	\$0.00	0.00%	FEMA
DOZER TENDER	\$20.00	\$20.00	\$0.00	0.00%	FEMA
GRADER	\$58.00	\$58.00	\$0.00	0.00%	FEMA
LOADER	\$40.00	\$40.00	\$0.00	0.00%	FEMA
DUMP TRUCK	\$65.00	\$65.00	\$0.00	0.00%	FEMA
MEDIC UNIT	\$4.54	\$4.54	\$0.00	0.00%	Cal EMA
MECHANIC SERVICE TRUCK	\$3.58	\$3.58	\$0.00	0.00%	FEMA
WATER TENDER	\$31.00	\$31.00	\$0.00	0.00%	FEMA
FUEL TENDER	\$31.00	\$31.00	\$0.00	0.00%	FEMA
AIR/LIGHT UTILITY	\$24.00	\$24.00	\$0.00	0.00%	FEMA
FIRE COMMAND UNIT	\$20.00	\$20.00	\$0.00	0.00%	FEMA
SPORT UTILITY VEHICLE	\$4.00	\$4.00	\$0.00	0.00%	Cal EMA
PICKUP	\$3.58	\$3.58	\$0.00	0.00%	Cal EMA
SEDAN	\$1.96	\$1.96	\$0.00	0.00%	Cal EMA
VAN	\$4.54	\$4.54	\$0.00	0.00%	Cal EMA
HAZMAT (Unit 4)	\$0.00	\$85.00	\$85.00	N/A	FEMA
HAZMAT (Unit 79)	\$0.00	\$85.00	\$85.00	N/A	FEMA
HAZMAT (Unit 204)	\$0.00	\$20.00	\$20.00	N/A	FEMA
HELICOPTER - BELL SUPER HUEY	\$1,582.62	\$1,582.62	\$0.00	0.00%	OCFA
HELICOPTER - BELL 412	\$3,472.24	\$3,472.24	\$0.00	0.00%	OCFA

Effective FY 13/14 Hourly Rates are based on 16 hour daily schedule.

**PUBLIC HEARING - AGENDA ITEM NO. 9**  
**BOARD OF DIRECTORS MEETING**  
**May 23, 2013**

TO: Board of Directors, Orange County Fire Authority

FROM: Lori Zeller, Assistant Chief  
Business Services Department

SUBJECT: **Approval of the Updated OCFA Advanced Life Support (ALS) Paramedic and Basic Life Support (BLS) Medical Supplies Reimbursement Rates**

Summary:

This agenda item is submitted to review and approve the proposed Advanced Life Support (ALS) and Basic Life Support (BLS) Medical Supply reimbursement rates to be effective upon approval by the County Board of Supervisors of the BLS Rate.

Committee Action:

At its May 8, 2013, meeting, the Budget and Finance Committee reviewed and unanimously recommended approval of this item.

Recommended Actions:

1. Conduct a Public Hearing.
2. Upon approval of the proposed increase to the maximum BLS emergency 9-1-1 transportation billing rate by the Orange County Board of Supervisors, authorize staff to increase OCFA's Advanced Life Support (ALS) and Basic Life Support (BLS) Medical Supply reimbursement rates by the same percentage increase effective on or after May 24, 2013.

Background:

The County of Orange currently establishes the maximum county-wide billing rates for Advanced Life Support (ALS) and Basic Life Support (BLS) services. These rates are the maximum amounts that ambulance providers can charge patients for 9-1-1 emergency transportation services.

The 9-1-1 Emergency Ambulance Contracts administered by OCFA include the rates at which the OCFA will be reimbursed for paramedic services and expendable medical supplies. Under the terms of the 9-1-1 Emergency Ambulance Contracts, those rates may be updated annually and are limited by the following parameters:

- The reimbursement rates cannot exceed the OCFA's actual cost of providing the services.
- Increases to the reimbursement rates are limited by the annual percentage increase in the BLS maximum emergency 9-1-1 transportation billing rate as updated annually by the County Board of Supervisors.

***FY 2013/14 Reimbursement Rates Calculation***

The County's 2013/14 proposed increase to the BLS and ALS maximum emergency 9-1-1 transportation billing rate is 2.00% which reflects the adjustments utilizing the Orange County Board of Supervisors (BOS) approved BLS/ALS rate setting policy. The County BOS may approve an adjustment that is different than the proposed rate. This item is tentatively scheduled for the July 17, 2013, Board of Supervisors' meeting. In the event that the County BOS approve the rates, the staff recommendation is to allow the OCFA rates to become effective concurrently with the County BOS effective date, rather than wait for the next OCFA Board of Directors meeting in July 2013.

Below is a chart showing the current and proposed OCFA reimbursement rates, which can be approved by the OCFA Board of Directors, with the effective date pending subsequent approval by the County Board of Supervisors:

	<b>ALS Paramedic Services</b>	<b>BLS Expendable Medical Supplies</b>
Current OCFA Maximum Reimbursement Rates	\$269.00	\$30.05
Proposed Maximum Reimbursement Rates for 2013/14 (per County's calculated 2.00% increase)	\$274.38	\$30.65
Proposed 2.00% Change in Dollars	\$5.38	\$0.60
OCFA Full Marginal Cost Recovery 2013/14	\$446.60	\$37.31
% Increase Required to Achieve Full Marginal Cost Recovery	38.56%	17.85%

***Review of Proposed Reimbursement Rates:***

Staff has taken / or will take the following actions to validate the proposed OCFA ALS paramedic and BLS medical supplies reimbursement rates:

- ***Review by an Independent Certified Public Accounting firm*** – The proposed reimbursement rates were developed by OCFA staff based on the FY 2013/14 approved budget for salaries and employee benefits, services and supplies, and equipment and vehicle replacement costs. Those rate calculations were reviewed by Lance Soll & Lunghard (LSL), an independent firm of certified public accountants. LSL determined that the proposed rates are a reasonable representation of the OCFA's marginal costs to provide the services. Although the OCFA's actual costs exceed the amounts to be reimbursed under the proposed rates, LSL determined that those rates have been appropriately limited by the maximum 2.00% increase to the BLS billing rate proposed by the County Healthcare Agency. A copy of LSL's report is included as an Attachment.
- ***Approval by the Orange County Emergency Medical Care Committee (EMCC)*** – OCFA staff will present the proposed rates to the County's Emergency Medical Care Committee. The Committee is comprised of members from the public, representatives from the County Board of Supervisors, and various healthcare providers throughout Orange County. The next EMCC meeting is scheduled for June 28, 2013. As part of the agenda, the Committee will be requested to approve the proposed reimbursement rates prior to the Board of Supervisors meeting.

Impact to Cities/County:

Not Applicable.

Fiscal Impact:

If approved, the ALS/BLS Reimbursement rate increases will result in a potential revenue increase to OCFA, over and above the 2013/14 revenue budget, by approximately \$36,000.

Staff Contacts for Further Information:

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Bill Lockhart, Battalion Chief  
Emergency Medical Services  
[billlockhart@ocfa.org](mailto:billlockhart@ocfa.org)  
(714) 573-6071

Attachment:

Lance Soll & Lunghard – Independent Accountants’ Report on Applying Agreed-Upon Procedures (Evaluation of Advanced Life Support & Medical Supply reimbursement rates)

- David E. Hale, CPA, CFP
- Donald G. Slater, CPA
- Richard K. Kikuchi, CPA
- Susan F. Matz, CPA
- Shelly K. Jackley, CPA
- Bryan S. Gruber, CPA
- Deborah A. Harper, CPA

*Brandon W. Burrows, CPA, Retired*

## INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Jim Ruane, Finance Manager/Auditor  
Orange County Fire Authority  
Irvine, California

The County of Orange ("County") establishes the maximum county-wide billing rates for Advanced Life Support ("ALS") and Basic Life Support ("BLS") services. Since 2004, the reimbursement rates have been updated annually at public hearings by the Orange County Board of Supervisors, in conjunction with the adoption of the County's maximum ALS and BLS billing rates. These rates are the maximum amounts that ambulance providers can charge patients for 911 emergency transportation services. The ambulance providers reimburse a portion of the ALS and BLS charges to the Orange County Fire Authority ("OCFA"). Each year, the OCFA calculates the ALS and BLS billing rates to be used for the forthcoming fiscal year. OCFA's paramedic and medical supplies reimbursement rates are approved by the OCFA Board of Directors at a public hearing.

We have performed the procedures enumerated below, which were agreed to by the management of the OCFA, solely to assist the OCFA in evaluating the ALS and BLS Cost Calculations (Calculations) for providing ALS and BLS services to ambulance companies. The calculations are to be used during the fiscal year ending June 30, 2014. The OCFA's management is responsible for the Calculations. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the *American Institute of Certified Public Accountants*. The sufficiency of these procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures performed and the results of those procedures are as follows:

1. The County's Emergency Medical Services ("EMS") Division determined that the OCFA's reimbursement rates are specific to the OCFA and should not be combined with the countywide maximum billing rate. The County determined that any updates to the OCFA's paramedic and medical supplies reimbursement rates should be approved by the OCFA's Board of Directors, while the County will continue to determine the maximum emergency 911 ambulance transportation billing rates each year. The OCFA contracts with ambulance providers to establish the rates at which the OCFA will be reimbursed for paramedic services and medical supplies. Under the terms of the existing 911 Emergency Ambulance Contracts, those rates may be updated annually and are limited by the following:
  - Reimbursement rates cannot exceed the OCFA's actual cost of providing the services.
  - Reimbursement rates are limited by the annual percentage increase in the BLS maximum emergency 911 transportation billing rate as updated by the Orange County Board of Supervisors.



Jim Ruane, Finance Manager/Auditor  
Orange County Fire Authority  
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We obtained the ALS and BLS Cost Calculations to be used for the year ending June 30, 2014. We compared our understanding of the requirements of the Calculations to the formats used by the OCFA to calculate the billing rates.

**Findings:** We noted no exceptions as a result of our procedures.

2. The ALS Cost Calculation (Exhibit 1) included three sections: non-vehicle costs, vehicle costs and rate comparison. We obtained a copy of the proposed budget for the year ending June 30, 2014, to support certain costs in the non-vehicle section.

Non-vehicle costs reported in the ALS Cost Calculation included amounts for salaries and employee benefits (91.7%), services and supplies (2.4%), and equipment replacement costs (5.9%). For salaries and benefits, we compared those amounts reported on the Calculation to the OCFA's proposed budget for the fiscal year ending June 30, 2014. For services and supplies, we compared the amount reported on the Calculation for EMS Section - Direct to the budget. We noted that amounts reported for equipment replacement costs were for costs associated for cardiac defibrillators/monitors.

For the non-vehicle costs section, we recalculated the \$400.80 reported under the column "Cost per ALS Assessment Transport".

**Findings:** We noted no exceptions as a result of our procedures.

3. The vehicle costs section of the ALS Cost Calculation included amounts for maintenance and fuel costs and replacement costs.

The maintenance and fuel costs for the thirteen (13) paramedic vans ("vans") was calculated by taking the mileage driven for the year to arrive at the total mileage. The costs were then determined by taking the total mileage and multiplying it by the IRS 2012 mileage rate of \$0.555 to arrive at the maintenance and fuel costs for these vans. We compared the annual mileage reported to a paramedic van mileage log maintained by the OCFA. We ascertained the mathematical accuracy of the \$112,235 reported as maintenance and fuel costs.

The replacement cost was determined by taking the replacement cost of the fifteen (15) vans and dividing it by the estimated useful life of four years for each vehicle. We agreed the reported replacement costs to list of vehicles to be replaced. We ascertained the mathematical accuracy of the \$431,540 reported as replacement costs.

**Findings:** We noted no exceptions as a result of our procedures.

4. Reimbursement rates cannot exceed the OCFA's actual cost of providing the services. We compared the anticipated cost of OCFA providing these services of \$446.60 to the proposed OCFA ALS reimbursement rate of \$274.38.

**Findings:** We noted no exceptions as a result of our procedures.

5. The County establishes the maximum county-wide billing rates that ambulance providers can charge patients for 911 emergency transportation services. We compared the proposed County maximum ALS billing rate of \$387.30 to the proposed OCFA ALS reimbursement rate of \$274.38.

**Findings:** We noted no exceptions as a result of our procedures. The calculated reimbursement rate for ALS did not appear to exceed the OCFA's actual cost of providing the service.



Jim Ruane, Finance Manager/Auditor  
Orange County Fire Authority  
Page 3

6. The BLS Cost Calculation (Exhibit 2) included an amount for projected 13/14 BLS costs and a projection for the number of transports. It also included a comparison of the projected cost per transport to the maximum BLS billing rate allowed by the County.

For 13/14 BLS costs reported on the BLS Cost Calculation, we compared that amount to the OCFA's proposed budget for the fiscal year ending June 30, 2014. For the number of transports reported on the BLS Cost Calculation, we compared that number to an "Estimated Transports by Pay Category" worksheet prepared by the OCFA.

**Findings:** We noted no exceptions as a result of our procedures.

7. BLS reimbursement rates are limited by the annual percentage increase in the BLS maximum emergency 911 transportation billing rate as updated by the Orange County Board of Supervisors. That proposed maximum percentage increase of BLS Base Rate is 2.0% per year and the overall increase is 2.0% by the County.

We verified the mathematical accuracy of the cost per transport of \$37.31. We verified that the calculation of the maximum reimbursement rate of \$30.65 was mathematically correct. We verified that the cost per transport met or exceeded the maximum reimbursement rate calculated by the OCFA.

**Findings:** We noted no exceptions as a result of our procedures. The calculated reimbursement rate for BLS did not appear to exceed the OCFA's actual cost of providing the service.

We were not engaged to, and did not, perform an audit, the objective of which would be the expression of an opinion on the specified elements, accounts, or items. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to the OCFA.

This report is intended solely for the use of the OCFA's management and should not be used by those who have not agreed to the procedures and taken responsibility for the sufficiency of the procedures for their purpose.

*Lance, Soll & Loughard, LLP*

Brea, California  
April 24, 2013



**Orange County Fire Authority  
ALS and BLS Cost Calculation  
For Fiscal Year 2013-14**

**Exhibit 1**

Prepared by the OCFA

	<b>FY 2013-14 Proposed Budget</b>	<b>Cost per ALS Assessment/ Transport</b>
Salaries and Employee Benefits:		
EMS Section - Direct	\$ 1,148,771	
Paramedic Pay	7,292,588	
Support Staff	<u>62,439</u>	
<b>Subtotal</b>	<b>8,503,798</b>	
Services and Supplies:		
EMS Section - Direct	159,240	
Auditing Costs - Ambulance Providers	25,000	
Legal/Quality Assurance/Admin Costs	<u>40,000</u>	
<b>Subtotal</b>	<b>224,240</b>	
Equipment Replacement Costs (Defibrillators)	<u>547,857</u> *	
* annual replacement costs		
<b>Subtotal - Non-Vehicle Costs</b>	<b>9,275,895</b>	<b>\$ 400.80 (1)</b>
Vehicle Costs:		
Annual Mileage for 13 Paramedic Vans	202,226	
Average # of Miles per Vehicle	15,556	
Number of Operating Paramedic Vans	13	
Mileage Rate as Allowed by IRS (2012)	0.555	
Maintenance and Fuel Costs (Mileage for 13 Paramedic Vans x IRS Rate)	112,235	
Replacement - paramedic vans Per 09/10 - 11/12 Budget	1,726,160	
Estimated Life per Vehicle	4 years	
Replacement Cost	<u>431,540</u>	
<b>Subtotal - Vehicle Costs</b>	<b>543,775</b>	<b>45.80 (2)</b>
<b>TOTAL COSTS</b>	<b><u>\$ 9,819,670</u></b>	
<b>OCFA ALS MARGINAL COSTS PER ASSESSMENT/ TRANSPORT</b>		<b><u>\$ 446.60</u></b>
<b>PROPOSED OCFA ALS REIMBURSEMENT RATE</b>		<b>\$ 274.38 (3)</b>
Ambulance provider administrative and contractual write-off collection costs		<u>112.92</u>
<b>PROPOSED MAXIMUM ALS BILLING RATE</b>		<b><u>\$ 387.30 (4)</u></b>

- (1) Represents non-vehicle costs, net of \$879,014 (D-1) of Medicare recovery, prorated for the non-vehicle costs, divided by 21,072 (E-1 p.1) applicable ALS transports (billable non-Medicare transports, mutual aid transports and transports for Buena Park, San Clemente, Santa Ana, and Westminster)
- (2) Represents vehicle costs, net of \$48,676 (D-1) of Medicare recovery, prorated for the vehicle costs, divided by 10,809 (E-1 p.1) applicable ALS transports (billable non-Medicare transports and mutual aid transports). Transports in Buena Park, San Clemente, Santa Ana, and Westminster are excluded from this calculation because paramedic van services are not provided in these cities.
- (3) The proposed updated marginal ALS paramedic reimbursement rate is limited to the percentage increase in the BLS Base Rate set by the Orange County Board of Supervisors and cannot exceed the cost of providing the services. The BLS Base Rate increase for FY 2013-14 has been proposed as 2.0%. (F-2)
- (4) Proposed ALS Rate based on BLS increase of 2.0%

2013-14

2013 Medicare ALS1 Reimbursement Rate	\$ 76.25
Estimated # of Medicare Transports	11,528

<b>Estimated Medicare Recovery Revenues</b>	<b>879,010</b>
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Transports:

ALS Transports - Billable, non-Medicare and mutual aid transports, and transports for Buena Park, San Clemente, and Westminster	21,072
ALS Transports - Billable, non-Medicare transports, and mutual aid transports	10,809

**Orange County Fire Authority  
Finance/Cost Accounting  
Paramedic Program marginal cost  
Medical Supplies Rates**

Exhibit 2

Prepared by the OCFA

		12/13		13/14		
		12/13 rate	% increase	BLS Base Rate	BLS Base Rate	Max Reimb
					% increase	
FY 13/14 costs:	\$ 1,805,636					
transports	<u>48,391</u>					
Per transport	<u>\$ 37.31</u>	\$ 30.05	24.17%	\$ 717.07	\$ 731.41	2.00%
Recoverable costs	\$ 1,141,785					8.69%
Unrecoverable costs:						\$32.66
Mutual Aid	51,045					
Buena Park	118,943					
San Clemente	80,510					
Santa Ana	283,209					
Westminster	<u>130,137</u>					
Total	<u>1,805,629</u>					
Potential revenue	<u>1,141,785</u>					
Estimated subsidy	<u>\$ 663,844</u>					

Actual % of increase based on County's Proposed Rate

NOTE: The proposed updated marginal ALS paramedic reimbursement rate is limited to the percentage increase in the BLS Base Rate set by the Orange County Board of Supervisors and cannot exceed the cost of providing the services.

**DISCUSSION CALENDAR - AGENDA ITEM NO. 10**  
**BOARD OF DIRECTORS MEETING**  
**May 23, 2013**

TO: Board of Directors, Orange County Fire Authority

FROM: Lori Zeller, Assistant Chief  
Business Services Department

SUBJECT: **Review of Proposed Emergency Services Consulting, Inc. (ESCi) Scope of Work for the City of Irvine**

Summary:

This item is submitted to review a proposal from the City of Irvine for OCFA to waive a conflict of interest associated with ESCi performing an Irvine Fire Service/Cost Analysis Study, in relation to equity discussions.

Committee Action:

At its May 15, 2013, meeting, the Equity Working Group Ad Hoc Committee reviewed and unanimously recommended approval of this item.

Recommended Action:

Review the City of Irvine's proposed Scope of Work with ESCi and approve Irvine's request for OCFA to waive the conflict of interest.

Background:

In March 2012, the Board of Directors took action to form an Ad Hoc Committee for the purposes of studying equity issues, and evaluating the merits of performing an updated Equity Study. Following that action, the Ad Hoc Committee (otherwise known as the Equity Working Group) was formed and work has been underway, as directed. The Equity Working Group (EWG) is comprised of the following Committee members:

1. Steve Weinberg, Board Member, Dana Point, Structural Fire Fund (SFF) – Committee Chair
2. Al Murray, Board Member, Tustin, Cash Contract City (CCC) – Committee Vice Chair
3. Jeff Lalloway, Board Member, Irvine, SFF
4. Trish Kelley, Board Member, Mission Viejo, SFF
5. Troy Butzlaff, City Manager, Placentia, CCC
6. Bruce Channing, City Manager, Laguna Hills, SFF
7. Bob Dunek, City Manager, Lake Forest, SFF
8. Sean Joyce, City Manager, Irvine, SFF
9. Steve Franks, County CEO Delegate, SFF

Initial recommendations developed by the EWG included:

- The EWG recommended that an updated Equity Study *not be performed*, as this topic had already been studied extensively in the past.

- The EWG recommended that discussions continue regarding potential options for mitigating the equity concerns.

As the EWG engaged in discussions for mitigating equity concerns, personnel from the City of Irvine expressed an interest to retain the services of Emergency Services Consulting, Inc. (ESCi) for performance of an Irvine Fire Department Feasibility Study. Since ESCi has already been retained by OCFA for performance of a Standards of Cover analysis (i.e., a study to review OCFA's service deployment and response time standards), ESCi indicated that its existing contract with OCFA presents a potential conflict of interest for them unless the OCFA Board grants a waiver. As a result, Irvine personnel are requesting that OCFA consider waiving the conflict of interest. A proposed Scope of Work is attached for consideration by the Board.

Meanwhile, both OCFA and Irvine staff have continued dialogue to identify potential options for mitigating equity concerns. To date, the following options have been explored:

- A. Increased Frequency/Mandatory Allocations to Structural Fire Fund Entitlement Fund
- B. Modified Factors/Formula for Allocations to Structural Fire Fund Entitlement Fund
- C. True Library Model (Freeze Revenue to OCFA @ Base Year + 2% Growth)
- D. Modified Library Model (Cap Revenue to OCFA @ Prior Year SFF + 2% Growth)
- E. Modified No-Growth Library Model (Freeze Revenue to OCFA @ Base Year + 0% Growth)
- F. RDA Residual Model (Carve Off Future Tax Increment Flowing to OCFA from RDA Residual)
- G. Legislation to Ease Restriction on Use of Structural Fire Fund Dollars
- H. Pass-Through of Unrestricted General Fund Revenue
- I. Irvine Conversion from Structural Fire Fund to Cash Contract City
- J. Construction of Joint IPD-Fire Facility (Bond Financing or Cash Contributions)
- K. Average SFF Rate Rebate Model (Applicable to Eligible SFF Members via Formula)
- L. Irvine Withdrawal from OCFA & Formation of Irvine Fire Department

In exchange for all of the equity measures that may be pursued on behalf of Irvine, OCFA staff has discussed the inclusion of a provision which would commit the City of Irvine to remain with OCFA through the end of the current Joint Powers Agreement term, which is June 30, 2030.

Of the above concepts identified, some were dismissed due to lack of feasibility or because the concept failed to adequately mitigate the equity concerns. Of note, two concepts were found to be potentially viable by OCFA (items J and K) and, therefore, a greater amount of dialogue has occurred (and continues to occur) surrounding those two concepts.

At the last EWG meeting on May 15, 2013, the Committee took the following actions:

- The EWG reviewed the City of Irvine's proposed Scope of Work with Emergency Services Consulting, Inc. (ESCi), and unanimously recommended that the Board approve the request to waive conflict of interest.
- The EWG directed staff to continue discussions with the City of Irvine regarding options to mitigate equity concerns.

Impact to Cities/County:

The impact to member cities and the County will depend upon the outcome of the Standards of Cover review, the Irvine Fire Service/Cost Analysis Study, the equity discussions, and the future direction taken by the City of Irvine. Staff will provide periodic updates to the Board regarding work being performed by the EWG.

Fiscal Impact:

The City of Irvine will fund the Irvine Fire Service/Cost Analysis Study contract with ESCi, possibly through use of funds on deposit in the Structural Fire Fund Entitlement Fund on behalf of the City of Irvine.

Staff Contacts for Further Information:

Keith Richter, Fire Chief

[keithrichter@ocfa.org](mailto:keithrichter@ocfa.org)

(714) 573-6010

Lori Zeller, Assistant Chief

Business Services Department

[lorizeller@ocfa.org](mailto:lorizeller@ocfa.org)

(714) 573-6020

Attachment:

Proposed ESCi Scope of Work – Irvine Fire Service/Cost Analysis



## About ESCI

### *ESCI Capabilities*

Emergency Services Consulting International (ESCI) is an international firm providing specialized, high quality, professional fire, police, communications, and EMS consulting services to organizations throughout the United States and Canada. ESCI has been meeting the needs of emergency services agencies since 1976 and is considered by many to be the nation's leader in emergency services consulting. Utilizing a staff of six personnel and over 40 field consultants nationwide, ESCI provides consulting services to municipalities, districts, nonprofit organizations, and the industrial and commercial community.

ESCI is recognized as an expert in the field by the emergency service community. This is confirmed by our ongoing relationship with the International Association of Fire Chiefs (IAFC), the United States Department of Defense, the Western Fire Chiefs Association, the National Fallen Firefighters Foundation, the National Volunteer Fire Council, and the hundreds of clients we serve from coast to coast.

Since the beginning, ESCI has operated on the principles of honesty, integrity, and service. ESCI's philosophy is to maintain an active involvement within the emergency service disciplines and related fields, staying ahead of the rapid changes and issues facing our clients.

The mission of ESCI is to **improve public safety by facilitating the best, most advanced policy decisions.**

*...facilitating the  
best, most advanced  
policy decisions*

We will accomplish this by providing the highest value of consulting services and educational programs. ESCI utilizes a team of professionals committed to offering highly beneficial programs covering current and anticipated fire, police, communications, emergency management, and emergency medical services issues and needs.

We provide a wide array of services including organization audits and evaluations; cooperative effort and consolidation; health and safety evaluations; master, strategic, and growth management plans; deployment planning; hazard mitigation planning; executive searches; assessment centers; and customized consulting. ESCI has helped improve emergency services in hundreds of communities throughout the country. Our innovative training programs are improving the way organizations and people work.

ESCI encourages creative solutions to complex system dilemmas. The firm recognizes the cultural, economic, operational, legal, and political realities of the local environment. ESCI avoids pre-conceived biases in order to develop and implement imaginative and long-lasting solutions. In addition, ESCI equips its clients with the background, understanding, and confidence to tackle future problems as they arise.

### ESCI at a Glance

- Mission: Improve public safety by facilitating the best, most advanced policy decisions
- Established in 1976
- Headquartered in Wilsonville, Oregon; with branch offices in Mooresville, North Carolina; and Fairfax, Virginia
- Extensive fire and EMS consulting throughout the US and Canada
- Six employees, over 40 expert field consultants



All of ESCI's field associates are active practitioners in their respective fields, with many involved in highly visible and responsible national leadership positions in law enforcement and fire/rescue services. We understand your issues, challenges, responsibilities, and offer proven methods to improve your effectiveness.

### ESCI Offices

#### Corporate Headquarters

Jack W. Snook, President  
Cindy March, Chief Operations Officer  
25200 SW Parkway Avenue, Suite 3  
Wilsonville, OR 97070  
Phone: 800.757.3724  
Fax: 503.570.0522  
Email: cindy.march@ESCI.us

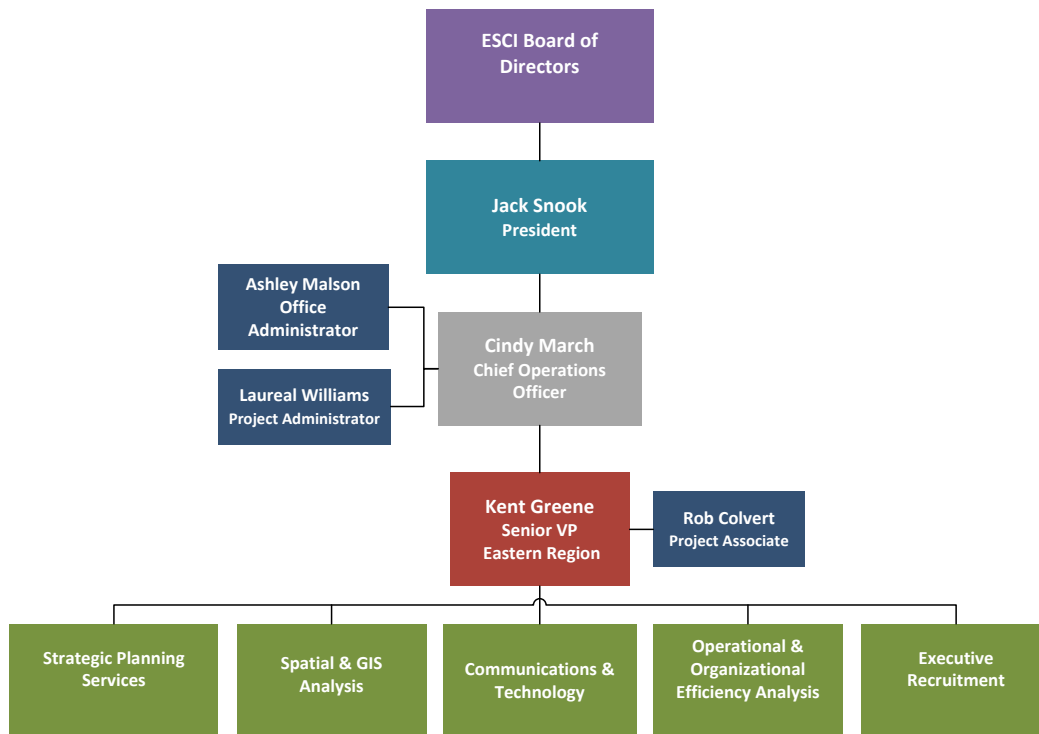
#### Eastern Region Office

Kent Greene, Senior Vice President  
111 Kilson Drive, Suite 208  
Mooresville, NC 28117  
Phone: 704.660.8027  
Email: kent.greene@ESCI.us

#### National Capital Region Office

Tommy Hicks  
4025 Fair Ridge Drive  
Fairfax, VA 22033  
Phone: 703.273.0911  
Fax: 703.273.9363  
Email: tommy.hicks@ESCI.us

### ESCI Organizational Chart







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## Scope of Work – Service/Cost Analysis

### PHASE I: Cost and Transition Analysis

#### Focus Area: Project Initiation

##### **Objective 1: Development of Project Work Plan**

**Activity:** ESCI will work with the City’s management team to gain a comprehensive understanding of the project’s background, goals, and expectations. The proposed work plan is refined as may be appropriate to meet identified needs. The work plan is developed identifying:

- Primary tasks to be performed
- Person(s) responsible for each task
- Timetable for each objective to be completed
- Method of evaluating results
- Resources to be used
- Possible obstacles or problem areas associated with each task to be accomplished

This meeting also helps to establish working relationships, make logistical arrangements, determine lines of communication, and finalize contractual arrangements. Other agenda items will include data collection, finalization of the interview plan and tentative schedule, interim milestones, meetings, deliverables, and the transfer of pertinent reports and background material.

##### **Objective 2: Review of Background Information**

**Activity:** ESCI will use information obtained during the current OCFA SOC process in conjunction with budget and service data compiled through direct contact with OCFA staff to create a compendium of background information needed for a complete analysis. Additional documents and information relevant to this project may include:

- Recommendations from previous studies, if applicable
- Twenty Year Strategic Plan
- Applicable state and local laws, ordinances, applicable tax information, regulations, contracts, etc.
- Current demographics, land use, and growth plans
- Relevant contractual agreements
- Available reports on emergency service operations

##### **Objective 3: Stakeholder Input**

**Activity:** ESCI will conduct interviews with key personnel to supplement the stakeholder interview process completed during the SOC project. These interviews will be designed within the context and framework of gathering information related to the current JPA arrangements and the impacts of stand-alone fire operations. Interviews may include fire agency officials, City Management, employee groups, finance and human resource functions within the City, and planning and building department representatives.



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From these interviews, ESCI will obtain additional perspective on operational, economic, and policy issues facing the City. In addition, the project team will learn about other pertinent data that may be available that meets the objectives of the study.

## **Focus Area: Current and Future Service Levels**

### **Objective 4: Analysis of Risk and Service Levels**

**Activity:** In order to adequately evaluate service delivery alternatives, an understanding must be developed of current and future risks and the service type and levels to be provided. ESCI will complete an analysis of the City's growth projections and their impact on fire service planning and delivery and use that in conjunction with the community risk analysis completed within the OCFA SOC. Where possible, additional target hazard information will be mapped and displayed for deployment planning purposes. Geographic information system technology (GIS mapping) will be used to provide the risk and service demand analysis.

Information to be analyzed will include:

- Population history along with census-based population and community-planning based population growth projections
- Risk analysis mapping
  - Population density
  - Housing/building density
  - Target age (fire risk) populations
  - Property use risk classifications
  - Specific hazards (life safety, chemical, etc) where information is available
  - Needed fire flow requirements from existing data
- Service delivery capability based on currently adopted local standards and nationally recognized standards
  - Overview of current station and apparatus deployment strategy
- Overview of current service demand by incident type and temporal variation
- Future service demand projections
  - Service demand by type of incident and services to be provided
  - Identification of areas of service gaps and service redundancies
- Overview of current automatic and mutual aid contracts
  - Determine current plans applicability and migration potential to future delivery system
  - Develop new automatic and mutual aid operational language as needed



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## Focus Area: Financial Analysis

### **Objective 5: Cost of Service**

**Activity:** Financial analysis is an important component of providing emergency services. Long-term survival of an emergency services system requires that the system be adequately funded. ESCI will conduct a fiscal assessment of the proposed cost of the stand-alone option for service delivery to ensure long-term viability and sustainability. Funding mechanisms will be identified and comprehensive financial outcomes will be provided.

This analysis will include the:

- Review of the current budget and financial practices and policies
- Development of projected service and program budgets
- Identification of critical financial issues of providing service
- Fire facilities cost considerations (leasehold, new construction, value of current facilities)
- Fire Apparatus and Equipment (lease/purchase costs and lead time)
- Radio and Telephone Communications Systems (installation plus capital improvement, annual and monthly costs)
- Dispatch Services (contract or in-house costs)
- Personal Protective Equipment (PPE)/Uniforms/Badges
- Impacts to other City Departments (HR, IT, Fleet, Facilities, Payroll, etc.)
- Identification of areas of short and long-term potential savings and costs
- Development of future budget projections and financial needs analysis

### **Objective 6: Transition Plan**

A critical component of determining the cost of standing up a new service delivery model is to identify short and long term transition activities and to identify associated costs. ESCI will assist in the development of a comprehensive and detailed plan to identify costs associated with a transition and to guide a transition of fire and emergency services delivery from OCFA to the new fire department.

This Transition Plan will include a detailed list of all requirements necessary to complete a successful transition. Plan to include necessary steps within functional areas; ESCI will work with the City to designate responsible parties and appropriate timelines for action within the plan (i.e. GANTT chart style). Areas to be identified include:

- Organization and Operational Staffing
- Capital Assets and Equipment
- Human Resource Support (including Physicals, Background Checks, DMV Checks, etc.)
- Labor Agreements
- SOPs
- Finance
- Risk Management
- Legal
- Technology



- Dispatch
- External Relationships
- Impact mitigation on neighboring fire agencies
- Implementation

Deliverable: At the conclusion of Phase I, ESCI will assemble a draft report for review by City Management. Upon receipt of comments, ESCI will develop the final document and schedule a presentation of findings at the appropriate time and venue.

## Phase II: Staffing and Deployment Options

Following the completion of the current service/cost analysis, along with the final delivery of the OCFA SOC and transition plan, ESCI will work with the City to create staffing and deployment options for a new fire department.

ESCI will develop and analyze various operational models for providing emergency services with the specific intent of identifying those options that can deliver the optimum levels of service at the most efficient cost. Recommendations will be provided identifying the best long-range strategy for service delivery and the impact of initiating such a strategy. This may include, but is not necessarily limited to, specific recommendations regarding:

- Any relocation of existing facilities.
- General locations of future necessary fire stations.
- Selection and deployment of apparatus by type.
- Deployment of operations personnel.
- Deployment special units or resources.
- Costing options.

Deliverable: At the conclusion of Phase II, ESCI will assemble the draft deployment options for review by City Management. Upon receipt of comments, ESCI will develop the final document and schedule a presentation of findings at the appropriate time and venue.

**Estimated Pricing:** \$99,000 – \$103,000, final pricing will be determined during contract discussions.

## Key Team Members



### **Jack W. Snook, President – Project Oversight**

Mr. Snook has been with the company since 1976. He brings with him over 44 years of private and public sector experience at multiple levels. His formal education includes a Master's degree in Public Administration, a Bachelor of Science degree in Fire Administration, and an Associates of Arts degree in Fire Science. His career ranges from being the chief executive officer of a city and corporation to being the chief and administrator of one of the nation's 80 largest fire departments. He has been looked upon as a national leader in the fire service for many years.

Mr. Snook has extensive experience in providing consulting services to clients throughout the world. Areas of expertise include management and organization reviews, cooperative service and consolidation, strategic planning, program evaluations, and risk assessment. In 1991, he signed an exclusive contract with the International Association of Fire Chiefs (IAFC) to present all of their cooperative effort workshops nationwide. He is the co-author of the book entitled *Making the Pieces Fit, Through Cooperative Effort*. The publication is the recommended reference book by the IAFC and the International City/County Managers Association (ICMA). He has served as the project manager for over 200 projects throughout North America. Mr. Snook specializes in large regional fire service providers and Metro fire departments.

Recent assignments and/or appointments would include facilitator of the National Fallen Firefighters Foundation national summit to reduce line of duty deaths in America; moderator of the nation's first symposium to bring healthcare officials and the fire service together to develop a model program to reduce healthcare facility deaths and injuries; facilitator of a national roundtable to discuss emerging codes; and facilitator of the International Association of Fire Chiefs strategic plan (two years). Mr. Snook has key-noted over seventy-five conferences and conventions and has spoken at over 200 events.

#### **Educational Background**

- Masters Degree in Public Administration
- BS Degree in Fire Administration
- A/A Degree in Fire Science
- Fire Services Administration Institute graduate
- California Fire Officers' Academy graduate

#### **Professional Experience**

- President, Emergency Services Consulting International – 1996 to present
- President, Management Development Institute – 1976 - 1995
- Nine years Fire Chief of Tualatin Valley Fire and Rescue (OR)
- Four years Fire Chief of Lake Oswego (OR)
- 13 years Jackson County (OR) Fire District No. 3 (Firefighter to Deputy Chief)



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## Relative Experience

- City Councilman and Mayor - Central Point (OR) 1972-1978
- Fire Science Coordinator - Rogue Community College
- Adjunct Faculty Member - U.S. National Fire Academy
- International Association of Fire Chiefs – member, committee chair
- Western Fire Chiefs’ Association - member
- Oregon Fire Chiefs’ Association - member
- Metro Fire Chiefs’ Association – member
- St. Mary’s Home For Boys - Board of Directors (1994-2000)
- Oregon Donor Program – Board of Directors (2000-2005)

## Associated Professional Accomplishments

- President Ronald Reagan - Letter of Commendation (Volunteerism)
- Lifetime Achievement Award – Oregon Fire Chiefs Association 2005
- IAFC – 1994 World Convention – Keynote speaker
- Oregon/ICS Taskforce - Past Chairman
- Contributing Author in *Managing the Fire Service Today*, ICMA
- Guest speaker and lecturer in 39 states and several foreign countries
- NFPA - Professional Standards Committee
- International Association of Fire Chiefs, Prof. Dev. Committee - past chairman
- International Association of Fire Chiefs - editorial committee
- Oregon Fire Standards and Accreditation - author, consultant
- Oregon Intergovernmental Services Bureau - advisory board
- Life Safety 2000 Committee Chairman – State of Oregon
- IAFC International Conference - Program Chairman (1986, 1987, 1988, 1989)
- Golden Trumpet Award – (one of seven recipients in OR’s history) 1994
- Silver Trumpet Award – (one of three in OR’s history, civilian contribution) 2001
- Listed in *Who’s Who in the West*
- Author of several books and training video tape series

## Summary of Projects

### Deployment Plans

Orange County Fire Authority, CA

Kansas City Fire Department, MO

### Agency Evaluations

Littleton Fire Department, CO

Highlands Ranch Metropolitan District, CO

Foster City, CA

Hull, MA

San Mateo, CA

Norwell, MA

South Metro Fire Department, CO

Cohasset, MA

Riverside Fire Department, IL

Reedy Creek Fire Department (Disney World), FL

Lyons Fire Department, IL

St. Helens Fire Protection District, OR

Greenwood Fire Department, IN

Scappoose Fire Departments, OR

Fallon Fire Department, NV

Benton County Fire Department No. 4, WA

Evans Valley Fire Department, OR

King County Fire Department No. 16, WA

Hermiston, OR

Thurston County Fire Department No. 3, WA



Cowlitz County Fire District #2, WA  
Enumclaw, WA

Scituate, MA  
Hingham, MA

**Strategic Plans**

Orange County Fire Authority, CA  
International Association of Fire Chiefs  
New England Association of Fire Chiefs, MA  
Kansas City Fire Department, MO  
Tualatin Valley Fire & Rescue, OR  
Oregon Fire Chief’s Association  
Oregon Fire District Directors Association  
Washington Firefighters Association  
Oregon Volunteer Firefighters Association

Enumclaw, WA  
Reedy Creek Fire Department (Disney World), FL  
Clark County Fire District 6, WA  
Newberg Fire Department, OR  
St. Helens Fire Protection District, OR  
Scappoose Fire Departments, OR  
King County Fire Department No. 16, WA  
Thurston County Fire Department No. 3, WA  
Cowlitz County Fire District #2, WA

**Cooperative Effort Feasibility Studies**

Foster City and San Mateo, CA  
Honolulu (City and County), HI  
Kootenai County and Post Falls, ID  
Riverside and Lyons Fire Depts., IL  
Cities of Scituate, Hingham, Hull Norwell and Cohasset, MA

Jackson County Fire Dist. No. 3,  
Jackson County F.D. No. 4, Lake Creek,  
and the City of Central Point, OR  
Lincoln County, OR  
Clark County Fire Dist. No 5,  
City of Vancouver Fire Dept., WA

**Dispatch Services**

Department of Defense, HI

**Executive Search**

Reedy Creek Fire Department (Disney World), FL  
Clackamas County Fire District No. 1, OR  
Eugene Fire Department, OR  
Houston, TX

Boring Fire District, OR  
St. Helens Fire Department, OR  
Frankford Fire Department, IL

**Miscellaneous Reports/Facilitations**

Reserve Program Review  
International summits on healthcare reform and the fire service  
Emerging codes in the fire service for the IAFC  
Development Fire Safety 2000 Plan for the State of Oregon



**Cameron R. Phillips, Senior Consultant –Project Manager**

Mr. Phillips has over 30 years of emergency services experience, having served in nearly every capacity with the Garden Grove Fire Department, California. His experience included top management positions and he served as fire chief from 1999 until his retirement in 2003. He holds a Master’s Degree in Public Policy and Administration, from California State University, Long Beach, California.



Mr. Phillips has extensive municipal experience that includes service on a wide variety of city committees, community groups, and cross discipline employee groups dealing with city management, policy development, strategic planning, and daily operations. Mr. Phillips has project management experience in the development and construction of the Orange County Metro Net Fire Dispatch Center, and served as chairman of fire chief committees on management and policy development for the dispatch center.

Mr. Phillips is past president of the Orange County Fire Chiefs Association, an associate instructor and lecturer for the Public Policy and Administration Graduate Program at California State University, Long Beach, and a past president of the Metro Chiefs Association. He currently serves as a board member and chairperson for the Garden Grove Hospital, Garden Grove, California.

### **Educational Background**

- Master's Degree, Public Policy and Administration, California State University, Long Beach Long Beach, CA
- Bachelor's Degree, Vocational Education, California State University, Long Beach Long Beach, CA
- Associate Arts Degree, Orange Coast College, Costa Mesa, CA

### **Professional Experience**

- Fire Chief, City of Garden Grove Fire Department, Garden Grove, CA 1999-2003 (service retirement)
- Fire Division Chief - Operations Division, City of Garden Grove Fire Department, Garden Grove, CA 1996-1999
- Fire Battalion Chief, City of Garden Grove Fire Department, Garden Grove, CA 1994-1996
- Fire Captain, City of Garden Grove Fire Department, Garden Grove, CA 1980-1994

### **Relevant Affiliations**

- Member, International Association of Fire Chiefs
- Member, California Fire Chiefs Association

### **Summary of Projects**

#### **Agency Evaluations**

Burbank Fire Department, CA  
Tulare Fire Department, CA  
Monterey Park, CA

Sonoma County Fire, CA  
Goodyear Fire Department, AZ

#### **Agency Evaluation and Consolidation**

Rifle, Burning Mountains, Glenwood Springs, CO

#### **Master Plan**

Imperial County, CA

#### **Strategic Plan**

City of El Cajon, CA





### **Ron Oliver, Associate Consultant**

Mr. Oliver has over 35 years of public sector experience, in three West Coast states. He began his professional career in 1976, with Vancouver Fire Department, where he rose to the rank of Division Chief, and served as Training Chief, Operations Chief and Personnel Services Chief. Prior to being promoted to Chief Officer, Mr. Oliver served for 12 years on the IAFF Local 452, executive Board and the Labor / Management Relations Team. He played a key role in the development of the master plan for, and subsequent implementation of, the consolidation of Vancouver FD and Clark County RFPD #5.

In 1999, he was selected to be the Fire Chief of Redmond, Oregon, where, under his leadership, the culture made a significant positive change; also facilities, equipment training and emergency operations were substantially improved. This successful change was noted in Western Oregon University's "Managing Fire Protection Services" course, when the course curriculum was rewritten to include a case study of Redmond Fire & Rescue's effective cultural and operational improvements, for both paid and volunteer personnel.

In 2006, Mr. Oliver accepted the offer to become Fire Chief for the City of Santa Cruz, California; he served in that capacity for over five years. During his time in Santa Cruz, he achieved successes similar to those he experienced in Redmond, as well as overseeing the development of the Santa Cruz Fire Department's first long range Strategic Training and Strategic Operational plans, and the achievement of an ISO Class 2 rating. He was also instrumental in identifying and articulating the City's first Mission and Core Values statements, and became part of the City's first strategic planning process team.

#### **Education Background:**

- Clark College
- Western Oregon University
- City University
- Extensive training in various fire services related areas, which includes the following:
  - National Fire Academy courses
  - Phoenix Fire Department - "Health and Safety Seminars"
  - California Fire Instructor's workshops
  - Northwest Leadership Seminar, annual attendance
  - International Association of Fire Chiefs National Conferences
  - Western Fire Chiefs Association labor relations seminars
  - Washington Governor's Safety Conferences
  - NFPA Instructor Certifications
  - California Earthquake Preparedness - San Luis Obispo, CA
  - Leadership Santa Cruz County

#### **Professional Experience**

- Nine years Division Chief Vancouver (WA) Fire department
- Seven years Fire Chief Redmond (OR) Fire & Rescue
- Five years Fire Chief Santa Cruz (CA) Fire Department



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### **Relative Experience:**

- Washington State Fire Chiefs Association - member
- Oregon State Fire Chiefs Association - member
- California State Fire Chiefs Association - member
- International Association of Fire Chiefs - member
- Oregon State Fire Defense Board - member
- Deschutes County Fire Defense Chief
- Central Oregon Fire Chief's Association - President
- International Association of Firefighters, Local 452 - Executive Board
- Washington State Fire Training Officers Association - Board of Directors
- Portland Community College, Fire Science Program - Advisory Board
- Central Oregon Community College Paramedic Program - Advisory Group
- Governor's (State of Oregon) Facilities Steering Committee (appointed)
- Oregon State Fire Chiefs: Deployment Standards Development Committee
- Deschutes County 911, Board of Directors - Chairperson
- Deschutes County 911, Consolidated Dispatch Center - Interim Director
- NW Leadership Seminar - Board of Directors
- Youth Outreach, Vancouver - Board of Directors
- Boys & Girls Club of Central Oregon - Board of Advisors
- Second Harvest Food Bank of Santa Cruz County - Governance Committee
- Emergency Medical Services Integrated Authority (Santa Cruz County) – President
- Santa Cruz County Fire Chiefs – member
- Clark County Emergency Preparedness Committee - member
- Southwest Washington Hospitals Emergency Preparedness Committee - member
- Southwest Washington Fire Training Officers Association - President
- Clark Regional Communications Agency (911) - Operations Board
- Clark County Task Force/Strike Team Committee - Zone Coordinator
- Columbia River Maritime Fire & Safety Association (MFSA) - Vancouver's Representative
- Portland Metropolitan Chief's Association - member

### **Summary of Projects**

#### ***Executive Recruitment***

King County Fire District #20, WA

St. John's Fire District, SC



*Select Clientele, 2008 – 2012 (most recent five years)*

<b>Client</b>	<b>Project</b>
Alachua County, FL	Master Plan
Alameda County, CA	Strategic Plan
Albemarle County, VA	Officer Development Program
Albion, NY	Fire Services and EMS Review
Albuquerque, NM	Communication Center Opportunities for Excellence, Master Plan
Anacortes, WA	Fire/EMS Deployment Analysis and Cooperative Services Feasibility (Three departments)
Anne Arundel County, MD	Fire Protection Strategic Plan
APCO Canada, Ottawa, ON	Effective Practices for Public Safety Communications Centres
Arvada Fire District, CO	Fire Department Master Plan, Feasibility Study, SOC
Astoria, OR	Internal Review
Avon Lake, IL	Emergency Services Master Plan
Avon Lake, OH	Cooperative Agreement/Consolidation
Bainbridge Township, OH	Facilities/Deployment Study Deployment/Staffing Update
Bangor, ME	Fire Services Performance Management Review
Barnstable FD, MA	Facility Location Study
Bay Village, OH	Fire/EMS Evaluation
Belgrade, MT	Fire Services Study
Bellevue, ID	Fire Protection Evaluation/ Cooperative Study with Wood River Fire District/City of Hailey
Belton, TX	Station Location
Bemidji, MN	Feasibility Study
Berger ABAM Engineering, OR	Fire Service Delivery Analysis
Blue Springs, MO	EMS Evaluation
Boise, ID	EMS Master Plan, Standards of Cover
Boone County, MO	Executive Search
Bozeman, MT	Fire Protection Master Plan
Brook Park, OH	Emergency Services Facility Study
Brookhaven, NY	Fire District Dissolution Study, Financial Analysis
Brookline, MA	Technology Integration Consulting
Burbank, CA	Fire Department Comprehensive Review



Client	Project
Caldwell, ID	Feasibility Study
Canon City, CO	Strategic Plan
Carlisle, PA	Deployment Analysis
Cascade Locks, OR	Revenue Cost Analysis
Central Jackson County/Lotawana, MO	Evaluation and Cooperative Feasibility Study
Central Kitsap Fire/Rescue, WA	Cooperative Effort Feasibility Study (Three departments), Executive Search, Operations Plan, Management Audit
Central Lane Communications, Eugene, OR	Operational Assessment
Central Valley Ambulance Authority, WA	Executive Recruitment
Central Valley Fire District, MT	Station Location Analysis
Chaffee County, CO	Cooperative Efforts Feasibility Study
Charleston, SC	Executive Recruitment
Chino Valley Independent Fire District, CA	Standards of Cover
Chula Vista, CA	Fire Department Master Plan, Master Plan Addendum, and Advanced Life Support System Evaluation, Deployment Analysis, Feasibility Study, Review of EMS planning
Clackamas Fire District #1, OR	Strategic Plan
Clark County Fire Dist. 5/City of Vancouver, WA	Annexation Feasibility Study
Clayton, MO	Fire Services Evaluation, Consolidation Study
Cloquet Area Fire District, MN	Strategic Plan
Cohocton, NY	EMS Consolidation Feasibility Study
Columbia 911 Communication District, OR	Executive Search
Corcoran, MN	RFP Support Services
Corvallis Police Department	Regional Communications Consolidation
Costa Mesa, CA	Fire Station and Deployment Study, Response Time Modeling
Cowlitz County Fire District #2, WA	Strategic Plan and Management Audit, Feasibility Study
Curry County Health District, OR	Community Attitude Survey
Danville, VA	EMS Agency Evaluation, Station Location Analysis
Dauphin County, PA	Comprehensive Emergency Services Study
Davidson, NC	Station Location
Delta Township, MI	Fire and EMS Services Master Plan
Deptford Fire District, NJ	Fire Services Evaluation and Master Plan
East Pierce Fire and Rescue, WA	Capital Facilities Consulting, Executive Search



Client	Project
Estacada Fire District, OR	Volunteer Recruitment/Retention Strategic Plan
Eugene/Springfield, OR	Cooperative Effort Feasibility Study, Evaluation of Police Dispatch
Evans, CO	Fire and Emergency Services Study
Fairview Park, OH	Fire/EMS Evaluation
Ferndale – Michigan Muni, MI	Cooperative Efforts Feasibility
Florence County, SC	Agency Evaluation and EMS Master Plan
Fontana, CA	Fire Service Financing Study
Fort Lupton Fire Protection District, CO	Fire Protection Evaluation and Master Plan
Franklin Township Fire District No. 1, NJ	Fire/EMS Evaluation & Master Plan
Fulton County Emergency Communications Center, GA	Evaluation; Work Plan Guide; Strategic Plan; Impact Report, Interim Management Work Plan
Gladstone, OR	Focused Management Evaluation
Goodyear, AZ	Fire/Police Master Plan
Grand Junction, CO	Station Location Study
Great Sisters Area, OR	Regional Emergency Operations Plan
Greater St. Louis County, MO	Cooperative Effort Feasibility Study (Five Fire Departments)
Gresham, OR	Community Attitude Survey
Groton, CT	Survey of Fire Staffing Services
Guilford County, NC	Comprehensive Emergency Services Study
Hailey, ID	Fire Protection Evaluation/ Cooperative Services Study with Wood River Fire District/City of Bellevue
Hamel-Lorretto, MN	Cooperative Efforts Feasibility
Hermiston Fire & EMS, OR	Executive Recruitment - Fire Chief; Cooperative Services Feasibility Study
Hernando County, FL	Regional Emergency Services Master Plan and Cooperative Services Feasibility Study
Hialeah, FL	Master Plan, Standards of Cover
Highlands Ranch Metropolitan District, CO	Emergency Services Options Analysis
Hillsboro, OR	Executive Recruitment - Fire Chief
Hillsborough County, FL	Performance Audit
Honolulu Fire Department, HI	Merger Feasibility Study – EMS and Fire
Houston, TX	Executive Recruitment
Imperial County, CA	Master Plan
Jackson County Fire District #3, OR	Executive Recruitment, Agency Evaluation
Joshua, TX	Fire Department Master Plan



Client	Project
Kannapolis, NC	Standards of Cover Analysis
Kansas City, MO	Integration Analysis: EMS Computer Aided Dispatch and Record Management System, Strategic Integration
King County FD 20, WA	Executive Recruitment
Kirkland, WA	Agency Evaluation and Strategic Plan
Kootenai County, ID	EMS Master Plan
La Pine Rural Fire District, OR	Executive Search
Lafayette, OR	Cooperative Services Feasibility
Lakewood, OH	Fire/EMS Evaluation
Lane County Fire Department #1, OR	Executive Recruitment - Fire Chief, Comprehensive Background Investigation
Larkspur Fire Protection District, CO	Fire and Emergency Services Master Plan, Fiscal Analysis
Lewis and Clark County and City of Helena, MT	Fire Department Evaluation and Master Plan
Lewiston, ID	EMS Master Plan
Liberty County, GA	Fire and Emergency Services Master Plan
Lincoln County, OR	Cooperative Services Feasibility Study
Madison Fire District, OH	Evaluation and Master Plan
Malta, NY	Fire Department Evaluation and Master Plan
Maplewood, MO	Fire Services Evaluation, Administrative and Support Functions, Consolidation Study, Standards of Cover
McKinney, TX	Fire Department Operational Review
McNulty People's Utility District, OR	Community Attitude Survey
Medford, OR	Master Plan
Meridian, ID	Fire Department Strategic Plan
Mid-Columbia Fire and Rescue	Executive Recruitment
Minneapolis, MN	Agency Evaluation and Master Plan
Minnetrissa, MN	Shared Services Feasibility Study, Police Feasibility Study
Monterey Park, CA	Fire Service Analysis
Mound, MN	Shared Law Enforcement Services Feasibility Study
Mountain Vista, AZ	GIS Travel Time Mapping
Multnomah County, OR	Emergency Management Program Evaluation
New Hanover County, NC	Regional Emergency Services Master Plan & Cooperative Services Feasibility Study
North Hennepin County, MN	Shared Services Study
North Kitsap Fire and Rescue, WA	Cooperative Efforts Feasibility Study
North Olmsted, OH	Fire/EMS Evaluation



Client	Project
North Ridgeville, OH	Fire/EMS Evaluation
North Suburban 9-1-1 Center Des Plaines, IL	Quality Dispatch Solutions Communications Study
Northern Lakes Fire Protection District, ID	Validation of Perceived Needs, Service Contract Development
Northshore, WA	Agency Evaluation, Cooperative Efforts
Novato Fire Protection District, CA	Standards of Cover
Olivette, MO	Fire Services Evaluation, Consolidation Study
Orange, CA	Fire Station Location Study
Orange County Fire Authority, CA	Strategic Plan, Standards of Cover
Orland Fire Protection District, IL	Fire/EMS Evaluation and Master Plan
Overland Park, KS	Evaluation
Owensboro, KY	Operational Audit, Evaluation
Pacifica, CA	Fire Protection Services Evaluation
Palatine Rural FPD, IL	Strategic Plan Facilitation
Parkersburg, WV	Master Plan
Phoenix, AZ	Feasibility Study
Port Ludlow, WA	Strategic Plan, Master Plan, Member Survey
Port of Portland, OR	Communications Center Staffing Study
Poulsbo, WA	Cooperative Efforts Feasibility Study
RED Center, Northbrook, IL	Master Plan
Regional Emergency Dispatch Center, Northbrook, IL	Operational Review/Comprehensive Plan
Reno Fire, NV	Evaluation/Strategic Plan, Standards of Cover
Rifle, Burning Mtns, Glenwood Springs, CO	Cooperative Services, Management Consulting
Richmond Heights, MO	Fire Services Evaluation, Consolidation Study
Rio Blanco County, CO	Master Plan and EMS Director Recruitment
Rocky River, OH	Fire/EMS Evaluation
Roseburg, OR	Station Location
Salem, OR	Strategic Plan, Annual Standards of Cover
San Diego County, North Zone, CA	Fire Department Evaluation and Regionalization Study (10 Departments)
San Jose, CA	Assessment
Sandy, OR	Strategic Plan and Administrative Support Plus
Scio Rural Fire Protection District, OR	Administrative Support Consultation
Shaker Heights, OH	Cooperative Efforts Feasibility Study



Client	Project
Sherrill's Ford – Terrell Fire and Rescue	Executive Recruitment
Siskiyou LAFCO, CA	Municipal Service Review
Sisters/Camp Sherman, OR	Emergency Operations Plan, Training Exercises
Sitka, AK	Review and Update of Emergency Operations Plan
Siuslaw Valley Fire and Rescue, OR	Community Attitude Survey, Incident Review Report
Skagit County EMS Commission, WA	EMS Levy Recommendations and Comprehensive Management Plan
Snohomish County District #3, WA	Station Location Study
Snohomish County District #15, WA	Agency Evaluation, Member Survey
Solano LAFCO, CA	Municipal Service Review
Sonoma County, CA	Rural Fire Service Review
South Adams County, CO	Master Plan
South East Thurston Fire Authority	Strategic Plan, Fiscal Analysis, Executive Coaching
South Lane Fire and Rescue District, OR	Executive Search for Fire Chief
South Metro/Parker Fire, CO	Cooperative Services Feasibility Study, Strategic Plan, Evaluation
Southbury, CT	Needs Assessment Study
Spokane, WA	Annual Standards of Cover and Deployment Plan and Executive Search
Spokane County Fire District No. 13, WA	Organizational Review, Executive Search
Spokane Fire District #10, WA	Executive Search Deputy Chief
St. Albert, AB	Fire Protection Evaluation and Master Plan, Standards of Cover, Fire Services Review
St. Charles, IL	Fire Station Location and Deployment Study, Concurrent Call Report
St. Cloud, MN	Fire/EMS Evaluation and Strategic Plan
Stanislaus LAFCO, CA	Municipal Service Review
Stillwater, MN	Fire Protection Evaluation
Strathcona, Alberta, Canada	Emergency Services Master Plan
Summit, NJ	Shared Services Feasibility Study
Teton County and Jackson, WY	Fire/EMS Master Plan
Tinley Park, IL	Fire and EMS Services Master Plan
Tri-Cities Ambulance, IL	EMS Services and Funding Study
Truckee Meadows Fire Protection District, NV	Regional Standard of Cover
University City, MO	Consolidation Study
Valley Center Fire Protection District, CA	GAP Analysis
Vancouver, WA	SOC and Deployment Plan





<b>Client</b>	<b>Project</b>
Victoria, BC	Training Program Review
Wakiakum Community Foundation, WA	Fire and Emergency Needs Assessment
Walla Walla, WA	Staffing and Deployment Analysis
Washington Terrance, UT	Capital Improvement Plan
Washington Township, OH	Strategic Plan Facilitation
Washoe County, NV	Evaluation/Strategic Plan, Master Plan Recommendation Facilitation, Deployment Study
Weirton, WV	Agency Evaluation
West County EMS & FPD, MO	Deployment Analysis & ISO Review, Strategic Plan
West Metro Fire and Rescue, CO	Strategic Plan Implementation
Westlake, OH	Fire/EMS Evaluation
Westport, WA	Master Plan
Whatcom County Fire District No. 14, WA	Fire and EMS Capital Facilities Analysis, Critique of Environment Impact Statement
Wheat Ridge Fire Protection District, CO	Executive Search
Wood River Fire District, ID	Fire Protection Evaluation/ Cooperative Services Study with the Cities of Belleview and Hailey
Worland Fire Protection District #1, WY	Executive Recruitment - Fire Chief
Yakima, WA	RFA Fiscal Analysis
Yokota Air Base, Japan	Operational Assessment and Facility Design Review, 9-1-1 Center Design

**REPORTS – AGENDA ITEM NO. 11**  
**BOARD OF DIRECTORS MEETING**  
**May 23, 2013**

**CHIEF'S REPORT**

1. Customer Satisfaction Survey Results by City - March 2013
2. Customer Satisfaction Survey Results by City - April 2013

**CUSTOMER SATISFACTION SURVEY**

Attachment 1

**Data by City for March 1 - 31, 2013**

<b>CITY/AREA</b>	<b>FORMS SENT</b>	<b>FORMS RETURNED *</b>	<b>PERCENT RETURNED *</b>	<b>AVERAGE RATING</b>
Aliso Viejo	9	3	33.33%	98.81%
Buena Park	125	29	23.20%	97.00%
Coto de Caza	15	5	33.33%	99.29%
Cypress	53	19	35.85%	96.62%
Dana Point	80	29	36.25%	98.63%
El Modena	8	1	12.50%	100.00%
Emerald Bay	0	0		
Irvine	332	78	23.49%	97.40%
La Palma	18	3	16.67%	94.64%
Ladera Ranch	2	0		
Laguna Hills	84	23	27.38%	97.13%
Laguna Niguel	115	33	28.70%	97.50%
Laguna Woods	163	76	46.63%	97.20%
Lake Forest	131	31	23.66%	98.83%
Los Alamitos	20	10	50.00%	100.00%
Las Flores	1	0		
Midway City	19	5	26.32%	97.14%
Mission Viejo	241	67	27.80%	98.25%
Modjeska Canyon	2	0		
Orange Park Acres	2	1	50.00%	100.00%
Placentia	98	28	28.57%	98.07%
Portola Hills	0	0		
Rancho Santa Margarita	60	16	26.67%	99.74%
Rossmoor	11	7	63.64%	98.98%
San Clemente	72	27	37.50%	98.09%
San Juan Capistrano	110	33	30.00%	95.73%
Santa Ana	454	72	15.86%	96.08%
Santa Ana Heights	7	1	14.29%	100.00%
Santiago Canyon	2	0		
Seal Beach	123	58	47.15%	96.06%
Silverado Canyon	1	2	200.00%	100.00%
Stanton	61	14	22.95%	95.92%
Sunset Beach	0	0		
Trabuco Canyon	7	0		
Tustin	198	42	21.21%	97.11%
Villa Park	16	6	37.50%	92.86%
Westminster	178	44	24.72%	96.17%
Yorba Linda	110	47	42.73%	94.17%
Non-OCFA cities	27	12	44.44%	
<b>TOTALS/AVERAGE</b>	2,955	822	27.82%	97.58%

\* Forms Returned and Percent Returned include forms sent in prior months, received this month.

**CUSTOMER SATISFACTION SURVEY**

Attachment 2

**Data by City for April 1 - 30, 2013**

<b>CITY/AREA</b>	<b>FORMS SENT</b>	<b>FORMS RETURNED *</b>	<b>PERCENT RETURNED *</b>	<b>AVERAGE RATING</b>
Aliso Viejo	4	1	25.00%	100.00%
Buena Park	143	29	20.28%	96.75%
Coto de Caza	34	9	26.47%	97.17%
Cypress	62	20	32.26%	96.59%
Dana Point	112	16	14.29%	99.11%
El Modena	1	3	300.00%	97.62%
Emerald Bay	2	1	50.00%	100.00%
Irvine	398	72	18.09%	98.34%
La Palma	18	5	27.78%	94.82%
Ladera Ranch	6	2	33.33%	100.00%
Laguna Hills	96	16	16.67%	97.99%
Laguna Niguel	135	36	26.67%	98.70%
Laguna Woods	190	62	32.63%	97.13%
Lake Forest	152	40	26.32%	97.46%
Los Alamitos	21	5	23.81%	91.25%
Las Flores	5	0		
Midway City	25	5	20.00%	98.39%
Mission Viejo	264	68	25.76%	98.16%
Modjeska Canyon	2	1	50.00%	75.00%
Orange Park Acres	3	0		
Placentia	114	36	31.58%	96.08%
Portola Hills	0	0		
Rancho Santa Margarita	65	17	26.15%	98.32%
Rossmoor	16	8	50.00%	98.66%
San Clemente	111	38	34.23%	98.10%
San Juan Capistrano	117	37	31.62%	98.14%
Santa Ana	578	81	14.01%	96.28%
Santa Ana Heights	9	1	11.11%	100.00%
Santiago Canyon	2	0		
Seal Beach	111	34	30.63%	95.33%
Silverado Canyon	5	0		
Stanton	109	15	13.76%	95.95%
Sunset Beach	0	0		
Trabuco Canyon	8	6	75.00%	100.00%
Tustin	238	53	22.27%	96.92%
Villa Park	8	3	37.50%	97.62%
Westminster	230	51	22.17%	96.12%
Yorba Linda	160	41	25.63%	96.95%
Non-OCFA cities	32	8	25.00%	98.15%
<b>TOTALS/AVERAGE</b>	<b>3,586</b>	<b>820</b>	<b>22.87%</b>	<b>96.88%</b>

\* Forms Returned and Percent Returned include forms sent in prior months, received this month.