

MINUTES ORANGE COUNTY FIRE AUTHORITY

**Budget and Finance Committee Meeting
Wednesday, October 9, 2013
12:00 Noon**

**Regional Fire Operations and Training Center
Room AE117
1 Fire Authority Road
Irvine, CA 92602**

CALL TO ORDER

A regular meeting of the Orange County Fire Authority Budget and Finance Committee was called to order on October 9, 2013, at 12:00 p.m. by Chair Swift.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Randal Bressette, Laguna Hills
Trish Kelley, Mission Viejo
Jerry McCloskey, Laguna Niguel
Al Murray, Tustin
Elizabeth Swift, Buena Park
Steven Weinberg, Dana Point

Absent: Sam Allevato, San Juan Capistrano

Also present were:

Assistant Chief Lori Zeller
Assistant Chief Laura Blaul
Assistant Chief Brian Stephens
Clerk of the Authority Sherry Wentz

General Counsel David Kendig
Assistant Chief Dave Thomas
Assistant Clerk Lydia Slivkoff

PUBLIC COMMENTS (F: 12.02B3)

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

MINUTES

1. Minutes for the September 11, 2013, Budget and Finance Committee Meeting (F: 12.02B2)

On motion of Vice Chair Bressette and second by Director Murray, the Committee voted to approve the minutes of the September 11, 2013, Budget and Finance Committee Meeting, as submitted.

CONSENT CALENDAR

2. Monthly Investment Report (F: 11.10D2)

On motion of Vice Chair Bressette and second by Director Kelley, the Committee voted unanimously to receive and file the report.

3. Monthly Status Update – Orange County Employees’ Retirement System (F: 17.06)

On motion of Vice Chair Bressette and second by Director Kelley, the Committee voted unanimously to receive and file the report.

DISCUSSION CALENDAR

4. Internal Control Review on Purchasing/Procurement (F: 15.02A1)

Assistant Chief Lori Zeller introduced Finance Manager/Auditor Jim Ruane who provided a report on the internal control review on purchasing/procurement. Purchasing Manager Debbie Casper provided an overview of the Supplemental Purchasing Information Activity Report 2012/13. Finance Manager/Auditor Jim Ruane introduced Bryan Gruber, CPA of Lance, Soll & Lunghard, LLC, who provided a report on the audit for purchasing/procurement.

Stephen Wontrobski, Mission Viejo resident, provided public comments regarding the audit and his concerns with the OCFA procurement process.

On motion of Director Murray and second by Director Kelley, the Committee voted unanimously to direct staff to place the item on the agenda for the Executive Committee meeting of October 24, 2013, with the Budget and Finance Committee’s recommendation that the Executive Committee direct staff to implement the Auditor’s recommendations as stated under OCFA management responses in the report.

5. Acceptance of DHS/FEMA Administrative Preparedness Grant (F: 16.02B)

Assistant Chief Dave Thomas introduced Division Chief Bryan Brice, who provided an overview of the DHS/FEMA Administrative Preparedness Grant.

On motion of Director Murray and second by Vice Chair Bressette, the Committee voted unanimously to direct staff to place the item on the agenda for the Board of Directors meeting of November 21, 2013, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Adopt the submitted resolution to accept the Department of Homeland Security/Federal Emergency Management Agency's (DHS/FEMA) Administrative Preparedness Grant.
2. Direct staff to increase revenue and appropriations in the amount of \$1,244,654 in the General Fund (Fund 121).

REPORTS (F: 12.02B6)

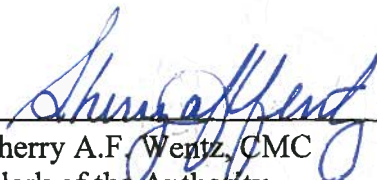
No items.

COMMITTEE MEMBER COMMENTS (F: 12.02B4)

Director Murray commended staff for a job well done at the Board of Supervisors meeting on October 8, 2013, regarding the ambulance proposal process. He also commended Battalion Chief Kelly Zimmerman for his communications with the City of Tustin.

Chair Swift commended Division Chief Greg McKeown and OCFA firefighters for participating in the Walk to School Day. She also commended the Orange County Professional Firefighters Association, Local 3631, for its letter regarding seatbelts and for taking responsibility.

ADJOURNMENT – Chair Swift adjourned the meeting at 1:01 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, November 6, 2013, at 12 noon.



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