

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Meeting
Wednesday, August 13, 2014
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 August 13, 2014, at 12:00 p.m. by Chair Swift.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Sam Allevato, San Juan Capistrano
Randal Bressette, Laguna Hills
Jerry McCloskey, Laguna Niguel
Al Murray, Tustin
Elizabeth Swift, Buena Park
Steven Weinberg, Dana Point

Absent: Trish Kelley, Mission Viejo

Also present were:

Fire Chief Keith Richter
Deputy Chief Craig Kinoshita
Assistant Chief Brian Stephens
Assistant Chief Lori Zeller
Assistant Clerk Lydia Slivkoff

General Counsel David Kendig
Interim Assistant Chief Jon Jones
Assistant Chief Lori Smith
Clerk of the Authority Sherry Wentz

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 public comments.

MINUTES

1. **Minutes for the July 9, 2014, Budget and Finance Committee Meeting** (F: 12.02B2)

On motion of Director Murray and second by Vice Chair Bressette, the Committee voted unanimously to approve the minutes of the July 9, 2014, Budget and Finance Committee Meeting, as submitted. Director Allevato was absent for the vote.

Director Allevato arrived at this point (12:02 p.m.)

CONSENT CALENDAR

Agenda Item No. 3 was pulled for separate consideration.

2. **Monthly Investment Reports** (F: 11.10D2)

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 Executive Committee meeting of August 21, 2014, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports.

3. **Monthly Status Update - Orange County Employees' Retirement System** (F: 17.06B)

Director Murray pulled this item to discuss the impacts of the OCERS Triennial Study of Actuarial Assumptions, and thanked Assistant Chief Lori Zeller and Treasurer Tricia Jakubiak for their due diligence on the matter.

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

4. **Acceptance of DHS/FEMA Administrative Preparedness Grant** (F: 16.02B1)

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 August 28, 2014, 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. Authorize a budget adjustment increasing the FY 2014/15 General Fund (121) revenues and appropriations in the amount of \$1,164,131 for the US&R Program.

5. Acceptance of California Fire and Rescue Training Authority Urban Search & Rescue Mobilization Exercise and Training Grant (F: 16.02B)

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 August 28, 2014, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Adopt the proposed resolution to accept the California Fire and Rescue Training Authority Agreement for a grant in the amount of \$100,000.
2. Approve and authorize the Fire Chief or his designee to execute the proposed grant agreement.
3. Authorize a budget adjustment increasing the FY 2014/15 General Fund (121) revenues and appropriations in the amount of \$100,000 for the US&R mobilization and deployment exercise.

DISCUSSION CALENDAR

6. Annual Investment Report (F: 11.10D1)

Assistant Treasurer Jane Wong provided an overview of the Annual Investment Report.

On motion of Director McCloskey and second by Vice Chair Bressette, the Committee voted unanimously to direct staff to place the item on the agenda for the Executive Committee meeting of August 21, 2014, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

7. Implementation of Internal Control Audit Recommendations - Community Risk Reduction Department (F: 15.02A1)

Assistant Chief Zeller introduced Part-time/Limited-Term Finance Manager Irwin Bornstein who provided a report on the Community Risk Reduction Department audit recommendations and accomplishments.

A lengthy discussion ensued.

On motion of Vice Chair Bressette and second by Director Murray, the Committee voted unanimously to direct staff to place the item on the agenda for the Board of Directors meeting of August 28, 2014, with the Budget and Finance Committee's recommendation that the Board of Directors:

1. Receive and file the report.
2. Approve continuation of the professional services provided by Mr. Irwin Bornstein, on a part-time basis and at six-month intervals, for an estimated cost of \$10,000 at each six-month interval through calendar year 2015.

3. Authorize a budget adjustment increasing the FY 2014/15 General Fund (121) appropriations by \$10,000 to fund the cost of continued-intermittent services provided by Mr. Bornstein, with one six-month review scheduled to occur during 2014/15 (January 2015).

REPORTS (F: 12.02B6)

There were no items to report.

ELECTION OF CHAIR/VICE CHAIR (F: 12.02B1)

On motion of Director Murray and second by Director Allevato, the Committee voted unanimously to elect Randy Bressette as Chair of the Budget and Finance Committee for the ensuing term.

On motion of Director Swift and second by Director Allevato, the Committee voted unanimously to elect Jerry McCloskey as Vice Chair of the Budget and Finance Committee for the ensuing term.

COMMITTEE MEMBER COMMENTS (F: 12.02B4)

Director Allevato thanked Assistant Fire Marshal Dennis Grubb for assisting residents in San Juan Capistrano with a tree issue.

Director Murray thanked Mr. Bornstein and Assistant Chief Smith for their work in resolving issues in Community Risk Reduction Department and continuing to support development in the City of Tustin. He also thanked Director Swift for her leadership as Chair of the Budget and Finance Committee.

Director Swift thanked Assistant Chief Zeller for the helpful agenda review meetings, and encouraged the new Chair to do the same.

Director McCloskey thanked Director Swift for running efficient meetings and indicated she did a great job.

Chair Bressette thanked Director Swift for her leadership and service as the Budget and Finance Committee Chair.

Fire Chief Richter thanked Director Swift for her service as the Budget and Finance Committee Chair.

ADJOURNMENT – Chair Bressette adjourned the meeting at 1:00 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, September 10, 2014, at 12:00 noon.



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