



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

Thursday, July 25, 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 Bob George

**PLEDGE OF ALLEGIANCE** by Director McCullough

**ROLL CALL**

## PRESENTATIONS

### 1. Requests for Commendations and Proclamations

Submitted by: Sherry Wentz, Clerk of the Authority

- A. Presentation of Certificate of Heroism Chief's Award to City of Tustin resident Roger Costa
- B. Presentation of V.H. Blackinton & Co. Inc., 2012 Heroism & Community Service Award to Firefighter/Paramedic Robert Davidson
- C. Presentation of Certificate of Achievement to the Business Services Department – Finance Division, Orange County Fire Authority for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada (GFOA) for its Comprehensive Annual Financial Report (CAFR)

#### Recommended Action:

Approve request as submitted and make presentation.

## 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: Craig Kinoshita, Deputy Fire Chief

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

Authority: Government Code Section 54957.6

## CLOSED SESSION REPORT

## REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

**MINUTES**

2. **Minutes from [May 23, 2013](#), Regular Board of Directors Meeting (A) and [June 27, 2013](#), Special Board of Directors Meeting (B)**

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

**CONSENT CALENDAR**

3. **Monthly Investment Report**

Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:

Receive and file the report.

4. **Internal Control Review on Billing and Revenue Recognition of Fire Prevention Fees**

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

Recommended Actions:

1. Direct staff to implement the recommendations as stated in the attached report.
2. Authorize staff to amend the Master Position Control to add a limited term Finance Manager to assist with the implementation of the recommended actions and to assist in strengthening the overall internal control environment surrounding fee-funded programs.
3. Direct staff to increase General Fund (121) appropriations in the FY 2013/14 Adopted Budget by \$100,000 to cover the cost of a temporary and part-time Finance Manager.

5. **Information Management Technologies Sole Source Purchase Order**

Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Action:

Authorize the Purchasing Manager to issue a sole source Purchase Order to Information Management Technologies for an amount not-to-exceed \$16,700 for a single-scope programming project relating to implementation of an overtime cap for suppression personnel.

6. **Contract for Aircraft Rescue Fire Fighting Services at John Wayne Airport**

Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Action:

Approve and authorize the Fire Chief to execute the proposed contract for Aircraft Rescue Fire Fighting Services at John Wayne Airport.

7. [\*\*Status Update – Refunds for Unverified Hazardous Materials Disclosure Inspections\*\*](#)  
Submitted by Keith Richter, Fire Chief

Recommended Action:  
Receive and file report.

8. [\*\*FY 12/13 Annual Progress Report on Planning and Development Activity\*\*](#)  
Submitted by: Laura Blaul, Assistant Chief/Fire Marshal, Fire Prevention Department

Recommended Action:  
Receive and file the report.

9. [\*\*Authorization to Negotiate and Execute Lease Amendments and/or New Leases for Current and Future Tenants of the Newly Acquired Hangars at Fire Station 41 \(Fullerton Airport\), Air Operations Maintenance Facility\*\*](#)  
Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Actions:

1. Approve and authorize the Fire Chief to negotiate and execute lease amendments for Hangars 1, 3, and 4 respectively, in substantial compliance with the proposed amendments.
2. Approve and authorize the Fire Chief to negotiate, approve and execute any future leases and/or lease amendments for FS 41 Hangars.
3. Amend the Orange County Fire Authority Roles/Responsibilities/Authorities Matrix to authorize the Fire Chief to negotiate, approve and execute leases and/or amendments for FS 41 Hangars.

10. [\*\*Annual Update: Santiago and Freeway Complex Fire After Action Reports\*\*](#)  
Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Action:  
Receive and file the reports.

## **DISCUSSION CALENDAR**

11. [\*\*Annual Workers' Compensation Update and Actuarial Report for CY 2012\*\*](#)  
Submitted by Craig Kinoshita, Deputy Fire Chief

Recommended Action:  
Receive and file report.

**PUBLIC HEARING(S)**

No items.

**REPORTS**

12. [Orange County Employees' Retirement System Status Report](#)

13. [Chief's Report](#)

**ELECTION OF BOARD CHAIR/VICE CHAIR**

**BOARD MEMBER COMMENTS**

**CLOSED SESSION**

**CS2. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

Name of Claim: John Lawrence v. OCFA

Case No. WCAB: ADJ7888335

Authority: Government Code Section 54956.9(a)

**CS3. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

Name of Case: People of the State of California v. Nicolas Alejandro Cendoya

Case No.: Superior Court Case No. 13CF1410

Authority: Government Code Section 54956.9(d)(1) and (d)(4)

**CS4. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION**

Authority: Government Code Section 54956.9(c) (1 case)

**CLOSED SESSION REPORT**

**ADJOURNMENT** - The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for September 26, 2013, at 6:30 p.m.

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**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 18<sup>th</sup> day of July 2013.

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

**UPCOMING MEETINGS:**

Budget and Finance Committee Meeting	Wednesday, August 14, 2013, 12 noon
Claims Settlement Committee Meeting	Thursday, August 22, 2013, 5:30 p.m.
Executive Committee Meeting	Thursday, August 22, 2013, 6:00 p.m.