



# ORANGE COUNTY FIRE AUTHORITY AGENDA

## Budget and Finance Committee Meeting

Wednesday, August 14, 2013

12:00 Noon

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

1 Fire Authority Road

Room AE117

Irvine, California 92602

Al Murray, Chair

Elizabeth Swift, Vice Chair

Sam Allevato Trish Kelley Randal Bressette Jerry McCloskey Steven Weinberg

Bruce Channing - Ex Officio

*Unless legally privileged, all supporting documentation and any writings or documents provided to a majority of the Budget and Finance Committee 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. Supporting documents, including staff reports, are available for review at the Orange County Fire Authority Regional Fire Operations and 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 8:00 a.m. to 5:00 p.m.

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



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

## CALL TO ORDER

PLEDGE OF ALLEGIANCE by Director Weinberg

ROLL CALL

**PUBLIC COMMENTS**

Any member of the public may address the Committee on items within the Committee's subject matter jurisdiction but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Committee as a whole, and do not engage in dialogue with individual Committee Members, Authority staff, or members of the audience.

**MINUTES**

1. [Minutes for the July 10, 2013, Budget and Finance Committee Meeting](#)  
Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:  
Approve as submitted.

**CONSENT CALENDAR**

No items.

**DISCUSSION CALENDAR**

2. [Monthly Investment Report](#)  
Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:  
Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of August 22, 2013, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

3. [Annual Investment Report](#)  
Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:  
Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of August 22, 2013, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

4. [Monthly Status Update – Orange County Employees' Retirement System](#)  
Submitted by: Lori Zeller, Assistant Chief, Business Services Department

Recommended Action:  
Receive and file the report.

5. [Internal Control Review on Procurement/Disbursement Practices related to Cal Cards, Travel-related activities, and Fuel Usage](#)

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

Recommended Actions:

1. Receive and file the attached Independent Auditors' Report of Internal Controls on Procurement/Disbursement Practices related to Cal Cards, Travel-related activities, and Fuel Usage.
2. Direct staff to implement the corrective actions as stated in the attached report.

6. [Board Member Request for Salary and Benefit Survey](#)

Submitted by Craig Kinoshita, Deputy Fire Chief

Recommended Action:

Review the proposed agenda item and provide direction to staff regarding any recommendations that the Budget and Finance Committee would like forwarded to the Board of Directors at its September 26, 2013, meeting regarding the proposed salary and benefit survey.

7. [Equity Working Group Status Report](#)

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

Recommended Action:

Review the proposed equity mitigation option referred to as the Hybrid Model and provide input to staff for further discussion with the Equity Working Group Ad Hoc Committee.

## REPORTS

No items.

## ELECTION OF CHAIR AND VICE CHAIR

## COMMITTEE MEMBER COMMENTS

**ADJOURNMENT** – The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, September 11, 2013, at 12:00 noon.

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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 Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 8<sup>th</sup> day of August 2013.

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

**UPCOMING MEETINGS:**

Claims Settlement Committee Meeting	Thursday, August 22, 2013, 5:30 p.m.
Executive Committee Meeting	Thursday, August 22, 2013, 6:00 p.m.
Budget and Finance Committee Meeting	Wednesday, September 11, 2013, 12:00 noon