



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

Thursday, March 27, 2014

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 Duncan McColl

**PLEDGE OF ALLEGIANCE** by Vice Chair Murray

**ROLL CALL**

**PRESENTATIONS**

No items.

**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.

**REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR****MINUTES**

1. [Minutes from February 27, 2014, Regular Board of Directors Meeting \(A\), and Minutes from the March 13, 2014, Special Board of Directors Meeting \(B\)](#)  
Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:  
Approve as submitted.

**CONSENT CALENDAR**

2. **Requests for Commendations and Proclamations**  
Submitted by: Sherry Wentz, Clerk of the Authority
  - A. [Proclamation declaring May 4-10, 2014, as "Wildfire Awareness Week"](#)
  - B. [Proclamation declaring participation in the "Drowning Prevention Awareness" Campaign from Memorial Day through Labor Day 2014](#)

Recommended Action:  
Approve requests as submitted.

3. [FY 2013/14 Mid-year Budget Adjustments](#)  
Submitted by: Lori Zeller, Assistant Chief, Business Services Department

Recommended Actions:

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

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

Recommended Action:

Review the agenda item and support the Budget and Finance Committee's recommendation to send a letter to OCERS expressing concern with the Direct Lending Program.

5. **[Implementation of Audit Recommendations - Purchasing](#)**  
Submitted by: Lori Zeller, Assistant Chief, Business Services Department

Recommended Action:

Approve the submitted changes to the Roles/Responsibilities/Authorities Matrix effective July 1, 2014.

6. **[Reserve Firefighter Program Status Update](#)**  
Submitted by: Dave Thomas, Assistant Chief, Operations Department

Recommended Action:

Receive and file the report.

7. **[Secured Fire Protection Agreement for The Preserve at San Juan, LLC, for Entitlements in The Preserve at San Juan Development, Tract 17270 and 17269, in the Unincorporated County of Orange area off Ortega Highway](#)**  
Submitted by: Brian Stephens, Assistant Chief, Support Services Department

Recommended Actions:

1. Approve and authorize the Fire Chief to enter into a Secured Fire Protection Agreement with The Preserve at San Juan, LLC, for Entitlements in the Preserve at San Juan Development, Tract 17270 and 17269, in the Unincorporated County of Orange area off Ortega Highway.
2. Direct the Clerk of the Authority to record the Secured Fire Protection Agreement in the Official Records of the County of Orange and furnish to The Preserve at San Juan, LLC a copy of the conformed document within fifteen (15) days of recordation.

8. **[Implementation of Audit Recommendations – Community Risk Reduction](#)**  
Submitted by: Lori Zeller, Assistant Chief, Business Services Department

Recommended Action:

Receive and file the report.

## DISCUSSION CALENDAR

9. [Director of Communications](#)

Submitted by: Janet Wells, Interim Human Resources Director

Recommended Actions:

1. Approve the attached Job Class Specification for the Director of Communications position at a salary range of \$104,478.40 - \$166,046.40 and direct staff to add the position to the Master Position Control.
2. Direct staff to begin recruiting for the new Director of Communications.
3. Approve implementation of Option 3 specified below.

10. [Board Stipends, Board Attendance, and Additional Standing Committees](#)

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

Recommended Action:

Receive and file the report.

## PUBLIC HEARING(S)

No items.

## REPORTS

11. [Chief's Report](#)

## BOARD MEMBER COMMENTS

## CLOSED SESSION

**CS1. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

Name of Case: Orange County Fire Authority and City of Irvine v All Persons Interested in the Matter of the Validity of that Second Amendment to Amended Joint Powers Authority

Case No.: OC Superior Court Case No. 30-2013-006945527

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

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

Authority: Government Code Section 54956.9(b) – Significant Exposure to Litigation (1 case)

**CS3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Position: Fire Chief

Authority: Government Code Section 54954.5

**CLOSED SESSION REPORT**

**ADJOURNMENT** - The next meeting of the Orange County Fire Authority Board of Directors is scheduled for April 17, 2014, at 6:00 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 20<sup>th</sup> day of March 2014.

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

**UPCOMING MEETINGS:**

Budget and Finance Committee Meeting	Wednesday, April 9, 2014, 12 noon
Board of Directors Special Meeting	Thursday, April 17, 2014, 6:00 p.m.
Claims Settlement Committee Meeting	Thursday, April 24, 2014, 5:00 p.m.
Executive Committee Meeting	Thursday, April 24, 2014, 5:30 p.m.
Board of Directors Meeting	Thursday, April 24, 2014, 6:30 p.m.