

MINUTES ORANGE COUNTY FIRE AUTHORITY

Board of Directors
Regular Meeting
Thursday, March 25, 2010
6:30 P.M.

Regional Fire Operations and Training Center
Board Room

1 Fire Authority Road
Irvine, CA 92602-0125

CALL TO ORDER

A regular meeting of the Orange County Fire Authority Board of Directors was called to order on March 25, 2010, at 6:30 p.m. by Chairman Doug Davert.

INVOCATION

The invocation was given by OCFA Chaplain Bob George.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag was led by Director Rhodes.

ROLL CALL

Present: Neil Blais, Rancho Santa Margarita	Bill Campbell, County of Orange
Gary Capata, Laguna Niguel	Henry Charoen, La Palma
James Dahl, San Clemente	Doug Davert, Tustin
Sukhee Kang, Irvine	Trish Kelley, Mission Viejo
Don McCay, Buena Park	Mark Nielsen, San Juan Capistrano
Janet Nguyen, Alternate, County of Orange	Brad Reese, Villa Park
Nancy Rikel, Yorba Linda	Martin Rhodes, Laguna Woods
R. Craig Scott, Laguna Hills	Todd Seymore, Cypress
Gordon Shanks, Seal Beach	David Shawver, Stanton
Ken Stephens, Los Alamitos	Tri Ta, Westminster
Mark Tettermer, Lake Forest	Steven Weinberg, Dana Point
Jeremy Yamaguchi, Placentia	

Absent: Pat Bates, County of Orange	Donald Garcia, Aliso Viejo
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Also present were:

Fire Chief Keith Richter	General Counsel Terry Andrus
Deputy Chief Ron Blaul	Assistant Chief Laura Blaul
Assistant Chief Jorge Camargo	Assistant Chief Mark Kramer
Assistant Chief Lori Zeller	Clerk of the Authority Sherry Wentz
Assistant Clerk Lydia Slivkoff	

Chairman Davert pulled Agenda Items No. 2 - 4 for approval prior to presentations.

PRESENTATIONS

Chairman Davert presented Resolution No. 2010-02 proclaiming the Month of April 2010, as “Muscular Dystrophy Awareness (MDA) Month” to Orange County Professional Firefighters Association Treasurer Hiddo Horlings.

**ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS
RESOLUTION NO. 2010-02**

**A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS PROCLAIMING THE MONTH OF APRIL 2010,
AS “MUSCULAR DYSTROPHY AWARENESS MONTH”**

MDA Battalion Coordinator Alan Robinson of the Orange County Professional Firefighters Association thanked the Board and OCFA personnel for supporting the “Fill the Boot” campaign and encouraged Board members to participate in their cities.

MDA Director of Business Development Courtney Janes presented a plaque as token of appreciation to OCFA and the Orange County Professional Firefighters Association and its MDA Battalion Coordinator, Fire Captain Alan Robinson, for their work on last year’s campaign. She also indicated monies received funded programs in Orange County.

MDA Spokesperson Holly Winberg and her mother, Bonnie, provided an overview of MDA camp activities that are funded by the “Fill the Boot” campaign.

Chairman Davert presented Resolution No. 2010-03 proclaiming the Week of April 11-17, 2010, as “National Public Safety Telecommunicators Week” to Emergency Communications Battalion Chief Ron Roberts. Battalion Chief Roberts introduced an audio of an actual 9-1-1 call.

**ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS
RESOLUTION NO. 2010-03**

**A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS PROCLAIMING THE WEEK OF APRIL 11-17, 2010,
AS “NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK”**

Chairman Davert presented Resolution No. 2010-04 proclaiming the Week of May 2-8, 2010, as “Arson Awareness Week” to Fire Investigators John Abel and Shane Sherwood.

ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS
RESOLUTION NO. 2010-04

A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS PROCLAIMING THE WEEK OF
MAY 2-8, 2010, AS "ARSON AWARENESS WEEK"

Investigator Abel commented that the goal of Arson Awareness Week is to raise community awareness of arson issues.

PUBLIC COMMENTS

Chairman Davert opened the Public Comments portion of the meeting. Chairman Davert closed the Public Comments portion of the meeting without any comments.

Director Nielsen arrived at this point (6:45 p.m.)

ADMINISTRATION OF OATH OF OFFICE FOR THE NEWLY APPOINTED BOARD MEMBERS

Chairman Davert introduced and welcomed newly appointed Board Member Mark Nielsen from the City of San Juan Capistrano.

Clerk of the Authority Sherry Wentz administered the Oath of Office to Director Nielsen.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

Budget and Finance Committee Chair Trish Kelley reported at the March 10, 2010, meeting of the Budget and Finance Committee, the Committee discussed and voted unanimously to send the Clarification of Roles/Responsibilities/Authorities Matrix, FY 2009/10 Budget Adjustments, Mid-Year Financial Report – Budget Reduction Ad Hoc Committee to the Board of Directors with the recommendation that the Board approve the items. She also reported the Committee reviewed and discussed the Mid-Year Financial Report – Budget Reduction Ad Hoc Committee report and recommendations, received a summary of the process from Chairman Davert, and also received comments from Ad Hoc Committee participants who indicated their support for the approval of the recommendations.

MINUTES (1)

1. Approval of Minutes from Regular Meeting held on January 28, 2010

On motion of Director Seymore and second by Director Ta, the Board voted to approve the Minutes from the January 28, 2010, Board of Directors Meeting. Directors Capata, Nielsen, and Weinberg abstained.

CONSENT CALENDAR (2 – 14)

All matters on the consent calendar are considered routine and are to be approved with one motion unless a Board Member or a member of the public requests separate action on a specific item.

Director Weinberg pulled Agenda Item No. 9 and Director Tetteimer pulled Agenda Item No. 11 from the Consent Calendar for separate consideration.

2. Resolution Proclaiming the Month of April 2010, as “Muscular Dystrophy Awareness Month”

Chairman Davert pulled this agenda item from the Consent Calendar for approval prior to presentations.

On motion of Director Tetteimer and second by Director Nguyen, the Board voted unanimously to adopt Resolution No. 2010-02 proclaiming the month of April 2010, as “Muscular Dystrophy Awareness Month.”

ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS
RESOLUTION NO. 2010-02

A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS PROCLAIMING THE MONTH OF APRIL 2010,
AS “MUSCULAR DYSTROPHY AWARENESS MONTH”

3. Resolution Proclaiming the Week of April 11-17, 2010, as “National Public Safety Telecommunicators Week”

Chairman Davert pulled this agenda item from the Consent Calendar for approval prior to presentations.

On motion of Director Tetteimer and second by Director Nguyen, the Board voted unanimously to adopt Resolution No. 2010-03 proclaiming the week of April 11-17, 2010, as “National Public Safety Telecommunicators Week.”

ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS
RESOLUTION NO. 2010-03

A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS PROCLAIMING THE WEEK OF APRIL 11-17, 2010,
AS “NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK”

4. Resolution Proclaiming the Week of May 2-8, 2010, as “Arson Awareness Week”

Chairman Davert pulled this agenda item from the Consent Calendar for approval prior to presentations.

On motion of Director Seymore and second by Director Capata, the Board voted unanimously to adopt Resolution No. 2010-04 proclaiming the Week of May 2-8, 2010, as “Arson Awareness Week.”

ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS
RESOLUTION NO. 2010-04

A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS PROCLAIMING THE WEEK OF
MAY 2-8, 2010, AS “ARSON AWARENESS WEEK”

5. FY 2009/10 Budget Adjustments

On motion of Director Seymore and second by Director Capata, the Board voted unanimously to:

1. Increase revenue and appropriations in the Fund 121 (General Fund) by \$2,467,560.
2. Increase appropriations in Fund 124 (Communications and Information Systems Replacement) by \$389,704 and in Fund 133 (Vehicle Replacement) by \$2,332,829 to prepay lease purchase agreements. Release reserves in these funds by the same amount to fund these prepayments.

6. Clarification of Roles/Responsibilities/Authorities Matrix

On motion of Director Seymore and second by Director Capata, the Board voted unanimously to:

1. Receive and file the report.
2. Approve the submitted change to the Roles/Responsibilities/Authorities Matrix.

7. Approval of Amendment to County Island Fire Protection Agreements Between OCFA and the Cities of Anaheim and La Habra

On motion of Director Seymore and second by Director Capata, the Board voted unanimously to authorize the Chair to execute the amendment to the agreements with the Cities of Anaheim and La Habra for the period July 1, 2010, through June 30, 2015.

8. Secured Fire Protection Agreement with K. Hovnanian at Stanton, LLC, for Entitlements in Cambria Development, Tract 17286, in the City of Stanton and Agreement of Transfer to City of Stanton

On motion of Director Seymore and second by Director Capata, the Board voted unanimously to:

1. Authorize the Fire Chief to enter into a Secured Fire Protection Agreement with K. Hovnanian at Stanton, LLC, for entitlements in Cambria development, Tract 17286, in the City of Stanton.
2. Authorize the Fire Chief to enter into an Agreement Regarding Transfer of Proceeds of Secured Fire Protection Agreement with Cambria development, Tract 17286, in the City of Stanton.
3. 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 K. Hovnanian at Stanton, LLC, company a copy of the conformed document within fifteen (15) days of recordation.

9. Monthly Reserve Firefighter Program Status Update

Director Weinberg pulled this agenda item to inquire on the status of the performance matrix.

Community Volunteer Services Battalion Chief Kirk Wells indicated staff is in the process of compiling performance measures, which will be presented to the Board at a future meeting.

On motion of Director Weinberg and second by Director Tetteimer, the Board voted unanimously to receive and file the report.

10. March 2010 Legislative Report

On motion of Director Seymore and second by Director Capata, the Board voted unanimously to:

1. Receive and file the March 2010 State Legislation Report.
2. Support the local revenue protection initiative as presented by the League of California Cities.

11. Award of a Construction Contract for Sanitary Sewer System for Fire Station 18, Trabuco Canyon

Director Tetterer pulled this agenda item to discuss the contingency percentage for the Fire Station 18 sanitary sewer construction project.

Assistant Chief Dave Pierce introduced Property Manager Steve Chambers who clarified that a 15% contingency, up to a maximum of \$50,000, is in accordance with Board policy as adopted in the Roles, Responsibilities, and Authorities matrix.

Director Tetterer recommended staff review the policy and indicated normal industry standard allows a 10% contingency.

On motion of Director Weinberg and second by Director Kelley, the Board voted unanimously to:

1. Accept the bid of David T. Wasden, Inc.
2. Award a contract for construction of the Fire Station 18 sanitary sewer to David T. Wasden, Inc. in the amount of \$97,468.
3. Approve a total project budget not to exceed \$132,286 and authorize the Purchasing and Materials Manager to approve additional or changed services consistent with the project budget, if needed.

12. Administrative Enforcement Orders Status Report

On motion of Director Seymore and second by Director Capata, the Board voted unanimously to receive and file the report.

13. Adopt Resolution Establishing the Need and Authorization for Access to State and Federal Criminal History Information

On motion of Director Seymore and second by Director Capata, the Board voted unanimously to adopt Resolution No. 2010-05 establishing the need and authorization for access to State and Federal criminal history information.

ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS
RESOLUTION NO. 2010-05

A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS ESTABLISHING THE NEED
AND AUTHORIZATION FOR ACCESS TO STATE AND
FEDERAL CRIMINAL HISTORY INFORMATION

14. Resolution Proclaiming the Month of April 2010, as “Earthquake Preparedness Month”

On motion of Director Seymore and second by Vice Chair Blais, the Board voted unanimously to adopt Resolution No. 2010-06 proclaiming the Month of April 2010, as “Earthquake Preparedness Month.”

ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS
RESOLUTION NO. 2010-06

A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY
BOARD OF DIRECTORS PROCLAIMING PROCLAIMING THE MONTH
OF APRIL 2010, AS “EARTHQUAKE PREPAREDNESS MONTH”

END OF CONSENT CALENDAR

BOARD DISCUSSION (15)

15. Mid-Year Financial Report – Budget Reduction Ad Hoc Committee

Director Davert provided a summary of the Budget Reduction Ad Hoc Committee’s accomplishments and indicated stakeholders were able to reach a consensus to identify \$3 million dollars in budget reductions. He also indicated the Air Operation’s pending Helicopter Needs Assessment would be addressed at a later date.

Assistant Chief Lori Zeller provided an overview of two items not included the Ad Hoc Committee’s proposal, which were the reduction of workers’ compensation budget and deferment of internal control audit requirement for one year. She also indicated at the request of the City of Irvine, a Division Captain will remain stationed in its city upon approval of the recommendations.

Director Kang indicated he had not been contacted by OCFA staff regarding the reduction of staffing from one BLS engine and one medic van to one paramedic unit at Fire Station 20, and requested the reduction be held pending discussion with him.

Assistant Chief Zeller apologized for not directly contact Director Kang, and noted OCFA staff had contacted city officials in advance of the recommended action regarding Fire Station 20 staffing reductions. Chief Zeller introduced Strategic Services Battalion Chief Bryan Brice who indicated response levels would remain within Apparatus Deployment Modeling parameters.

Director Kang agreed to move forward with the recommendations, and requested staff meet with him to discuss the reduction of service in east Irvine.

Public Comments:

The following members of the public indicated their support of the Ad Hoc Committee's recommendations:

- Dave Phillips, President, Orange County Chief Officers Association
- Joe Kerr, President, Orange County Professional Firefighters Association, Local 3631

A lengthy discussion ensued.

Chair Davert commended Fire Chief Richter and the Executive Management staff for their work on this item.

On motion of Director Scott and second by Director Seymore, the Board voted to:

1. Determine that available unencumbered funds identified in the 2008/09 annual financial audit be allocated to OCFA's General Fund to balance the mid-year budget adjustments and to supplement cash reserves. Direct staff to include this allocation in the mid-year budget adjustment that will be submitted to the Board in May 2010.
2. Direct staff to implement the measures recommended by the Budget Reduction Ad Hoc Committee and include the corresponding changes in the FY 2009/10 mid-year budget adjustment that will be submitted to the Board in May 2010 and/or in the FY 2010/11 proposed budget; and to meet with the Irvine City Manager, Police Chief, and if necessary, the Mayor, to further discuss the reduction of staffing from one BLS engine and one medic van to one paramedic unit at Fire Station 20.
3. Review and approve the Release Time Agreement in substantially the same form as submitted.

Directors Reese and Tettermer noted their opposition to the Release Time Agreement.

Director Dahl noted his opposition to the reduction of staffing for Fire Station 20.

REPORTS (16)

16. Chief's Report

Chief Richter commended the Budget Reduction Ad Hoc Committee for their work on finding ways to reduce the budget. He also introduced and welcomed new Deputy Fire Chief Ron Blaul and Assistant Fire Chief Jorge Camargo, and indicated he had many viable candidates. Finally, Chief Richter reported in the last month there were nine retirements, eight suppression and one administrative.

BOARD MEMBER COMMENTS

Director Trish Kelley reported she went to Washington, D.C. with Assistant Chiefs Laura Blaul and Dave Pierce; and Legislative Analyst Jay Barkman to meet with legislators and gain support for appropriations for the Urban Search and Rescue Program and to present the “Ready, Set, Go” Program.

Director Shawver thanked the OCFA and Fire Station 46 for the great job they did containing a fire in a single-family home in the City of Stanton.

Director Shanks indicated Fire Station 48 had its grand opening in the City of Seal Beach and encouraged Board Members to visit the station. He also indicated the project came in \$2 million under budget and finished two months early.

Director Rikel thanked OCFA for helping the City of Yorba Linda graduate 80 people at its third Community Emergency Response Team class. She also acknowledged the loss of two Yorba Linda residents who served as Marines in Afghanistan, Sergeant Major Robert J. Cottle and Lance Corporal Rick J. Centanni.

Chair Davert thanked Board Members for their patience during the Budget Reduction Ad Hoc Committee process and appreciated their support of the item.

Vice Chair Blais thanked Board Members for having confidence in the Chair and him through the budget reduction process and indicated it had been very educational for all members of the Budget Reduction Ad Hoc Committee.

CLOSED SESSION

No items.

ADJOURNMENT

Chairman Davert adjourned the meeting at 8:12 p.m. The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for May 27, 2010, at 6:30 p.m.

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