

MINUTES
ORANGE COUNTY FIRE AUTHORITY
Budget and Finance Committee Meeting
January 13, 2010
12:00 Noon

OCFA - RFOTC
1 Fire Authority Road
Room AE117
Irvine, CA 92602

CALL TO ORDER

Chair Kelley called a regular meeting of the Orange County Fire Authority Budget and Finance Committee to order at 12:00 noon on January 13, 2010.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

PRESENT: Neil Blais, Rancho Santa Margarita
Gary Capata, Laguna Niguel
Doug Davert, Tustin
Trish Kelley, Mission Viejo
Nancy Rikel, Yorba Linda
Tri Ta, Westminster
Steven Weinberg, Dana Point

ABSENT: None

Also present were Fire Chief Keith Richter, Assistant Chiefs Laura Blaul, Mark Kramer, Dave Pierce, and Lori Zeller; Clerk of the Authority Sherry Wentz; and Assistant Clerk of the Authority Lydia Slivkoff.

PUBLIC COMMENTS

Chair Kelley opened the Public Comments portion of the meeting. Chair Kelley closed the Public Comments portion of the meeting without any statements from the public.

MINUTES (1)

1. Approval of Minutes for the November 4, 2009, Budget and Finance Committee Meeting

On motion of Director Ta and second by Director Weinberg, the Committee voted to approve the Minutes for the November 4, 2009, Budget and Finance Committee Meeting as submitted. Vice Chair Capata and Director Blais abstained.

CONSENT CALENDAR

No items.

DISCUSSION CALENDAR (2 - 5)

2. Monthly Investment Report

Assistant Chief Lori Zeller introduced Assistant Treasurer Jane Wong who provided an overview of the investment reports and current market activity.

On motion of Director Blais and second by Director Ta, the Committee voted unanimously to direct staff to place the item on the agenda for the Executive Committee meeting of January 28, 2010, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

3. Mid-Year Financial Report

Chief Richter provided an update on the Mid-Year Financial Report process.

Assistant Chief Lori Zeller provided an in-depth PowerPoint presentation on the Mid-Year Financial Report.

Public Comments:

- Dave Phillips, President , Orange County Chief Officers Association
- Joe Kerr, President , Orange County Professional Firefighters Association, Local 3631
- Aaron Peardon, Labor Relations Representative, Orange County Employees Association

The Committee ensued in a lengthy discussion.

On motion of Director Blais and second by Director Weinberg, the Committee voted unanimously to direct staff to place the item on the agenda for the Board of Directors meeting of January 28, 2010, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions:

1. Receive and file the report.
2. 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 March 2010.
3. Review the proposed budget reduction measures and direct staff to include Scenario #3 – Mid-Year Reductions (See Attachment 1, Exhibit 2, Pages 5-6) in the March mid-year budget adjustment.
4. Approve all of the proposed budget reduction measures with the exception of: (1) Elimination of the Overtime-Funded 4th Position on Trucks, (2) Reduction of Station 20 Staffing, and (3) Expiration of Release Time Agreement. The Committee requested staff to search for alternative budget reduction measures and return at a later date with suggestions

4. Cardiac Monitor/Defibrillator Replacement

Assistant Chief Mark Kramer introduced Emergency Medical Services Battalion Chief Jim Bailey who provided an overview on the Cardiac Monitor/Defibrillator Replacement.

On motion of Director Ta and second by Director Davert, the Committee voted unanimously to direct staff to place the item on the agenda for the Board of Directors meeting of January 28, 2010, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions:

1. Approve the issuance of a sole source purchase order to Zoll Medical Corporation for the purchase of new "E Series" ALS monitor/defibrillators and "AED Pro" BLS/ALS semi-automatic monitor/defibrillators with associated support equipment, cables and supplies, for a total cost of \$1,897,520.
2. Authorize an increase in appropriations of \$1,897,520 in Fund 133 (Vehicle Replacement) for FY 2009/10 and release reserves in the same amount.

5. Cost Containment Status Update

Assistant Chief Lori Zeller provided an update on the status of cost containment.

On motion of Director Blais and second by Director Davert, the Committee voted unanimously to direct staff to place the item on the agenda for the Board of Directors meeting of January 28, 2010, with the Budget and Finance Committee's recommendation that the Board of Directors approve a reduction of \$17,830 within the Board of Directors FY 2010/11 budget for formal printing and delivery of the Annual Report and Board Agendas, and replace past printing and delivery practices with electronic distribution methods.

REPORTS

None.

COMMITTEE MEMBER COMMENTS

None.

ADJOURNMENT

Chair Kelley adjourned the meeting at 1:34 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, February 10, 2010, at 12:00 noon.

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