

MINUTES
ORANGE COUNTY FIRE AUTHORITY
Budget and Finance Committee Meeting
March 10, 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 March 10, 2010.

PLEDGE OF ALLEGIANCE

Director Weinberg 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
Steven Weinberg, Dana Point

ABSENT: Tri Ta, Westminster

Also present were Fire Chief Keith Richter, Deputy Chief Ron Blaul, Assistant Chiefs Laura Blaul, Jorge Camargo, 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 January 13, 2010, Budget and Finance Committee Meeting

On motion of Director Weinberg and second by Vice Chair Capata, the Committee voted unanimously to approve the Minutes for the January 13, 2010, Budget and Finance Committee Meeting, as submitted.

CONSENT CALENDAR

No items.

DISCUSSION CALENDAR (2 - 6)

2. Monthly Investment Report

Assistant Chief Lori Zeller indicated a market update was unavailable.

On motion of Director Weinberg and second by Director Rikel, the Committee voted unanimously to direct staff to place the item on the agenda for the Executive Committee meeting of March 25, 2010, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

3. Review of OCFA's Transmittal Process to the Orange County Employees Retirement System (OCERS)

Finance Manager Jim Ruane provided an overview of the of OCFA's transmittal process to the Orange County Employees Retirement System (OCERS).

On motion of Director Weinberg and second by Vice Chair Capata, the Committee voted unanimously to:

1. Receive and file the attached report on OCFA's Transmittal Process to the OCERS Retirement System.
2. Direct staff to implement the OCFA management responses included in the OCERS' report.

4. Clarification of Roles/Responsibilities/Authorities Matrix

Assistant Chief Lori Zeller introduced Purchasing & Materials Manager John Coggins who provided an overview on the clarification of the Roles/Responsibilities/Authorities Matrix.

On motion of Director Weinberg and second by Director Blais, the Committee voted unanimously to direct staff to place the item on the agenda for the Board of Directors meeting of March 25, 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. Approve the submitted change to the Roles/Responsibilities/Authorities Matrix.

5. FY 2009/10 Budget Adjustments

Assistant Chief Lori Zeller provided an overview on the submitted FY 2009/10 budget adjustments that were not included in the Mid-Year Financial Report.

On motion of Director Blais and second by Vice Chair Capata, the Committee voted unanimously to direct staff to place the item on the agenda for the Board of Directors meeting of March 25, 2010, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions:

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.

Director Davert arrived at this point (12:12 p.m.)

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

Assistant Chief Lori Zeller provided an in-depth overview of the Budget Reduction Ad Hoc Committee and its recommendations.

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 Ad Hoc Committee would meet at a later date to address Air Operation's pending the Helicopter Needs Assessment.

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
- Dave Paschke, Representative, Orange County Employees Association
- Joe Kerr, President, Orange County Professional Firefighters Association, Local 3631
- Jim Ruane, Representative, OCFA Administrative Managers

On motion of Director Weinberg and second by Vice Chair Capata, the Committee voted unanimously to direct staff to place the item on the agenda for the Board of Directors meeting of March 25, 2010, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions:

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.
3. Review and approve the Release Time Agreement in substantially the same form as submitted.

REPORTS

None.

COMMITTEE MEMBER COMMENTS

Chair Kelley reported she traveled to Washington D.C. with Assistant Chiefs Blaul and Pierce, and Legislative Analyst Jay Barkman to meet with legislators regarding the "Ready, Set, Go" and Urban Search and Rescue programs.

ADJOURNMENT

Chair Kelley adjourned the meeting at 12:40 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, April 14, 2010, at 12:00 noon.