

MINUTES
ORANGE COUNTY FIRE AUTHORITY
Budget and Finance Committee Meeting

April 14, 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 12:02 noon on April 14, 2010.

PLEDGE OF ALLEGIANCE

Director Rikel 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, 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.

Public comments were received from Joe Kerr, President, Orange County Professional Firefighters Association, Local 3631, to provide additional recommended cost recovery proposals and a synopsis of revenue generated in collaborative efforts between the OCFA and the OCPFA.

Chair Kelley closed the Public Comments portion of the meeting.

Director Davert arrived at this point (12:09 p.m.)

MINUTES (1)

1. Approval of Minutes for the March 10, 2010, Budget and Finance Committee Meeting

On motion of Director Davert and second by Director Weinberg, the Committee voted to approve the Minutes for the March 10, 2010, Budget and Finance Committee Meeting, as submitted. Director Ta abstained.

CONSENT CALENDAR (2)

2. January - March 2010, Quarterly Change Order Report

On motion of Director Davert and second by Director Ta, the Committee voted unanimously to receive and file the report.

DISCUSSION CALENDAR (3 - 5)

3. Monthly Investment Report

Treasurer Patricia Jakubiak provided an overview of the investment reports and current market activity.

On motion of Director Ta and second by Director Blais, the Committee voted unanimously to direct staff to place the item on the agenda for the Executive Committee meeting of April 22, 2010, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

4. Internal Control Review of Grant Management Policies and Procedures

Finance Manager Jim Ruane introduced William S. Morgan, Director of Consulting Services for Diehl, Evans & Company, LLP who provided an overview of the Internal Control Review of Grant Management Policies and Procedures.

On motion of Director Blais and second by Director Ta, the Committee voted unanimously to:

1. Receive and file the attached Agreed-Upon Procedures Review of Grant Management Policies and Procedures.
2. Direct staff to implement the corrective actions as stated in this staff report, and to return to the Budget and Finance Committee for review and approval of any policy documents upon completion.

5. Update of Advanced Life Support & Medical Supply Reimbursement Rates, Fire Prevention Fees, Cost Reimbursement Rates, and Public Record Request Fees and Charges

Finance Manager Jim Ruane provided a comprehensive PowerPoint presentation on the Update of Advanced Life Support & Medical Supply Reimbursement Rates, Fire Prevention Fees, Cost Reimbursement Rates, and Public Record Request Fees and Charges.

Public comments were received from Bryan Starr, BIA in opposition to raising Fire Prevention fees.

On motion of Vice Chair Capata and second by Director Weinberg, the Committee voted unanimously to review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of May 27, 2010, with the Budget and Finance Committee's recommendation that the Board of Directors take the following actions:

1. Open Public Hearing.
2. Accept testimony.
3. Close Public Hearing.
4. Authorize staff to increase OCFA's Advanced Life Support (ALS) and Basic Life Support (BLS) Medical Supply reimbursement rates by the same percentage increase as approved by the Orange County Board of Supervisors for the maximum BLS

emergency transportation billing rate. If approved by the County Board of Supervisors, said increase should be effective on or after July 1, 2010.

5. Adopt the submitted Resolution approving changes in Fire Prevention Fees, Public Record Request Fees and Charges, and the Exemptions and Exceptions Policy effective July 26, 2010 (Attachment 2).
6. Adopt the submitted Cost Reimbursement Rate schedules effective July 1, 2010 (Attachments 5a, 5b).

REPORTS

Chief Zeller indicated that a draft Budget for FY 2010/11 and a comprehensive presentation on the Workers' Compensation Program would both be presented at the May 12, 2010, Budget and Finance Committee Meeting. For scheduling purposes, she alerted the Committee Members this would extend the regular meeting to approximately two hours.

COMMITTEE MEMBER COMMENTS

Vice Chair Capata suggested staff continue to collaborate with labor groups on budget issues.

ADJOURNMENT

Chair Kelley adjourned the meeting at 1:13 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, May 12, 2010, at 12:00 noon.

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