



ORANGE COUNTY FIRE AUTHORITY AGENDA

Budget and Finance Committee Meeting

Wednesday, September 8, 2010

12:00 Noon

Orange County Fire Authority Regional Fire Operations and Training Center

1 Fire Authority Road
Room AE117
Irvine, California 92602

Trish Kelley, Chair
Gary Capata, Vice Chair
Neil Blais Doug Davert Nancy Rikel
Tri Ta Steven Weinberg
Tim Casey - Ex Officio

Unless legally privileged, all supporting documentation and any writings or documents provided to a majority of the Budget and Finance Committee 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 2nd 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 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. Supporting documents, including staff reports, are available for review at the Orange County Fire Authority Regional Fire Operations and 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 8:00 a.m. to 5:00 p.m.

If you wish to speak before the Budget and Finance Committee, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority. Speaker Forms are available on the counter noted in the meeting 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. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS

Any member of the public may address the Committee on items within the Committee'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.

MINUTES (1)**1. [Approval of Minutes for the July 14, 2010, Budget and Finance Committee Meeting](#)**

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

CONSENT CALENDAR

No items.

DISCUSSION CALENDAR (2 – 7)**2. [Monthly Investment Report](#)**

Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of September 23, 2010, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

3. [Staffing Grant Application](#)

Submitted by: Dave Pierce, Assistant Chief, Support Services Department

Recommended Actions:

1. Direct staff to submit an application to fill positions on Truck 43, 46, and 64 under the Staffing for Adequate Fire and Emergency Response FY 2010 Grant.
2. Direct staff to return to the Budget and Finance Committee and the Board of Directors for review and acceptance of any grant award.

4. Change Order Policy Review – Construction Contract Contingencies

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

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Board of Directors meeting of September 23, 2010, with the Budget and Finance Committee’s recommendation that the Board of Directors approve the submitted changes to the Roles/Responsibilities/Authorities Matrix reducing the normal contingency amount for Board-approved construction contracts from 15% to 10%.

5. Rebudget of FY 2009/10 Uncompleted Projects

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

Recommended Action:

Review the proposed agenda item and direct staff to place this item on the agenda for the Board of Directors meeting of September 23, 2010, with the Budget and Finance Committee’s recommendation that the Board of Directors take the following actions:

Authorize the following budget adjustments:

Fund	Increase Revenue	Increase Appropriations	Release Reserves
121	285,511	617,299	331,788
123		1,952,166	1,952,166
124		1,377,063	1,377,063
133		285,291	285,291
171		30,000	30,000

6. Air Operations Program

Submitted by: Ron Blaul, Deputy Fire Chief

Recommended Actions:

1. Continue current scheduling as described in Option 1 of the attached Aviation Work Group Report.
2. Direct the Fire Chief to monitor both Operational need and program effectiveness annually and make recommendations for schedule and other Air Operations Program modifications as necessary.

7. **Voluntary Service Retirement Incentive Program (VSRIP)**
Submitted by: Lori Zeller, Assistant Chief, Business Services Department

Recommended Actions:

Review the proposed agenda item and recommend that the Board of Directors take the following actions:

1. Approve and implement the submitted Voluntary Service Retirement Incentive Program.
2. Direct staff to report back to the Board of Directors with results following the close of the application period.

REPORTS

No items.

ELECTION OF CHAIR AND VICE CHAIR

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, October 13, 2010, at 12:00 noon.

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 Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 2nd day of September 2010.

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

UPCOMING MEETINGS:

Board of Directors Study Session	Thursday, September 9, 2010, 6:30 p.m.
Claims Settlement Committee Meeting	Thursday, September 23, 2010, 5:00 p.m.
Executive Committee Meeting	Thursday, September 23, 2010, 6:00 p.m.
Board of Directors Meeting	Thursday, September 23, 2010, 6:30 p.m.
Budget and Finance Committee Meeting	Wednesday, October 13, 2010, 12:00 noon