

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Budget and Finance Committee Meeting
Wednesday, August 14, 2013
12:00 Noon

Regional Fire Operations and Training Center
Room AE117
1 Fire Authority Road
Irvine, CA 92602

CALL TO ORDER

A regular meeting of the Orange County Fire Authority Budget and Finance Committee was called to order on August 14, 2013, at 12:00 noon by Chair Murray.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Sam Allevato, San Juan Capistrano
Randal Bressette, Laguna Hills
Jerry McCloskey, Laguna Niguel
Al Murray, Tustin
Elizabeth Swift, Buena Park

Absent: Trish Kelley, Mission Viejo
Steven Weinberg, Dana Point

Also present were:

Deputy Chief Craig Kinoshita
Assistant Chief Brian Stephens
Assistant Chief Lori Zeller
Assistant Clerk Lydia Slivkoff

General Counsel David Kendig
Assistant Chief Dave Thomas
Clerk of the Authority Sherry Wentz

PUBLIC COMMENTS (F: 12.02B3)

Chair Murray opened the Public Comments portion of the meeting. Chair Murray closed the Public Comments portion of the meeting without any comments.

MINUTES

1. **Minutes for the July 10, 2013, Budget and Finance Committee Meeting (F: 12.02B2)**

On motion of Chair Murray and second by Director Bressette, the Committee voted to approve the minutes of the July 10, 2013, Budget and Finance Committee Meeting. Director Swift abstained.

CONSENT CALENDAR

No items.

DISCUSSION CALENDAR

2. **Monthly Investment Report (F: 11.10D2)**

Treasurer Tricia Jakubiak provided an overview of the investment report and current global market activity.

On motion of Director Allevato and second by Director Bressette, the Committee voted unanimously to direct staff to place the item on the agenda for the Executive Committee meeting of August 22, 2013, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

3. **Annual Investment Report (F: 11.10D1)**

Treasurer Tricia Jakubiak introduced Assistant Treasurer Jane Wong who provided a summary of the Annual Investment Report.

On motion of Director Bressette and second by Vice Chair Swift, the Committee voted unanimously to direct staff to place the item on the agenda for the Executive Committee meeting of August 22, 2013, with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the report.

4. **Monthly Status Update – Orange County Employees' Retirement System (F: 17.06)**

Treasurer Tricia Jakubiak provided a report on the Orange County Employees' Retirement System (OCERS).

On motion of Vice Chair Swift and second by Director Bressette, the Committee voted unanimously to receive and file the report, and directed staff to provide an update on the potential rate increase impacts for cash contract cities should OCERS change the amortization schedule.

5. Internal Control Review on Procurement/Disbursement Practices related to Cal Cards, Travel-related activities, and Fuel Usage (F: 15.02A1)

Assistant Chief Lori Zeller provided an overview of the Internal Control Review on Procurement/Disbursement Practices related to Cal Cards, Travel-related activities, and Fuel Usage, and introduced Bryan Gruber, CPA of Lance, Soll & Lunghard, LLC. who provided an audit report on the internal control reviews and control recommendations for Fuel Usage, Cal Card issuance and practices, and OCFA's travel related policy.

A lengthy discussion ensued.

On motion of Chair Murray and second by Director Bressette, the Committee voted unanimously to:

1. Receive and file the attached Independent Auditors' Report of Internal Controls on Procurement/Disbursement Practices related to Cal Cards, Travel-related activities, and Fuel Usage.
2. Direct staff to implement the corrective actions as stated under OCFA management responses in the attached report.

6. Board Member Request for Salary and Benefit Survey (F: 17.09A)

Public comments were received from Stephen Wontrobski, Mission Viejo resident, in support of providing a salary and benefit survey.

Deputy Fire Chief Craig Kinoshita provided an overview on a Board member's request for a salary and benefit survey.

A lengthy discussion ensued.

On motion of Director Bressette and second by Director Allevato, the Committee voted unanimously to place the item on the agenda for the Board of Directors meeting of September 26, 2013, with the Budget and Finance Committee's non-endorsement of the salary and benefit survey, and direct staff to expand the staff report's fiscal impact to discuss potential costs and personnel impacts.

7. Equity Working Group Status Report (F: 17.09A)

Assistant Chief Lori Zeller provided a comprehensive report on meetings with the Equity Working Group, and representatives from the City of Irvine.

A lengthy discussion ensued.

On motion of Vice Chair Swift and second by Chair Murray, the Committee voted unanimously to recommend the proposed equity mitigation option referred to as the Hybrid Model, and direct staff to propose the model to the Equity Working Group Ad Hoc Committee at its August 21, 2013, meeting.

REPORTS (F: 12.02B6)

No items.

ELECTION OF CHAIR/VICE CHAIR (F: 12.02B1)

On motion of Chair Murray and second by Director Bressette, the Committee voted unanimously to elect Elizabeth Swift as Chair of the Budget and Finance Committee for the ensuing term.

On motion of Director Allevato and second by Vice Chair Swift, the Committee voted unanimously to elect Randy Bressette as Vice Chair of the Budget and Finance Committee for the ensuing term.

COMMITTEE MEMBER COMMENTS (F: 12.02B4)


Director McCloskey commended Division Chief Bryan Brice for providing him one-on-one insight on OCFA operations.

Director Allevato thanked OCFA staff for responding to a fire in his neighborhood, and indicated two people were rescued by a neighbor.

Chair Murray thanked the Budget and Finance Committee for a year of hard work, and thanked staff, specifically Lori Zeller for her assistance.

Vice Chair Swift thanked Chair Murray for a great year of hard work. She also encouraged members to attend the Titanic The Experience and Bodies Exhibition in the City of Buena Park, and indicated discount coupons were available on the www.visitbuenapark.com website.

ADJOURNMENT – Chair Murray adjourned the meeting at 1:32 p.m. The next regular meeting of the Budget and Finance Committee is scheduled for Wednesday, September 11, 2013, at 12:00 noon.



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