



# Moraga-Orinda Fire District

## Board of Directors

### REGULAR MEETING

November 17, 2021

**6:00 p.m. CLOSED SESSION**

**7:00 p.m. OPEN SESSION**

*This meeting will be conducted by webinar and teleconference only in accordance with AB 361. To protect our residents, officials, and staff, and in accordance with AB 361, all public meetings are being conducted electronically to prevent imminent risks to the health or safety of attendees. The meeting is not available for in-person attendance. Members of the public may attend the meeting by video or phone linked in this agenda.*

#### **PLEASE NOTE TELECONFERENCE MEETING INFORMATION:**

To join the Meeting:

By Phone: 1-669-900-6833

Please click the link below to join the webinar by Zoom:

<https://us02web.zoom.us/j/83090212376>

Webinar ID: 830 9021 2376

**Public Participation** is encouraged by joining via the ZOOM link or the dial-in information above. You can access it either via a smartphone or computer App (Zoom) or via phone.

**Live Public Comment** can be provided via the Zoom app (during public comment) by the raise hand feature. If participating by phone, dial \*9 to raise your hand. Staff will call on participants by the name provided or last 4 digits of phone number for dial-in attendees. When your name or number is called, a notification is sent requesting that you unmute your microphone. Participants will be called in the order of hands raised to comment.

**Written Public Comment** can be provided via email at [info@mofd.org](mailto:info@mofd.org).

- Emails received by **3pm** on the day of the meeting will be forwarded to the Board of Directors. Emails will be made a part of the public record and available to view by 5pm on the day of the meeting by following this link [www.mofd.org/agendas](http://www.mofd.org/agendas)
- Comments may also be submitted by e-mail during the meeting up until the closure of the public comment period on the relevant agenda item. These will be read into the record by staff at their normal cadence and will be limited to a maximum of 3 minutes.

If you are participating via meeting link (i.e. web platform), and experience technological difficulties, please re-join the meeting by phone via phone number provided above. In the event the meeting broadcast is disrupted, or if a technical issue on the agency's end disrupts public comment, the board will pause the meeting and will not take any further action on items on the agenda until access is restored.

The meeting will be live streamed via the MOFD YouTube Channel. A link is accessible via the District's website.

#### 1. OPENING CEREMONIES

- 1.1. Call the Meeting to Order
- 1.2. Roll Call

#### 2. PUBLIC COMMENT

General public comment on any closed session item that will be heard. Comments may be limited to no more than three minutes pursuant to board policy.

#### 3. CLOSED SESSION

- 3.1. **Conference with Labor Negotiator**  
(Government Code Section 54957.6)  
Agency Designated Representative: Donna Williamson  
Employee Organization: Local 1230, International Association of Firefighters IAFF
- 3.2. **Conference with Labor Negotiator**  
(Government Code Section 54957.6)  
Agency Designated Representative: Jonathan Holtzman  
Employee Organization: Unrepresented Employees
- 3.3. **Conference with Labor Negotiator**  
(Government Code Section 54957.6)  
Agency Designated Representative: Donna Williamson  
Employee Organization: Moraga-Orinda Fire Chief Officers' Association

**4. RECONVENE THE MEETING**

- 4.1. Call the Meeting to Order
- 4.2. Roll Call

**5. REPORT OF CLOSED SESSION ACTION****6. PUBLIC COMMENT – ITEMS NOT ON THE AGENDA**

At the beginning of each regular District Board meeting, any member of the public may address the District Board concerning any item **not** on the Board's agenda but within the subject matter jurisdiction of the Board. Speakers will be limited to three (3) minutes unless otherwise specified by the Presiding Officer. The public will be given an opportunity to speak on each agenda item at the time it is called. The Board may discuss and/or take action regarding any or all of the items listed below. Once the public comment portion of any item on this agenda has been closed by the Board, no further comment from the public will be permitted unless authorized by the Board and if so authorized, said additional public comment shall be limited to the provision of information not previously provided to the Board or as otherwise limited by order of the Presiding Officer or the Board.

**7. CONSENT AGENDA**

- 7.1. **Adopt Resolution 21-18 Re-Ratifying Findings and Determining A Need to Continue Holding Remote Meetings By Teleconference**  
Staff Recommendation: Adopt Resolution 21-18 Re-Ratifying Findings and Determining A Need to Continue Holding Remote Meetings By Teleconference
- 7.2. **Meeting Minutes – October 18, 2021 (Special), October 20, 2021 (Regular), October 27, 2021 (Special)**  
Staff Recommendation: Approve and File
- 7.3. **Monthly Incident Report – October 2021**  
Staff Recommendation: Approve and File
- 7.4. **Monthly Check/Voucher Register – October 2021**  
Staff Recommendation: Approve and File
- 7.5. **Monthly Financial Report – October 2021**  
Staff Recommendation: Approve and File
- 7.6. **Quarterly Investment Report – September 2021**  
Staff Recommendation: Approve and File
- 7.7. **GASB 75 OPEB Actuarial Report Measured as of June 30, 2021**  
Staff Recommendation: Approve and File
- 7.8. **2022 Regular Board Meeting Schedule**  
Staff Recommendation: Approve and File
- 7.9. **Dissolve the Joint Fire Prevention Ad Hoc Committee with the City of Orinda and Town of Moraga**  
Staff Recommendation: Approve to dissolve the Joint Fire Prevention Ad Hoc Committee with the City of Orinda and Town of Moraga

**8. REGULAR AGENDA**

- 8.1. **Annual Audit and Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2021**  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Approve the Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2021, the Communication With Those Charged With Governance June 30, 2021 and the Independent Accountant's Report on Applying Agreed-Upon Procedures for Appropriations Limit Calculation For the Year Ended June 30, 2021
- 8.2. **Asset Allocations and Investment Guidelines Documents for the Pension Trust and for the Other Post-Employment Benefits Trust**  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Provide direction to staff regarding the Asset Allocations and Investment Guidelines Documents for the Pension Trust and Other Post-Employment Benefits Trust
- 8.3. **Quarter One Financial Update and Budget Review FY2022**  
Staff Recommendation: 1) No action required; Informational purposes only
- 8.4. **Approval of a Memorandum of Understanding between the District and Moraga-Orinda Fire Chief Officers Association for the period July 1, 2021 – June 30, 2024; Approval of Salary Schedule Effective July 1, 2021**  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Approve the Memorandum of Understanding between the District and Moraga-Orinda Fire Chief Officers Association for the period July 1, 2021 – June 30, 2024; 4) Approval of the Salary Schedule Effective July 1, 2021.

- 8.5. **Approval of Unrepresented Employee Handbook Authorizing Salary and Benefits for Unrepresented Employees Effective November 18, 2021**  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Approve the Unrepresented Employee Handbook authorizing salary and benefits for Unrepresented Employees effective November 18, 2021
  - 8.6. **Adoption Resolution 21-19 VantageCare Retirement Health Savings (RHS) Program**  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Adopt Resolution No. 21-19 Adopting the VantageCare Retirement Health Savings Program
  - 8.7. **Election of Board Officers**  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Elect new officers to be effective January 1, 2022.
  - 8.8. **Appointment of Standing and Ad Hoc Committee Members and District Liaisons**  
Staff Recommendation: 1) Discuss; 2) Deliberate; 3) Appoint new Audit and Finance Committee members, Ad Hoc Committee members, and District Liaisons to be effective January 1, 2022
9. COMMITTEE REPORTS
- 9.1. **Audit Committee (Directors Danziger and Jex)**
  - 9.2. **Finance Committee (Directors Danziger and Jorgens)**
  - 9.3. **Facilities Station 41 Ad Hoc Committee (Directors Baitx and Donner)**
10. ANNOUNCEMENTS
- 10.1. **Brief information only reports related to meetings attended by a Director at District expense**  
(Government Code Section 53232.3(d))
  - 10.2. **Questions and informational comments from Board members and Staff**
  - 10.3. **Fire Chief Updates**
    - 10.3.1. **Operations**
    - 10.3.2. **Human Resources**
    - 10.3.3. **Finance**
    - 10.3.4. **Fire Marshal**
  - 10.4. **Communications Received**
  - 10.5. **Future Agenda Items**
11. ADJOURNMENT

*The Moraga-Orinda Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District Board meetings due to a disability, to please contact the District Chief's office, (925) 258-4501, at least one business day prior to the scheduled District Board meeting to ensure that we may assist you.*

Any disclosable public records related to an open session item on a Regular meeting agenda and distributed by the Moraga-Orinda Fire District to a majority of members of the Board of Directors less than 72 hours prior to that meeting are available for public inspections at 1280 Moraga Way, Moraga, during normal business hours.

I hereby certify that this agenda in its entirety was posted on **November 12, 2021**, at the Moraga and Orinda Fire Administration offices, Stations 41, 42, 43, 44, and 45. Agenda provided to the Moraga Town Office (Hacienda) and Orinda City Hall.



Marcia Holbrook, District Secretary/Clerk