



Moraga-Orinda Fire District
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES

April 15, 2026
(Approved May 20, 2026)

1. OPENING CEREMONIES

President Jorgens called the Board of Directors Regular Meeting to order at 6:00 p.m. The meeting was conducted in a hybrid format, with in-person and remote options for public participation. Audio and video recordings of the meeting are available at www.mofd.org/agendas.

Present were the following Directors and Staff (present in person unless noted with asterisks):

Board Members: ~~Director Greg Hasler~~ (absent), Director Mike Roemer, Second Vice President John Jex, Vice President Steven Danziger, President Craig Jorgens

Staff: Fire Chief Jeff Isaacs, Deputy Fire Chief Lucas Lambert, Administrative Services Director Gloriann Sasser, and District Clerk Marcia Holbrook

District Counsel: Renne Public Law Group Founding Partner Jonathan Holtzman and Partner James Ross*

2. PUBLIC COMMENT – CLOSED SESSION ITEMS (audio 00:01:34/video 00:05:57)

There were no requests to address the Board.

At 6:01 p.m., the Board adjourned to Closed Session.

3. CLOSED SESSION

3.1 Conference with Real Property Negotiators - 1150 Moraga Way
(Government Code Section 54956.8) Agency Negotiator: Fire Chief Jeff Isaacs
Negotiating parties: CLL Enterprises, LLC and Acrisure, LLC
Under Negotiations: Instructions to negotiator will concern price and terms of payment.
Real Property: 1150 Moraga Way, Moraga, CA 94556

3.2 Conference with Legal Counsel - Anticipated Litigation
Paragraph (4) of subdivision (d) of Section 54956.9
Initiation of litigation: Two potential cases

3.3 Conference with Legal Counsel - Anticipated Litigation
(Paragraphs (2) and (3) of subdivision (d) of Section 54956.9)
(Paragraph (1) of subdivision (e) of Section 54956.9)
Significant exposure to litigation: Two potential cases

3.4 Conference with Labor Negotiator - Fire Chief
(Government Code Section 54957.6)
Unrepresented Employee: Fire Chief Jeff Isaacs
Agency Designated Representative: Jonathan Holtzman

At 6:45 p.m., Fire Chief Isaacs, Deputy Fire Chief Lambert, and Administrative Services Director Sasser left the Closed Session.

At 7:02 p.m., the Board adjourned the Closed Session.

4. RECONVENE THE MEETING (audio 00:03:02/video 01:09:55)

President Jorgens reconvened the Open Session at 7:04 p.m.:

Board Member: ~~Director Greg Hasler~~ (absent), Director Mike Roemer, Second Vice President John Jex, Vice President Steven Danziger, President Craig Jorgens

Staff: Fire Chief Jeff Isaacs, Deputy Fire Chief Lucas Lambert, Administrative Services Director Gloriann Sasser, Fire Marshal Casey Irving, Finance Manager Jacky Fan, Finance Manager Mary Smith*, Human Resources Manager Christine Russell, and District Clerk Marcia Holbrook.

District Counsel: Renne Public Law Group Founding Partner Jonathan Holtzman

5. REPORT OF CLOSED SESSION ACTION (audio 00:03:23/video [01:10:17](#))

President Jorgens announced that there was no reportable action from the Closed Session.

8. PUBLIC COMMENT – ITEMS NOT ON THE AGENDA (out of order) (audio 00:03:29/video [01:10:22](#))

At the request of Director Danziger, Public Comment for Items Not on the Agenda was taken out of order to allow Mr. Rob Pierson of the Moraga Community Foundation to present a \$2,000 gift to the Board of Directors **in support of** the Station 42 Firewise Demonstration Garden. Director Danziger reported that the funds would be used toward the purchase of a non-combustible bench for the project.

6. PUBLIC HEARING

6.1 Status of Vacant Positions as Required by AB 2561 (audio 00:06:46/video [01:13:31](#))

Administrative Services Director Sasser presented the report regarding the status of vacancies and recruitment and retention efforts for Local 1230, the Moraga-Orinda Fire Chief Officers Association, and the unrepresented employees. President Jorgens invited the employee organizations to make a presentation. The Board asked questions regarding AB 2561 and the elimination of the resume and cover letter requirement for certain recruitments.

President Jorgens opened the hearing and public comment.

1. Vincent Wells (via Zoom), Local 1230 President, confirmed receipt of the notification of the public hearing and that there were currently no issues to raise.

There were no further requests to address the Board. The public hearing was closed.

6.2 Second Reading and Adoption of Ordinance No. 26-03, Revising a Schedule of Fees for District Services and Superseding Ordinance No. 25-01 (audio 00:11:02/video [01:18:08](#))

Fire Chief Isaacs presented the report. The first reading was presented on March 18, 2026 and no comments were received.

President Jorgens opened the public hearing and public comment. There were no requests to address the Board. The public hearing was closed.

Motion by Director Roemer and seconded by Director Danziger to waive the second reading and adopt Ordinance No. 26-03, revising the schedule of fees for district services and superseding ordinance No. 25-01. Said motion carried a 4-0-1-0 roll call vote (Ayes: Jex, Roemer, Danziger, and Jorgens; Noes: None; Absent: Hasler; Abstain: None)

7. ANNOUNCEMENTS (audio 00:14:04/video [01:21:00](#))

7.1 Brief information only reports related to meetings attended by a Director at District expense (Government Code Section 53232.3(d)). None reported.

7.2 Questions and informational comments from Board members and Staff. None reported.

7.3 Communications Received. None reported

7.4 Fire Chief Updates

a. Finance Report (audio 00:14:40/video [01:21:32](#))

Finance Manager Fan reported that the OES Strike Team receivable totaled \$809,822, with \$809,714 received and \$108 remaining. He further reported that the District currently has \$26,855,000 invested in Treasury Bills. The interim audit for FY26 is scheduled for the week of April 20th. He concluded by stating the District deposited \$100,000 into escrow related to the acquisition of 1150 Moraga Way.

b. Human Resources (audio 00:16:05/video [01:22:54](#))

Human Resources Manager Russell reported that the Senior Single Role Paramedic classification is fully staffed; one Single Role Paramedic candidate is in the background process; four Single Role EMT candidates are on the eligibility list, with two in the

background process; four Fuels Mitigation Specialist candidates are moving forward; and six applicants applied for the promotional Fire Engineer/Paramedic II opportunity, with testing scheduled for April 20 and 21, 2026. Director Danziger requested that staff provide an email update if Fuels Mitigation Specialist hiring occurs before the next meeting.

c. Fire Marshal (audio 00:17:40/video 01:24:28)

Fire Marshal Irving presented the Fire Prevention Report as outlined in the staff report. Board Members asked questions regarding dormitory inspections and the District's exterior hazard abatement inspection plan for the year. She stated that the exterior hazard abatement inspection plan is in progress and will be presented at the next Board meeting.

d. Saint Mary's College of California (audio 00:19:58/video 01:26:47)

Fire Marshal Irving provided an update regarding fire alarm system modifications at Saint Mary's College. She reported that eight of 21 dormitories have been reprogrammed so that dormitory dwelling unit and sleeping unit smoke alarms transmit a supervisory signal in accordance with the California Fire Code, and that the remaining 13 buildings will require equipment replacement or infrastructure upgrades before transitioning to that configuration. Staff will continue to meet with Saint Mary's College staff.

e. Operations (audio 00:22:13/video 01:29:07)

Deputy Fire Chief Lambert provided an update regarding weather conditions, early fire season preparation, training, interagency coordination, significant incidents, fuel break pile burning, and community outreach.

Fire Chief Isaacs reported that staff will attend the California Board of Forestry Zone Zero meeting remotely on April 23, 2026, and that additional information would be provided as available.

f. Upcoming Calendar and Events - (next 30 days)

The Board reviewed the upcoming calendar and events.

No public comments were received for the Announcement items.

8. PUBLIC COMMENT – ITEMS NOT ON THE AGENDA (audio 00:30:08/video 01:37:44)

One written public comment was received from Elaine Chung. The comment is attached to these minutes. All written comments are forwarded to the Board of Directors and available on the District's website under the public comment section at www.mofd.org/agendas.

9. CONSENT AGENDA (audio 00:31:11/video 01:37:53)

- 9.1 Meeting Minutes - March 18, 2026 (regular meeting)
- 9.2 Meeting Minutes - March 31, 2026 (special meeting)
- 9.3 Monthly Incident Report - March 2026
- 9.4 Monthly Check/Voucher Register - March 2026
- 9.5 Monthly Financial Report - March 2026
- 9.6 Adopt Resolution 26-05 Approving an Investment Policy for District Funds

No public comments were received for items on the Consent Calendar.

Motion by Director Danziger and seconded by Director Roemer to approve Consent Agenda items 9.1-9.6. Said motion carried a 4-0-1-0 roll call vote (Ayes: Jex, Roemer, Danziger, and Jorgens; Noes: None; Absent: Hasler; Abstain: None).

10. REGULAR AGENDA

10.1 Ambulance Revenue and Write-Offs. (audio 00:31:32/video 01:38:25)

Fire Chief Isaacs presented the report and stated that, at the February 18, 2026, Board meeting, the Board requested additional information regarding FY26 ambulance revenue and write-offs. He reported that staff met with Wittman Enterprises and invited them to discuss billing practices, new legislation, and how ambulance write-offs occur in the District. Ms. Corinne Wittman-Wong of Wittman Enterprises provided an overview. She reported that monthly write-off processing has been implemented and that Wittman Enterprises is updating resident outreach procedures and working with District staff on field documentation training.

Board Members asked questions regarding Medicare and Kaiser reimbursement, resident and non-resident write-offs, collection practices, resident non-responsiveness, hospital follow-up, and how the District's resident write-off rates compare to other agencies. Ms. Wittman-Wong stated, in response to Board questions, that she could provide the District with additional information regarding Medicare allowable reimbursement amounts and would review hospital responsiveness in providing patient information.

No public comments were received for Item 10.1.

10.2 First Reading and Introduction of Fee Ordinance No. 26-04, Revising a Schedule of Fees and Collection Policies for Ambulance Transport and Emergency Medical Services and Superseding Ordinance 25-02 (audio 00:55:18/video [02:02:12](#))

Fire Chief Isaacs reported that the ambulance fee schedule was brought separately from the regular District fee schedule to allow Wittman Enterprises to present information regarding ambulance billing. He presented the first reading and introduction of Ordinance No. 26-04, revising the schedule of fees and collection policies for ambulance transport and emergency medical services. There were no questions from the Board. No public comments were received for item 10.2.

Motion by Director Roemer and seconded by Director Jex to introduce and waive the reading of Ordinance No. 26-04, an ordinance of the Moraga-Orinda Fire District of Contra Costa County revising the schedule of fees and collection policies for ambulance transport and emergency medical services and superseding ordinance No. 25-02, operative July 1, 2026. Said motion carried a 4-0-1-0 roll call vote (Ayes: Jex, Roemer, Danziger, and Jorgens; Noes: None; Absent: Hasler; Abstain: None)

10.3 Long Range Financial Forecast April 2026 (audio 00:57:13/video [02:04:02](#))

Administrative Services Director Sasser presented the Long Range Financial Forecast which was reviewed in detail during a public workshop on March 18, 2026. She reported that the Board-directed changes were incorporated into the forecast. ASD Sasser reviewed the projected unrestricted fund balance under Scenarios A and B. She further reported that the forecast includes capital expenditures for Station 41 and Station 45 over the next five years and that the projected low point in the unrestricted fund balance occurs in FY29. President Jorgens and Director Danziger commented that the revisions improved the forecast and that it appeared the District was continuing to manage its resources appropriately. No further direction was provided to staff. No public comments were received for item 10.3.

10.4 Public Budget Workshop - Development of Annual Operating Budget FY2027 and Board Direction Regarding the Draft Budget, General Fund Discretionary Expenditure Budget, Staffing, Capital Projects Fund and Fuel Break Maintenance Fund Budgets (audio 01:01:43/video [02:08:39](#))

Administrative Services Director Sasser presented the draft FY27 budget. Board Members asked questions regarding elimination of the Emergency Medical Technician intern positions. Fire Chief Isaacs stated that the intern positions were eliminated for FY27 while staff focuses on implementing Medic 45 and Medic 41 and addressing any unforeseen issues. Staff may revisit the intern positions and potential BLS ambulance staffing in the future.

Director Danziger agreed that the Payroll Technician position should be increased from part-time to full-time. He requested a breakout of the costs for the Single Role program. He also inquired about the Plans Examiner contract and requested that the line item be labeled as such in the budget. He asked if using an outside consultant remained the most efficient approach. Fire Chief Isaacs answered that it would be preferred to have both an in-house Plans Examiner and Inspector, but with the current workload, that cannot be done by one person. Using the third-party service is more cost-effective. Director Danziger also asked about legal services costs and then stated he was satisfied with the explanation.

President Jorgens requested a review of the cellular telephone costs and consideration of whether carrier changes or other options could reduce costs. He asked that leasing the first floor of 1150 Moraga Way be made an objective. He requested that staff review various budget

line items where proposed amounts returned to prior-year budgeted levels even though projected actuals were lower and stated that staff should think about those items using a zero-based budgeting approach. He stated that payroll processing should be reviewed for possible automation or software improvements rather than relying solely on added staffing. He stated that workers' compensation costs should be addressed through injury prevention and training efforts. He also stated that "EMS" should be included along with "fire" where appropriate in the Board section of the budget document. President Jorgens stated that he would send staff a list of proposed additional objectives for the budget document.

President Jorgens asked questions regarding preparation and submission of the Annual Comprehensive Financial Report (ACFR) and suggested that the Board consider whether to discontinue preparation of the ACFR to save staff time and the related fee. He also asked questions regarding website licensing costs, Microsoft licensing, cybersecurity protections, laptop and thumb drive use, VPN access, and related IT policies. He stated that IT policies and protocols should be developed regarding laptop use, thumb drives, VPN access, AI use, and related cybersecurity practices. He also stated that staff should review Microsoft licensing levels to determine whether all users need higher-level licenses or whether some users could be moved to lower-tier licenses. ASD Sasser stated that production of the ACFR requires significant staff time and that the Board could choose whether to continue producing it. She also explained that the Microsoft licensing had recently been repriced under a government contract, that the District currently licenses 90 users, and that additional Microsoft security tools are also being paid for as part of the District's cybersecurity protections. Staff reviewed the benefits of the website vendor. Fire Chief Isaacs stated that additional IT policy updates are needed. Director Roemer also raised concerns regarding cybersecurity and emerging risks, including those related to AI and critical infrastructure. Fire Chief Isaacs stated that staff would research the issue.

President Jorgens opened public comment.

1. Jacob Airola (via Zoom), IAFF Local 1230, supported preventing firefighter injuries and improving the payroll software, and commented that Medic 41 is not entirely staffed with overtime. Fire Chief Isaacs clarified that Medic 41 is staffed by regular assigned employees unless one is absent, and that overtime savings would occur when those six firefighters move from the ambulance to vacant positions. **(audio 01:51:31/video 02:58:20)**
2. Vincent Wells (via Zoom), President, IAFF Local 1230, stated that the District is in the meet-and-confer process regarding payroll issues and cautioned the Board about making decisions related to payroll before those discussions are completed. **(audio 01:53:37/video 03:00:16)**

No additional direction was provided after public comment.

10.5 Approval of Fiscal Year 2025-26 Fuel Break Maintenance Special Revenue Fund Expenditure Budget Adjustment Increase in the Amount of \$50,000; Approval of Expenditure Parameters for the Fuel Break Maintenance Special Revenue Fund (audio 01:56:23/ video 03:03:27)

Fire Chief Isaacs stated that at the February 18, 2026 Board meeting, the Board directed the establishment of the Fuel Break Maintenance Fund. He recommended that, for the remainder of FY26, use of the fund be limited to the North Orinda Shaded Fuel Break and the Tunnel East Bay Hills Fuel Break for eligible treatment activities to reduce hazardous vegetation on those existing fuel breaks. Board Members commented that the report clarified the Board's prior discussion. No public comments were received for Item 10.5.

Motion by Director Danziger and seconded by Director Jex to approve a fiscal year 2025-26 Fuel Break Maintenance Special Revenue Fund Expenditure budget adjustment increase in the amount of \$50,000 and approve the expenditure parameters for the Fuel Break Maintenance Special Revenue Fund. Said motion carried a 4-0-1-0 roll call vote (Ayes: Jex, Roemer, Danziger, and Jorgens; Noes: None; Absent: Hasler; Abstain: None).

10.6 Approval of Salary Schedule for Unrepresented Employees Effective July 1, 2026 (audio 01:58:38/ video [03:05:31](#))

Fire Chief Isaacs stated that staff recommended unrepresented employees, except the Fire Chief, receive the same 5% wage increase as represented employees, consistent with previous fiscal years. No public comments were received for Item 10.6.

Motion by Director Danziger and seconded by Director Roemer to approve the salary schedule for unrepresented employees effective July 1, 2026. Said motion carried a 4-0-1-0 roll call vote (Ayes: Jex, Roemer, Danziger, and Jorgens; Noes: None; Absent: Hasler; Abstain: None).

10.7 Waive Second Reading and Adopt Ordinance No. 26-05, an Ordinance of the Moraga-Orinda Fire Protection District, Amending the Purchasing and Contracting Procedures and Authorities to Authorize Use of Design-Build and Progressive Design-Build Processes (audio 02:00:01/ video [03:06:54](#))

Fire Chief Isaacs presented the second reading and stated that the first reading and introduction occurred at the March 18, 2026, board meeting. There were no questions from the Board. No public comments were received for Item 10.7.

Motion by Director Roemer and seconded by Director Jex to waive the second reading and adopt Ordinance No. 26-05, an ordinance of the Moraga-Orinda Fire Protection District, amending the purchasing and contracting procedures and authorities to authorize use of design-build and progressive design-build processes. Said motion carried a 4-0-1-0 roll call vote (Ayes: Jex, Roemer, Danziger, and Jorgens; Noes: None; Absent: Hasler; Abstain: None).

10.8 Conflict of Interest Policy for Design-Build Contracts (audio 02:01:30/video [03:08:23](#))

District Counsel Holtzman stated that the item was a companion measure to Ordinance No. 26-05. State law requires adoption of a Conflict of Interest Policy for use of design-build or progressive design-build processes and explained that the policy addresses activities that may create a conflict of interest in preparation of bidding documents. Board Members asked questions regarding whether the policy was created specifically for the District. District Counsel Holtzman responded that the policy was based on a common template and tailored for the District. No public comments were received for Item 10.8.

Motion by Director Roemer and seconded by Director Jex to adopt Resolution No. 26-03 adopting a Design-Build Conflict of Interest Policy. Said motion carried a 4-0-1-0 roll call vote (Ayes: Jex, Roemer, Danziger, and Jorgens; Noes: None; Absent: Hasler; Abstain: None).

10.9 Contract for Specialized Attorney Services (audio 02:04:26/video [03:11:20](#))

District Counsel Holtzman reported that the contract would authorize the District to contract with Andrew Shoutton of Wright, L'Estrange & Ergastolo for advisory services related to ambulance transport and paramedicine services. Board Members asked questions regarding timing and cost. District Counsel Holtzman explained that combining the work with another fire district involved in a similar procedure could save the District money and that the contract was for as-needed advisory services only. No public comments were received for Item 10.9.

Motion by Director Roemer and seconded by Director Danziger to approve resolution 26-04 authorizing a service contract for legal services with Wright, L'Estrange & Ergastolo in an amount not to exceed \$50,000. Said motion carried a 4-0-1-0 roll call vote (Ayes: Jex, Roemer, Danziger, and Jorgens; Noes: None; Absent: Hasler; Abstain: None).

11. COMMITTEE REPORTS (audio 02:07:28/video [03:14:21](#))

11.1 Standing Audit Committee (Hasler/Jex). Interim audit is scheduled for the week of April 20th and an Audit Committee meeting is scheduled for May.

11.2 Ad Hoc Committee Facilities Project - Administration Office (Danziger/Jorgens). Committee has completed its tasks. President Jorgens requested the committee be dissolved.

11.3 Ad Hoc Committee Facilities Project - Station 41 (Danziger/Jorgens). Chief Lambert is working to coordinate schedules for the committee to visit other fire stations.

11.4 Ad Hoc Committee Facilities Project - Station 45 (Danziger/ Jorgens). No Report.

11.5 Ad Hoc Committee Grant Program to Promote District Activities (Danziger/ Roemer). No Report.

11.6 Ad Hoc Committee Joint Fire Prevention w/City of Orinda (Danziger/Jorgens). A meeting is scheduled for April 16, 2026. President Jorgens further stated that he had heard interest, particularly from members of the Orinda City Council, and referenced Moraga as well, regarding a possible joint meeting or briefing with MOFD to provide additional background and education regarding fire prevention issues.

11.7 Ad Hoc Committee Joint Fire Prevention w/Town of Moraga (Hasler/Jex). The next meeting is scheduled for June.

No public comments were received for the Committee Reports.

12. REQUESTS FOR ITEMS ON FUTURE AGENDAS (audio 02:11:48/video [03:18:58](#))

No requests for future agenda items were made.

13. ADJOURNMENT

At 9:14 p.m., Motion by Director Danziger and seconded by Director Roemer to adjourn the meeting. Said motion carried by voice vote.

/s/ Marcia Holbrook
District Secretary/District Clerk

For audio & video recordings of this and other Board meetings, please visit www.mofd.org/agendas.

Written Public Comments

From: [Elaine Chung](#)
To: [Info](#)
Subject: MOFD Prescribed Burn During School Hours
Date: Thursday, April 9, 2026 10:48:53 AM

Hi,

I am writing because of the prescribed burn that was approved during school hours. My child came back complaining about respiratory issues after the burn started yesterday.

I'd like to understand and also request that prescribed burns adjacent to the school not occur during student instructional hours when children are on campus. Multiple students have experienced respiratory irritation from smoke exposure.

If burns must proceed, they can be scheduled after dismissal, on weekends, or on non-school days whenever feasible, with advance written notice to families and clear school-site mitigation measures in place.

Thank you,
Elaine
3rd grade mom

From: Isaacs, Jeff
Sent: Monday, April 13, 2026 9:42 AM
To: Elaine Chung
Cc: Holbrook, Marcia; Lambert, Lucas
Subject: Fw: MOFD Prescribed Burn During School Hours

Good morning,

Thank you for reaching out and sharing your concerns. I am sorry to hear that your child experienced respiratory irritation. We take concerns like this seriously, especially when they involve students and school activities.

The burn you referenced was part of a hazardous fuel reduction project intended to reduce wildfire risk in the area. These projects are conducted under strict regulatory requirements and are not carried out at the District's sole discretion. In particular, any pile burning must be approved by the Bay Area Air Quality Management District, and we are only allowed to burn on days when air quality conditions meet their standards and permission is granted.

Because of that process, our opportunities to complete this type of work are limited and are often dictated by weather, fuel conditions, and air quality approvals rather than by a preferred schedule. Unfortunately, that means we cannot always align burning operations with school calendars or hours of instruction.

That said, we understand and appreciate your concern about smoke impacts on students and staff. We agree that when feasible, scheduling work outside of school hours or providing advance notice is preferable. We will continue to work with our partners and contractors to minimize impacts whenever possible and to improve communication with the school community when these operations are planned.

Thank you again for bringing this to our attention. We appreciate your feedback and your understanding as we balance the need to reduce wildfire risk with the importance of minimizing impacts to the community.

Jeff Isaacs
Fire Chief
Moraga-Orinda Fire Protection District
1280 Moraga Way | Moraga, CA 94556
jisaacs@mofd.org
(925) 258-4500



April 15, 2026

RE: Moraga Community Foundation Donation in Support of the Fire Station

Dear Steve:

I'm very pleased to report that the Moraga Community Foundation (MCF) considered and our board unanimously approved a \$2,000 grant to the Moraga Orinda Fire District in support of the Moraga Firewise Garden. MCF's check in that amount is enclosed.

The MCF board is happy to be in a position to enthusiastically support this worthy initiative, and wish you all success in encouraging fire safe landscaping.

Please do not hesitate to contact me via e-mail at piersonr@gmail.com if there are any questions. Thank you.

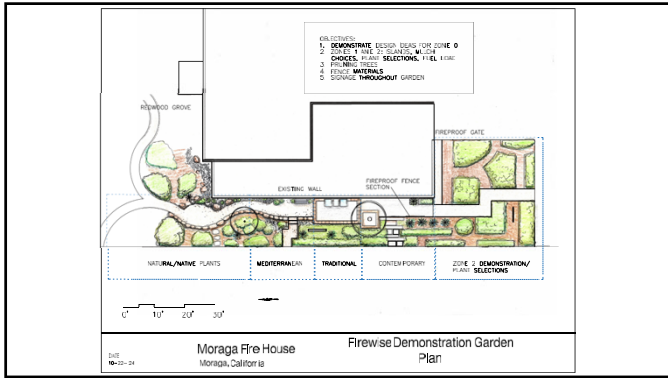
Very truly yours,

Rob Pierson
Moraga Community Foundation

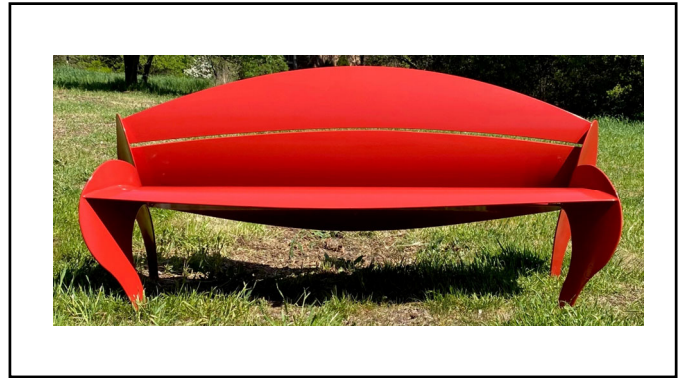
Enclosure

cc: MCF Board of Directors – via e-mail only (w/o encl.)

Presentations



1



2

Moraga-Orinda Fire District
Board of Directors

AB2561 STATUS OF VACANT POSITIONS

VACANT POSITIONS AS OF MARCH 31, 2026

- IAFF Local 1230: 65 Authorized Positions, 10 vacant (15.4% vacant)
- MOFCOA: 3 Authorized Positions, 0 vacant
- Unrepresented Employees: 19.1 Authorized Positions, 4 vacant (20.9% vacant)
- Other: 3 Authorized Intern Positions, 3 vacant (100% vacant)

POLICIES, PROCEDURES AND RECRUITMENT ACTIVITIES

- Number of recruitments held in FY2025-26: 7
- Future recruitments for some positions: Continue to eliminate requirement to submit a resume and cover letter

RECOGNIZED EMPLOYEE ORGANIZATION BARGAINING UNIT PRESENTATIONS

To join the Meeting: In Person: Orinda Library Auditorium, 26 Orinda Way, Orinda. By Zoom App: <https://us02web.zoom.us/j/83926872029> By Phone: 1-669-900-6833 Webinar ID: 839 2687 2029

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Moraga-Orinda Fire District
Board of Directors

Finance Report
April 15, 2026

To join the Meeting: In Person: Orinda Library Auditorium, 26 Orinda Way, Orinda. By Zoom App: <https://us02web.zoom.us/j/83926872029> By Phone: 1-669-900-6833 Webinar ID: 839 2687 2029

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Strike Team Reimbursement - OES

- Strike Team Receivable Update:

	Estimated
OES Strike Team Receivable	2025-2026
OES Payments Received	\$809,822
Net Receivable Outstanding	\$809,714
	\$ 108
- FY26 – The only outstanding invoice is a travel expense reimbursement

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Treasury Bill Update:

- The District now has **\$26,855,000** invested in Treasury Bills
- Treasury bill maturity:
 - \$3,520,000 matures 4/16/26 @ 3.92% (Fed Home Loan Bank) – 12 mos
 - \$1,425,000 matures 5/14/26 @ 4.124% - 12 mos
 - \$2,300,000 matures 5/14/26 @ 4.097% - 10 mos
 - \$1,050,000 matures 5/15/26 @ 3.711% - 8 mos
 - \$2,550,000 matures 6/11/26 @ 3.957% - 12 mos
 - \$1,300,000 matures 7/9/26 @ 3.896% - 12 mos
 - \$7,000,000 matures 7/9/26 @ 3.435% - 6 mos
 - \$650,000 matures 7/9/26 @ 3.435% - 6 mos
 - \$1,350,000 matures 9/3/26 @ 3.75% - 12 mos
 - \$1,025,000 matures 9/3/26 @ 3.615% - 12 mos
 - \$1,030,000 matures 9/30/26 @ 3.016% - 12 mos
 - \$3,655,000 matures 11/27/26 @ 3.538% - 12 mos
- Staff will project cash flows to determine amount of reinvestment available when treasury bills mature

To join the Meeting: In Person: Orinda Library Auditorium, 26 Orinda Way, Orinda. By Zoom App: <https://us02web.zoom.us/j/83926872029> By Phone: 1-669-900-6833 Webinar ID: 839 2687 2029


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Other Items

- The interim audit for FY26 will take place the week of April 20th.
- On April 6th, the District deposited \$100,000 into escrow in connection with the acquisition of 1150 Moraga Way.

To join the Meeting: In Person: Orinda Library Auditorium 26 Orinda Way, Orinda By Zoom App: <https://us02web.zoom.us/j/83926872029> By Phone: 1-669-900-6833 Webinar ID: 839 2687 2029

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Moraga-Orinda Fire District
Board of Directors


Human Resources Update – April 15, 2026

Recruitment Update

- Senior Role Paramedic
- Single Role Paramedic (3-year limited term)
- Single Role Emergency Medical Technician (3-year limited term)
- Fuels Mitigation Specialist
- Fire Engineer/Paramedic II (promotional)

To join the Meeting: In Person: Orinda Library Auditorium 26 Orinda Way, Orinda By Zoom App: <https://us02web.zoom.us/j/83926872029> By Phone: 1-669-900-6833 Webinar ID: 839 2687 2029

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Moraga-Orinda Fire District
Board of Directors

FIRE PREVENTION REPORT
March 2026

<p>Number/Types of Complaints</p> <ul style="list-style-type: none"> • Dead Tree – 0 • Exterior Hazard – 9 <p>Property Transfer Inspections</p> <ul style="list-style-type: none"> • Property Transfer Inspections – 50 • Property Transfer Initial Pass – 24 • Property Transfer Initial Fail – 26 <p>Home Hardening Grant Program</p> <ul style="list-style-type: none"> • Vent Mesh – 12 orders fulfilled • Gutter Guard – 21 orders fulfilled • Vent Reimbursement - 0 	<p>Exterior Hazard Inspections: March 1-31</p> <ul style="list-style-type: none"> • Number of Inspections – 24 <ul style="list-style-type: none"> • Initial Pass – 17 • Initial Failed – 7 • Number of Cases Closed – 17 • Number of Open Cases – 7 • Number of Pre-Citations – 24 • Number of Citations – 7 <p>Fine Waivers</p> <ul style="list-style-type: none"> • Fine Waivers Approved – 3 • Fine Waivers Denied – 0
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Moraga-Orinda Fire District
Board of Directors

FIRE PREVENTION REPORT
March 2026


<p>Plan Review</p> <ul style="list-style-type: none"> • Plan Reviews – 41 • Review Hours – 45 <p>New Construction Inspections</p> <ul style="list-style-type: none"> • 13 Inspections <p>Operational Permits</p> <ul style="list-style-type: none"> • EBMUD – Hot works Permit 	<p>Chipping Total</p> <ul style="list-style-type: none"> • Number of Days – 0 • Contracted – 0 • MOFD Chipper Truck - 0 <p>State Mandated Inspections</p> <ul style="list-style-type: none"> • E – Occupancy (Public & Private K-12 Schools) <ul style="list-style-type: none"> ▪ Schools – September 2026 • R-2 Occupancy (Apartments, Dorms, fraternities and sororities) <ul style="list-style-type: none"> ▪ Apartments – May 2026 ▪ Dormitories – 21 Inspected <ul style="list-style-type: none"> ▪ Compliant – 3 ▪ Non-Compliant - 18
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CURRENT PROJECTS

- Community Wildfire Safety Ambassador Program
- Home Hardening Grant

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Moraga-Orinda Fire District
Board of Directors

Saint Mary's College of California
Update


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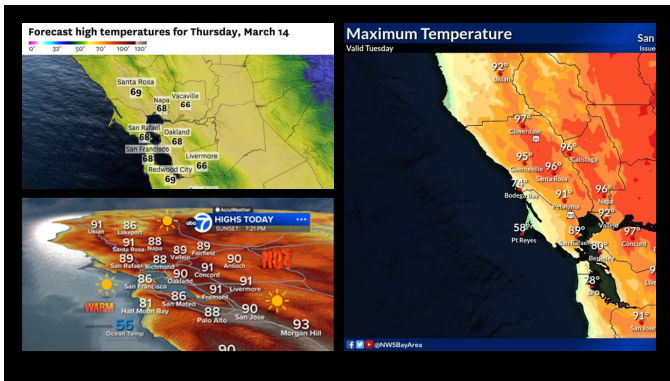
Moraga-Orinda Fire District
Board of Directors

MOFD Board Update
April 15, 2026

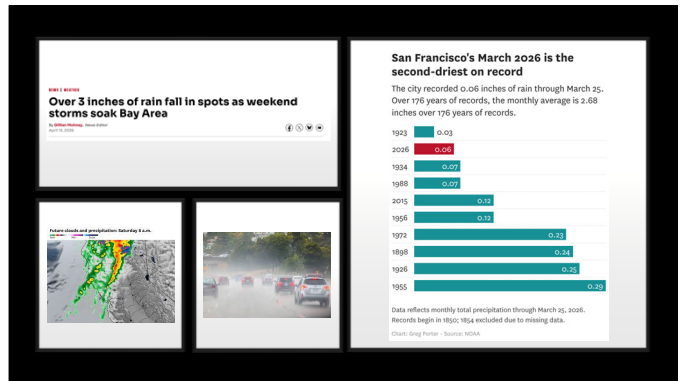


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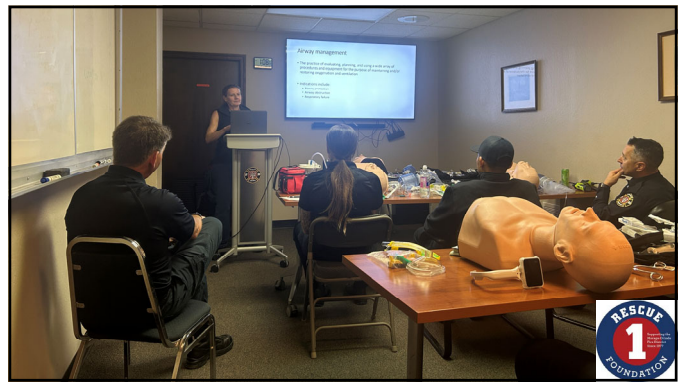
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Wittman Enterprises

1. Overview: The August 2025 "Spike"
 While the August 2025 resident write-off figures appear volatile at first glance, they do not indicate a decline in revenue quality. Instead, they represent a strategic **administrative cleanup**.

- **The Backlog Effect:** August figures include an intentional "catch-up" from three prior months in 2025 where write-off processing was deferred.
- **Audit Scope:** These write-offs span a **20-month period** (January 2024 – August 2025). This comprehensive audit was necessary to ensure the ledger is accurate, current, and reflects the true state of our aged accounts.

2. Resident Write-off: CY 2024 vs. CY 2025
 Despite the outlier in August, the year-over-year comparison demonstrates stable write-off amounts in comparison to growing operations.

- 5.19% increase in call volume
- Write-off Rate (%)
 - CY 2024- 9.70%
 - CY 2025- 10.11%
 - +0.41 increase

Key Takeaway: The write-off rate has remained essentially flat, increasing by only **0.41%**. This marginal variance is well within acceptable limits considering the 5.19% increase in total billing volume.

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3. Root Cause Analysis: The \$163k Audit Breakdown
 The recent audit revealed that the vast majority of write-offs are "uncontrollable" under current legacy protocols.

- 1. Resident Non-Responsiveness (~\$110k):** The primary driver. Includes billed residents who do not respond, skip-tracing efforts, and incorrect information provided at the time of service.
- 2. Eligibility & Payer Limits (~\$42k):** Specific constraints regarding Kaiser eligibility and Medicare non-covered benefits (such as assessments).
- 3. Policy Obligations (~\$11k):** Remaining balances and deductibles that, per current District policy, are not the resident's responsibility.

4. Strategic Recommendations & Next Steps
 To transition from reactive "cleanup" events to a proactive, smooth reporting cycle, we are implementing the following:

A. Process Standardization

- **Monthly Cadence:** We have enforced a strict monthly write-off schedule. This eliminates "lumpy" data and ensures the Board sees a predictable, accurate trend line every month moving forward.

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B. Protocol Re-evaluation (The Moraga Schedule)
 Our current outreach protocol (Letter → Call → Hospital Request → Call) is several years old. To address the \$110k "No Response" issue, we are:

- 1. Updating the Moraga Resident Schedule:** The new schedule is (Letter → Call → Hospital Request → Letter → Call). By reaching out to the Resident twice, we hope to get more responses from the Residents with insurance.
- 2. Modernizing Communications:** Does the District want to consider updating the Resident Letter to use more urgent language?
- 3. Digital Integration:** Evaluating the addition of digital touchpoints (SMS/Email)
- 4. Field Training & Data Integrity:** We will provide refresher training to crew members on the critical importance of capturing accurate demographic and insurance information at the point of service. By improving data quality upfront, we can increase "first-pass" billing success and minimize the need for subsequent outreach to residents.

5. Legislative Updates

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California Assembly Bill 716 (AB 716), effective January 1, 2024, was enacted to close a gap in the federal "No Surprises Act" by prohibiting "balance billing" for ground ambulance services. The law ensures that Californians who utilize emergency 911 ground ambulance services are not penalized with high out-of-network bills.

Key Objective: To limit patient out-of-pocket costs to their in-network cost-sharing amounts and establish a statutory reimbursement framework between insurers and EMS providers.

2. SCOPE AND APPLICABILITY

- **Provider Scope:** Applies to all ground ambulance providers, including private companies, fire departments, and municipal EMS.
- **Plan Scope:** Applies to health care service plans regulated by the Department of Managed Health Care (DMHC) and insurance policies regulated by the California Department of Insurance (CDI).

Note: Due to federal ERISA preemption, this law does not apply to self-funded employer plans.

- **Service Scope:** Primarily targets 911-initiated emergency transport but also applies to other covered ground medical transportation where the provider is non-contracted.

3. HOW BILLING WORKS FOR EMS PROVIDERS

A. Patient Responsibility (The "In-Network" Cap)
 If an EMS provider is "non-contracted" (out-of-network) with a patient's insurance:

- **Cost-Sharing Limit:** The patient can only be billed for the amount they would have paid if the provider were in-network (e.g., their standard co-pay, deductible, or coinsurance).
- **Financial Credit:** This payment must count toward the patient's annual out-of-pocket maximum and deductible.
- **Full Satisfaction:** Once the patient pays this in-network amount, their financial obligation to the EMS provider is legally satisfied.

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- Exception:** Federal ERISA plans. Patients may still be held responsible for amounts beyond the co-pay or deductible if the ERISA plan does not pay in line with the provider's locality set rate.

B. Provider Reimbursement (The "Locally Set Rate")
 Insurers are required to reimburse non-contracted EMS providers directly. The payment amount is determined by the following hierarchy:

- Locally Approved Rate:** The insurer must pay the rate established or approved by the local government (city, county, or EMS agency) having jurisdiction over the area where the transport occurred.
- Regulatory Default:** If no local rate is established, the insurer pays the rate set by state regulation (typically tied to the "reasonable and customary" fee or a percentage of Medicare).
- Negotiated Agreement:** The insurer and provider may voluntarily agree to a different reimbursement rate through a contract.

C. Uninsured and Self-Pay Patients
 The bill establishes a "price ceiling" for patients without insurance:

- Maximum Charge:** Providers cannot charge an uninsured individual more than the greater of the Medicare or Medi-Cal fee-for-service rate.

4. Compliance and Revenue Cycle Requirements

- Collection Restrictions:**
 - Providers cannot report a patient to a credit agency or initiate legal action for at least 12 months after the initial bill.
- Prohibited Actions:**
 - Wage garnishments and liens on primary residences are strictly prohibited for collecting unpaid ambulance debt.

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Moraga-Orinda Fire District
 26 ORINDA WAY
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 800-968-6833 FAX: 916-936-1434
 www.moraga-orinda.com

John Smith
 CEO & CFO
 Moraga-Orinda, CA 94552

Moraga-Orinda Fire District
 PO Box 260110
 Sacramento, CA 95826-0110

******* THIS IS NOT A BILL *******

We are reaching out regarding the recent processing of your claim for emergency medical services. We want to acknowledge that as a resident, you may not be held personally responsible for any remaining balance. However, it is important to note that insurance payments for these services are essential in maintaining emergency medical response in our community. Ensuring proper reimbursement helps us continue to provide high-quality care to all residents.

Upon review, we have determined that your insurance company may have underpaid the claim based on the terms of your policy. To help resolve this matter, we encourage you to contact your insurance provider and request a review of the payment. Many times, insurance companies will reconsider their initial determination if the patient submits an appeal. On the reverse side, you will find step-by-step instructions on how to appeal directly with your insurer.

Please take a moment to review the below instructions and contact your insurance provider as soon as possible. If you need any assistance or have any questions, do not hesitate to reach out to us.

When you make your appeal, relay to your insurance:

- "This Service was provided in a 911 emergency situation"
- "Payment should be made according to my policy, not based on in-network pricing or usual and customary rates"
- "Demand they reprocess this claim"

Thank you for your time and for helping support our emergency medical services.

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**LONG RANGE FINANCIAL FORECAST
 UPDATES SINCE MARCH 2026 BOARD MEETING**

Revenues

- Charges for services (Fire Prevention fees) – Reduced revenue to \$569K based on analysis of nuisance alarm fees and plan review fees

Expenditures

- Retiree health insurance – Increased from 2% - 13% based on analysis of CCCERA retirement rate assumptions and employee demographics

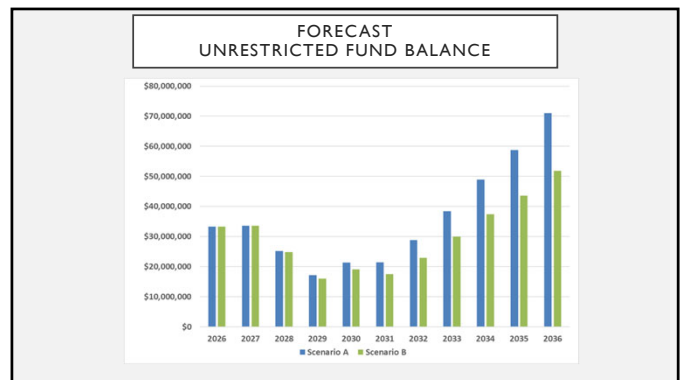
Transfer out of General Fund into Capital Projects Fund

- Remove prior pension obligation bond payment portions
- Break out depreciation v. capital expenditures
- Depreciate all new assets

Other

- Add Fuel Break Maintenance Special Revenue Fund
- Updates for FY2027 Budget development process

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Moraga-Orinda Fire District
 2027 Annual Proposed Operating Budget

Board of Directors Meeting
 April 15, 2026

MORAGA-ORINDA FIRE DISTRICT

DRAFT

Annual Operating Budget
 Fiscal Year 2027

PUBLIC BOARD
 BUDGET WORKSHOP

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**General Fund Budget Overview
 Projected Surplus \$838,820**

General Fund Revenue	\$40.7M
Salaries and Benefits	\$34.3M
Operating Expenditures	\$4.8M
Transfer to Capital Projects	\$751K
Revenues in excess of Expenditures	\$839K

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General Fund Budget Overview Projected Surplus \$838,820

General Fund Revenues: \$40.7M (+\$1.7M)

- Property taxes: \$36.5M (+3.70%/\$1.3M)
- Ambulance fees: \$1.7M (+3%/\$53K)
- Investment earnings: \$850K (-29%/--\$350K)
- Strike team: \$903K (-3.6%/--\$34K)

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General Fund Budget Overview Projected Surplus \$838,820

General Fund Expenditures: \$39.1M (+\$2.9M)

Salaries & benefits: \$34.3M

- Permanent Salaries: \$14.3M (+12%/+\$1.5M)
 - Salary increase of 5% per year and full staffing
 - Reflects continued implementation of Single Role Ambulance staffing plan – Medic 41 August 1, 2026
- CCCERA Retirement: \$9.6M (+12%/+\$1M)
- OPEB Contribution: \$526K (+30%/+\$120K) full ADC
- Pension Rate Stabilization Trust: \$1.4M (-15%/- \$248K) full amount 6.25% discount rate
- Worker's Compensation insurance: \$1.9M (+29%/+\$435K)

Operating: \$4.8M (+12%/+\$509K)

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Proposed Budget FY2027 Authorized Positions

	FY 2026	FY 2027
Board of Directors	5.00	5.00
A Finance & Administration	3.10	3.50
Human Resources	2.25	2.25
Information Technology	0.25	0.25
B Emergency Operations	53.00	53.00
C Emergency Medical Services	21.00	15.00
D Fire Prevention	9.00	9.00
Emergency Preparedness	1.00	1.00
Prescribed Fire	0.50	0.50
	95.10	89.50

A Staff requests expansion of Payroll Technician from 0.6 FTE to 1.0 FTE (\$59K)
Includes safety roster strength of 48 positions plus 3 Battalion Chiefs, one
B Deputy Fire Chief and one Fire Chief
Increase Single Role Paramedics from 3 to 4, decrease Emergency Medical
C Technicians from 11 to 7, EMT Intern from 3 to 0
D Includes fuels mitigation staff (7)

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Proposed Budget FY2027 Non-Discretionary Expenditures

Salaries and benefits	\$28,633,524
Operating Expenses	3,870,250
Worker's compensation insurance	1,867,493
Retiree health insurance	998,000
Unemployment insurance	5,000
Total non-discretionary	\$35,374,267

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Proposed Budget FY2027 Continuation of Effort/Discretionary

Pension rate stabilization trust contribution	\$1,412,561
Salaries and benefits - Fuels Mitigation staff	626,000
Salaries and benefits - Deputy Fire Chief	564,000
OPEB trust contribution	525,692
Home hardening grants	500,000
Prescribed Fire Program	198,637
Salaries and benefits - Emergency Prep Specialist	146,223
Fuels mitigation operating expenses	110,000
Fire chief contingency	100,000
Payroll Technician from part-time to full-time	59,411
Enhanced health and wellness	42,000
Fire prevention marketing	30,000
GIS mapping	30,000
Leadership training	25,000
Emergency Preparedness/CERT	21,125
Exercise equipment	20,000
Upgraded MS Office 365 licenses	16,000
Discretionary training	14,000
Zone zero landscaping	5,000
Drones and supplies	2,000
Total discretionary	\$4,447,649

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General Fund Budget Overview Significant Differences from 2026 to 2027 Budget

Description	Increase	Decrease
Salaries	\$1,508,894	
Overtime		\$837,200
Retirement Contributions	1,038,450	
Pension Trust Contribution		248,013
Workers' Compensation	435,047	
OPEB Contribution	120,459	

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Capital Projects Fund Proposed Budget FY2027

Proposed Expenditures

Station 41 Rebuild	\$1,500,000
EMS-LP35 EKG Monitor Replacement	415,000
SCBA Station Compressors (2)	<u>137,000</u>
Total	\$2,052,000

Proposed transfer from the General Fund to the Capital Projects Fund \$751K (depreciation)

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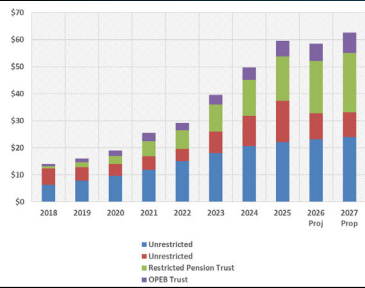
Fuel Break Maintenance Fund Proposed Budget FY2027

Proposed Expenditures

Professional Services Environmental	\$25,000
Exterior Hazard Removal	<u>96,000</u>
Total	\$121,000

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Restricted and Unrestricted Reserve Growth and Use



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Board Direction Requested

- General Fund discretionary budget
 - Continuation of home hardening budget at \$500K
- Staffing
 - Payroll Technician increase to full-time
 - Fuels Mitigation staff (7)
- Capital Projects Fund proposed budget
- Fuel Break Maintenance Fund proposed budget
- Other



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