



Big Bear Fire Authority

**BIG BEAR FIRE AUTHORITY
MEETING AGENDA
FEBRUARY 3, 2015**

ORDER OF BUSINESS:

Regular Session - 6:30 p.m. - Hofert Hall, 39707 Big Bear Blvd., Big Bear Lake, CA 92315

BOARD OF DIRECTORS

**CHAIRMAN RICK HERRICK
VICE CHAIRMAN PAUL TERRY
DIRECTOR DAVID CARETTO
DIRECTOR JOHN GREEN
DIRECTOR BOB JACKOWSKI
DIRECTOR BILL JAHN
DIRECTOR KARYN OXANDABOURE
DIRECTOR RANDALL PUTZ
DIRECTOR LARRY WALSH
DIRECTOR AL ZIEGLER**

STAFF

**FIRE CHIEF JEFF WILLIS
AUTHORITY COUNSEL JEFF FERRE
TREASURER-AUDITOR/CONTROLLER KATHLEEN SMITH
BOARD SECRETARY CORINNE FLORES**

OPEN SESSION

CALL TO ORDER

MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE

ROLL CALL

Please Note: The Chair may, at his or her discretion, take items out of order at the meeting in order to facilitate the business of the Board and/or for the convenience of the public.

ANNOUNCEMENTS & UPCOMING EVENTS

The Fire Authority's Administrative Office will be closed on Monday, February 16, 2015 in observance of the Presidents' Day holiday. The Authority's office will re-open at 8:00 a.m. on Tuesday, February 17, 2015.

PRESENTATIONS

Recognition for Highest Annual Physical Fitness Scores:

James McDaniel, Engineer/Paramedic – *Highest Score*
Robert Whitmore, Firefighter/Paramedic
Brian Lambert, Engineer
Ricky Seward, Firefighter/Paramedic
Brandon Willis, Firefighter/Paramedic
Tony Picciano, Firefighter/Paramedic

Chief Willis to present the Big Bear Fire Department Annual Snapshot Report for 2014.

CEREMONIAL

Board Secretary to administer Oath of Office to re-elected Director Karyn Oxandaboure.

DIRECTORS' GENERAL ANNOUNCEMENTS – Comments shall pertain to items not on the posted agenda and are limited to three minutes per Authority Member.

GENERAL PUBLIC COMMENT – Public comment is permitted only on items not on the posted agenda that are within the subject matter jurisdiction of the Authority. Please note that State law prohibits the Fire Authority from taking any action on items not listed on the agenda. There is a three minute maximum time limit when addressing the respective Board during this time period.

CHIEF'S REPORT

CONSENT CALENDAR

- FA1. Approval of Demands – Check Issue Date 12/02/14 through 01/23/15 in the amount of \$182,782.49**
- FA2. Fiscal Year 2014/15 Quarterly Report as of December 31, 2014**
- FA3. Approval of Meeting Minutes from the December 17, 2014 Special Meeting of the Fire Authority**

FA4. Approval of Resolutions - California Office of Emergency Services and CAL FIRE Designation of Authorized Agents to Execute Disaster Assistance Requests for Future Disasters on Behalf of the Fire Authority

Board consideration of approving Resolution No. BBFA2015-XXX and Resolution No. BBFA2015-XXX designating authorized agents to execute disaster assistance requests for future disasters to the California Office of Emergency Services and CAL FIRE.

ITEMS REMOVED FROM THE CONSENT CALENDAR

NEW BUSINESS

FA5. Pension Alignment – Authorization for Staff to Pursue Legislation That Will Open Up a Possible Path to Resolve Existing Conflicts Regarding the Alignment of Pension Benefits Under SBCERA and CalPERS

Board consideration of authorizing Staff to pursue legislation that would amend Government Code Sections 20588 and 31567 to include San Bernardino County.

FA6. Confirmation of a Standing Administrative Committee

Board consideration of the Board Chairman selecting four Directors, two from each respective district, to serve as the Administrative Committee to assist Staff in the development of further consolidation strategies and the Board approve the appointments by vote.

FA7. Establishment of a Fire Code Appeals Board

Board consideration of the Board Chairman selecting four members from the Authority Board to serve, along with the Chairman, as the Appeals Board pursuant to Section 108.1 of Ordinance No. BBFA2014-001 and the Board approve the appointments by vote.

FA8. Banking Relationship – Union Bank

Board consideration of authorizing Staff to open an operating account with Union Bank for business transactions with the Treasurer, Senior Finance Officer, and Fire Chief as authorized signers.

FA9. Purchase of a Used Ambulance

Board consideration of authorizing an expenditure of \$125,000 from Vehicle Replacement Reserves for the purchase of a used ambulance.

FA10. Employee Benefit Strategy

Board consideration of confirming the Administrative Committee's recommendations to Keenan & Associates for the development of a benefit strategy.

Benefits overview presentation by Laurie LoFranco, Keenan & Associates.

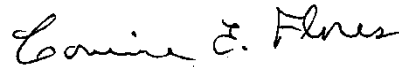
COMMITTEE REPORTS

- Fire Authority Administrative Committee meeting held on January 8, 2015, represented by Vice Chairman Terry, Director Jackowski, Director Jahn, and Director Walsh.

DIRECTORS' CLOSING COMMENTS

ADJOURN

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 28th day of January, 2015.



Corinne E. Flores, Board Secretary

The Big Bear Fire Authority wishes to make all of its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact Board Secretary Corinne Flores at 909/866-7566. Notification 48 hours prior to the meeting will enable the Fire Authority to make reasonable arrangements to ensure accessibility to this meeting.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

MEETING DATE: February 3, 2015

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

SUBJECT: **CHIEF'S REPORT**

Senior Finance Officer

The hiring of the Senior Finance Officer is complete. Ms. Shirley Holt was selected from a group of 73 applicants. Shirley has relocated to Big Bear from the Boulder, Colorado area where she has served as the Accounting Supervisor for the Boulder County Sheriff's Office. She has extensive experience working in public sector finance and the healthcare industry. Shirley holds an MBA in Finance from Golden State University.

Seasonal Call Volume

The months of December and January are historically the busiest for the Fire Department, and the 2014/15 winter season has been one of the busiest to date. Since December 1, 2014, the Fire Department has responded to a total of 831 calls for service, an increase of approximately 30% over previous years. In previous years, typical call volume during these months is generally about 600. The data shows that the volume is up for all call types; however, the most significant increase is seen in medical-aid and traffic accident type calls.

Baldwin Lake Staffing

CAL FIRE continues to staff a three-person engine in the Big Bear Valley. This engine is stationed at the Baldwin Lake Fire Station and provides a welcome supplement to the current fire suppression resources in the Big Bear Valley. In the past, the CAL FIRE engine has been staffed on a "seasonal" basis, generally during the months of increased fire danger. At this time, CAL FIRE has not reduced its staffing in the Big Bear area. When and if this occurs, Big Bear Fire is prepared to staff the Baldwin Lake fire station.

Board Workshop

Early in the formation of the JPA, staff presented the Board with a plan that identified three distinct phases for the consolidation. Phase I consisted of the reorganization of administrative personnel, standardized training, and policies & procedures. Phase II consisted of the creation of the Fire Authority and the blending of fire suppression personnel. Both of these phases have been completed and are fully implemented. Phase III, the establishment of a fully independent fire

district, is now underway with the hiring of the Senior Finance Officer and the establishing of the Fire Authority as an employing agency.

Staff is proposing that a Board workshop be scheduled for March 3, 2015 to reaffirm short and long-term goals as well as other 2015/16 budget items for the Big Bear Fire Authority.

Insurance Services Office

On December 17, 2014, staff met with a representative from Insurance Services Office (ISO) in preparation for an upcoming ISO reevaluation. An ISO rating is used by insurance companies to determine insurance rates and is determined by evaluation of an area's water system, fire department capabilities, and dispatch center. Based on the meeting with the ISO representative, it appears that the City of Big Bear Lake as well as the Baldwin Lake area will potentially be the biggest benefactors of the reevaluation process.

Administrative Office Expansion

In December 2014, Nicoloff and Associates, Inc. were retained for the purpose of developing a schematic design for the expansion of the Station 281 administrative offices. Three design plans have been developed using the existing footprint of the canopy overhang area at Station 281. Staff will bring these designs to the Fire Authority Administrative Committee for further discussion.

Fiscal

Budget performance indicates that overall, we are tracking approximately 14% better than the approved budget. The year-to-date Automotive Expense budget is currently tracking approximately 27% higher than budget for this line item.



Big Bear Fire Authority

Item No. FA1

Checks Issued 12/02/14 through 01/23/15

Check#	Vendor/Employee	Transaction	Date	Amount
65776	Image 2000 Inc.	Copy Charges	12/03/14	247.48
65808	Lance Soll & Lunghard	Audit Services	12/03/14	295.00
65828	Juan Raymundo	Lateral Fireproof Cabinets	12/04/14	2,500.00
65829	City of Big Bear Lake Dept of Water & Power	Water Usage	12/08/14	298.82
65830	Petty Cash	Sew Patches/Office Supplies/Engraving	12/08/14	46.50
65831	Big Bear City CSD	Fuel/Mtg Exp/Vehicle Repair/Electricity Telephone/Internet/Recruitment Expenses	12/08/14	8,356.83
65832	Action Response Team, Inc	Household Supplies	12/08/14	1,591.85
65833	Administrative Services Inc.	Copier Lease	12/08/14	376.92
65834	Advanced Auto	Vehicle Repair Parts	12/08/14	341.51
65835	Bad Bear Sportswear	Uniform/Clothing	12/08/14	1,149.12
65836	Best Best & Krieger LLP	Legal Services	12/08/14	3,671.40
65837	VA Communications	Emergency Phones	12/08/14	50.00
65838	Bear City Glass Co Inc	Sta-283 Window Screens	12/08/14	47.33
65839	Butchers Blocks & Building Materials	Materials/Supplies	12/08/14	155.95
65840	Bear Valley Electric	Electricity Usage	12/08/14	158.00
65841	Charter Communications	Cable/Internet/Intranet	12/08/14	2,303.05
65842	Connelly Pumping Services, LLC	Portable Toilet Rental/Service	12/08/14	175.00
65843	D'Alesio Inc.	Magnetic Helmet Panels	12/08/14	49.95
65844	DIY Home Center	Materials/Supplies	12/08/14	713.47
65846	Witmer Public Safety Group, Inc.	Captain Collar Brass	12/08/14	20.97
65847	Firefighters Safety Center	Pants/Boots/Shirts	12/08/14	951.31
65848	Galls/Quartermaster	Belts	12/08/14	55.37
65849	Globalstar	Satellite Phone	12/08/14	48.79
65850	Interstate Battery of Southern California	Batteries	12/08/14	313.76
65851	Deanne Johanson	Consulting Services	12/08/14	684.00
65852	KME Fire Apparatus Inc.	Vehicle Inspection/Repairs	12/08/14	13,238.28



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Check#	Vendor/Employee	Transaction	Date	Amount
65853	Lindy Office Products Inc.	Copy Paper	12/08/14	66.96
65854	NFPA	Publications	12/08/14	420.10
65856	Radio Shack Corporation	Radio Noise Reducer	12/08/14	24.26
65858	SatCom Global, Inc.	Satellite Services	12/08/14	56.59
65859	Southwest Gas Corporation	Natural Gas Usage	12/08/14	463.01
65860	United Parcel Service	Shipping	12/08/14	15.25
65861	Verizon California	Telephone Service	12/08/14	686.02
65868	VA Communications	Emergency Phone	12/10/14	50.00
65884	All Pro Outdoor Power Equipment	Repair Parts	12/12/14	64.54
65890	Big Bear City CSD	Water Usage	12/16/14	315.39
65891	All Star Fire Equipment Inc	Structure Helmet Parts	12/16/14	993.60
65892	Best Best & Krieger LLP	Legal Services	12/16/14	2,153.79
65893	Bear Valley Electric	Electricity Usage	12/16/14	1,163.25
65894	Chevron USA	Fuel	12/16/14	58.88
65895	The Counseling Team International, Inc.	Psychological Assessment	12/16/14	250.00
65897	William Evangelisti	Reimb EMT-1 Renewal & Recertification	12/16/14	97.00
65898	The Grizzly	Recruitment Advertisement	12/16/14	397.80
65899	Karen Holt	Refund First Aid Class	12/16/14	130.00
65900	ICEMA	Administration Fees	12/16/14	2,167.66
65901	Image 2000 Inc.	Copy Charges	12/16/14	276.66
65902	ISA Membership	Membership	12/16/14	200.00
65907	Cody Cronk	Reimb Station Boots	12/17/14	152.60
66004	Petty Cash	Sew Patches/Meeting Exp/DMV License	12/22/14	100.04
66005	AT&T Corp	Long Distance Service	12/22/14	63.08
66006	Bad Bear Sportswear	Uniform/Clothing	12/22/14	902.88
66007	Jon Bidwell	Reimb Instructor 1A & 1B	12/22/14	520.00
66008	Richard Steven Riddle	Vehicle Maintenance/Repair	12/22/14	775.41



Big Bear Fire Authority

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Check#	Vendor/Employee	Transaction	Date	Amount
66009	Connelly Pumping Services, LLC	Portable Toilet Rental/Service	12/22/14	240.13
66010	The Counseling Team International, Inc.	Psychological Assessment/EE Support	12/22/14	750.00
66011	DIY Home Center	Household Supplies	12/22/14	136.02
66012	Firefighters Safety Center	Uniform Shirts	12/22/14	107.04
66013	Goodyear Tire & Rubber Co Inc.	Tires	12/22/14	1,487.07
66017	Image 2000 Inc.	Waste Containers for Copier	12/22/14	40.00
66018	KME Fire Apparatus Inc.	Vehicle Inspection/Repairs	12/22/14	5,055.42
66019	Salvesen Inc.	Furniture	12/22/14	3,940.72
66020	Mission Linen Supply Inc.	Towels	12/22/14	47.94
66021	Randy Spitz	Coffee Supplies	12/22/14	416.08
66022	NAPA Auto Parts	Portable Battery Charger	12/22/14	247.32
66024	Robertson's Ready Mix	Materials	12/22/14	352.08
66025	Sam Brown Shields	Firefighter Helmet Shields	12/22/14	124.00
66026	Verizon California	Telephone Service	12/22/14	55.80
66027	Verizon Wireless	Cell Phone & iPad Data Usage	12/22/14	1,144.45
66038	Jeff Newsome	Big Bear Fire Authority Meeting	12/23/14	100.00
66041	Elijah Covarrubio	Reimb - Lenses for SCBA Mask	12/29/14	47.56
66048	Administrative Services Inc.	Copier Lease	12/30/14	376.92
66051	Butchers Blocks & Building Materials	Materials/Supplies	12/30/14	178.40
66052	Bear Valley Plumbing & Heating, Inc.	Sta-282 Maintenance	12/30/14	458.00
66054	Firefighters Safety Center	Uniform Shirts	12/30/14	781.61
66055	John Green	Big Bear Fire Authority Meeting	12/30/14	100.00
66056	Rick Herrick	Big Bear Fire Authority Meeting	12/30/14	100.00
66057	Robert Jackowski	Big Bear Fire Authority Meeting	12/30/14	100.00
66058	Suzzanne Kozma	Consulting Services - Recruitment	12/30/14	936.24
66059	National Business Furniture	Fire Proof File Cabinet	12/30/14	1,770.61
66060	Rich Kunkle Electric	Exterior Heater Apparatus Plugs	12/30/14	410.00



Big Bear Fire Authority

Item No. FA1

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Check#	Vendor/Employee	Transaction	Date	Amount
66062	Southwest Gas Corporation	Natural Gas Usage	12/30/14	2,676.68
66063	Paul Terry	Fire Authority Meeting 12/17	12/30/14	100.00
66064	Larry Walsh	Fire Authority Meeting 12/17	12/30/14	100.00
66065	Al Ziegler	Fire Authority Meeting 12/17	12/30/14	100.00
66091	City of Big Bear Lake Dept of Water & Power	Water Usage	01/13/15	302.53
66092	South Coast AQMD	Generator Permit/Emission Fee	01/13/15	451.57
66093	Confire	Dispatching Services	01/13/15	44,614.02
66094	All Star Fire Equipment Inc	Structure Gloves	01/13/15	237.60
66095	Apple Valley Communications, Inc.	Alarm Monitoring	01/13/15	132.00
66096	AT&T Corp	Long Distance Service	01/13/15	49.33
66097	Aya Group, Inc	Computer Equipment	01/13/15	4,352.40
66098	Bad Bear Sportswear	Uniform/Clothing/Helmet Names	01/13/15	498.42
66099	David Kendall	Maintenance All Stations	01/13/15	520.00
66100	VA Communications	Emergency Phones	01/13/15	50.00
66102	Bear Valley Electric	Electricity Usage	01/13/15	1,582.29
66104	Charter Communications	Cable/Internet/Intranet	01/13/15	1,797.41
66105	The Counseling Team International, Inc.	Employee Support Services	01/13/15	500.00
66106	Cygnus Business Media	Conference Registration	01/13/15	499.00
66107	DIY Home Center	Materials/Supplies	01/13/15	60.96
66108	William Evangelisti	Reimb BLS Instructor Class	01/13/15	30.00
66109	Firefighters Safety Center	Uniform Pants	01/13/15	345.57
66110	Galls/Quartermaster	Collar Brass	01/13/15	25.90
66112	Globalstar	Satellite Phone	01/13/15	48.79
66113	Goodyear Tire & Rubber Co Inc.	Tires	01/13/15	2,168.43
66114	The Grizzly	Legal Advertisements	01/13/15	331.50
66117	ICEMA	Administration Fees	01/13/15	2,229.70
66118	Image 2000 Inc.	Copy Charges	01/13/15	286.78



Big Bear Fire Authority

Item No. FA1

Checks Issued 12/02/14 through 01/23/15

Check#	Vendor/Employee	Transaction	Date	Amount
66119	Deanne Johanson	Consulting Services	01/13/15	2,584.00
66120	K-Mart 7653	Household Supplies	01/13/15	61.38
66121	KME Fire Apparatus Inc.	Vehicle Inspection/Repairs	01/13/15	17,784.55
66122	Laerdal Medical Corporation	BLS Completion Cards	01/13/15	61.51
66123	Lindy Office Products Inc.	Copy Paper	01/13/15	79.90
66124	JSL Automotive Group, LLC	Vehicle Maintenance/Repair	01/13/15	95.00
66125	Randy Spitz	Coffee Supplies	01/13/15	134.00
66126	Promotional Capital LLC	Stick-on Firefighter Badges	01/13/15	227.00
66127	Quill Corporation	Office Supplies	01/13/15	159.25
66128	SatCom Global, Inc.	Satellite Services	01/13/15	56.93
66131	Target Solutions	Membership Renewal/Online Training	01/13/15	5,775.00
66132	United Parcel Service	Shipping	01/13/15	17.74
66133	Verizon California	Telephone Service	01/13/15	529.09
66134	Norman Walker	Reimb for Battery	01/13/15	104.33
66138	California State Board of Equalization	Quarterly Sales & Use Tax	01/14/15	466.32
66152	US Bank Corporate Payment Systems	Holiday Event/Code Mtg/Fuel/Recruitment	01/14/15	1,334.44
66153	Big Bear City CSD	Water Usage	01/16/15	404.19
66154	All Star Fire Equipment Inc	Pelican Lighting Systems	01/16/15	2,933.93
66155	Bad Bear Sportswear	Helmet Names	01/16/15	32.40
66156	Best Best & Krieger LLP	Legal Services	01/16/15	2,670.50
66157	Chevron USA	Fuel	01/16/15	146.66
66159	Benjamin Neilson	Reimb Boot Purchase	01/16/15	170.00
66160	Verizon California	Telephone Service	01/16/15	55.80
66239	Big Bear City CSD	Mileage/Fuel/Vehicle Parts/Pepper Spray	01/23/15	8,432.50
		Telephone/Internet/Electricity/Recruitment		
		Signs/Fuel Pump Repair/Computer Equipment		
66240	Bad Bear Sportswear	Uniform/Clothing/Helmet Names	01/23/15	900.72



Big Bear Fire Authority

Item No. FA1

Checks Issued 12/02/14 through 01/23/15

Check#	Vendor/Employee	Transaction	Date	Amount
66241	Butchers Blocks & Building Materials	Materials/Supplies	01/23/15	516.71
66242	Bear Valley Printing Inc	Printing Services	01/23/15	280.80
66243	DIY Home Center	Vehicle Repair Parts/Materials/Supplies	01/23/15	239.15
66245	First Aid Now	First Aid Cabinet Supplies	01/23/15	122.68
66248	Impact Design	Shirts	01/23/15	730.20
66251	JSL Automotive Group, LLC	Mount Tire	01/23/15	234.62
66254	Verizon Wireless	Cell Phone & iPad Data Usage	01/23/15	745.12
66255	Westrux International, Inc.	Vehicle Repair Parts	01/23/15	139.44
	ACH Ken Peterson	Reimb EMT-1 Renewal	12/08/14	97.00
	ACH Bill Jahn	Big Bear Fire Authority Meeting	12/30/14	100.00
	ACH David Caretto	Big Bear Fire Authority Meeting	12/30/14	100.00
	ACH Randall Putz	Big Bear Fire Authority Meeting	12/30/14	100.00
	ACH Don Smith	Reimb Travel Expenses	01/13/15	159.91
				182,782.49

Big Bear Fire Authority
Fiscal Year 2014-15 Quarterly Report
as of December 31, 2014
Balance Sheet

Account Number	Description	As of 12/31/2014
222-0000-1310	Share of Pooled Cash/Investments	330,221
222-0000-1021	Petty Cash	250
222-0000-1030	Accounts Receivable	-
222-0000-1320	Due from Other Governmental Agency	76,646
	Total Assets	407,116
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222-0000-2010	Vouchers Payable	42,811
222-0000-2211	Due to Fire District for Petty Cash Advance	250
222-0000-2035	Sales Tax Payable	466
222-0000-2214	Due to Other Governmental Agency	-
	Total Liabilities	43,527
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222-0000-2435	Vehicle Replacement Reserve	184,480
222-0000-2438	Office Equipment Reserve	38,980
222-0000-2442	Equipment Replacement Reserve	75,000
222-0000-2451	Contingency Reserve	62,520
222-0000-2531	Unassigned Fund Balance	2,609
	Total Fund Balance	363,589

Big Bear Fire Authority
Fiscal Year 2014-15 Quarterly Report
Quarter Ended December 31, 2014 (July 2014-December 2014)
Statement of Revenues and Expenditures

Account	Description	Budget	YTD 12/31/2014	Available Budget	
3472	Public Training	-15,960	-13,563	-2,397	
3722	Administrative Plan Review	0	-1,086	1,086	
3742	Reimb from FPD - BBFA Costs	-759,140	-246,490	-512,650	
3743	Reimb from CSD - BBFA Costs	-759,140	-246,490	-512,650	
3744	FPD Share of CSD Paid Costs	-19,120	-19,113	-7	
3745	CSD Share of CSD Paid Costs	-19,120	-19,113	-7	
3751	Use of Personnel/Equip	-116,000	-72,666	-43,334	
3756	Hazard Mitigation Reimb	-25,000	0	-25,000	
	Total Revenues	-1,713,480	-618,521	-1,094,959	64%
1400	Office Expense	18,400	8,853	9,547	
1410	General Household	29,600	11,227	18,373	
1420	Fuel	66,700	22,728	43,972	
1440	Basic Materials	12,000	2,895	9,105	
1450	Automotive Expense	147,572	113,171	34,401	
1470	Disaster Supplies	2,500	352	2,148	
1480	Small Tools	1,000	492	508	
1490	Clothing and Personal Equipment	54,600	14,597	40,003	
	Supplies	332,372	174,315	158,057	48%
2110	Advertising	3,000	1,511	1,489	
2120	Data/Telephone Lines	46,300	23,822	22,478	
2129	Communications - Radio	10,000	2,602	7,398	
2140	Utilities - Gas	23,300	5,870	17,430	
2150	Utilities - Water	9,000	3,536	5,464	
2160	Utilities - Electric	49,200	16,928	32,272	
2170	Printing	1,950	743	1,207	
2190	Postage	1,800	1,018	782	
2220	Maint-Buildings and Grounds	31,000	24,177	6,823	
2230	Maintenance - Equipment	25,000	16,033	8,967	
2240	Professional Services	60,800	14,864	45,936	
2241	Hazard Condition Mitigation	25,000	0	25,000	
2244	Professional Services - Legal	57,000	9,804	47,196	
2300	Contractual Services-Govt	254,000	94,575	159,425	
2310	Contractual Services	122,500	0	122,500	
2317	Recruitment Expense	15,000	12,660	2,340	
2600	Insurance	14,000	293	13,707	
2640	Memberships and Dues	10,000	1,250	8,750	
2650	Publications	3,500	447	3,053	
2660	Travel-Conferences and Meeting	10,000	3,200	6,800	
2670	Education / Training	48,500	27,506	20,994	
2700	Public Training	5,000	824	4,176	
2824	Machinery and Equipment	17,500	651	16,849	
2825	Software	7,500	2,223	5,277	
3751	Use of Personnel/Equipment	5,000	1,405	3,595	
	Other Services & Charges	855,850	265,942	589,908	69%
3951	Capital Outlay	183,000	6,405	176,595	
3960	Machinery and Equipment	7,428	7,428	0	
3970	Capital Outlay - Grenfall	10,960	2,500	8,460	
	Capital Outlay	201,388	16,333	185,055	92%
3930	Vehicle Replacement Reserve	242,870	121,430	121,440	
3950	Office Equipment Reserve	26,000	12,980	13,020	
3966	Contingency Reserve	25,000	12,520	12,480	
3969	Other Equipment Reserve	30,000	15,000	15,000	
	Reserves	323,870	161,930	161,940	50%
	Total Expenditures	1,713,480	618,521	1,094,959	64%
	Excess (Deficiency) of Revenues Over (Under) Expenditures	-	-	-	

**BIG BEAR FIRE AUTHORITY
MINUTES FOR THE MEETING OF
DECEMBER 17, 2014**

A Special Meeting of the Big Bear Fire Authority was called to order by Chairman Green at 6:30 p.m., Wednesday, December 17, 2014, at 39707 Big Bear Boulevard, Big Bear Lake, California.

OPEN SESSION

Moment of Silence: Observed

Pledge of Allegiance: Led by Newly Elected Director Al Ziegler

Directors Present: Chairman John Green
Vice Chairman Bill Jahn
Director David Caretto
Director Rick Herrick
Director Bob Jackowski
Director Paul Terry
Director Larry Walsh

Directors Excused: Director Karyn Oxandaboure

Others Present: Jeff Willis, Fire Chief
Mike Maltby, Battalion Chief
Kathleen Smith, Treasurer-Auditor/Controller
Corinne Flores, Board Secretary

PRESENTATIONS

Chairman Green and Chief Willis presented Outgoing Director Jay Obernolte with a Big Bear Fire Department logo plaque in honor of his service to the Big Bear community.

CEREMONIAL

An Oath of Office was administered by the Board Secretary to Elected Directors Randall Putz and Al Ziegler and Re-elected Directors David Caretto, John Green, and Rick Herrick.

FIRE AUTHORITY REORGANIZATION

Selection of the Chairman and Vice Chairman

Per the Bylaws and Policies of the Big Bear Fire Authority, "The Chair shall alternate between Participating Agencies each year, such that the Chair selected for the following year shall not be from the same Participating Agency that provided that Chair for the current year. The Vice-Chair shall also alternate between the Participating Agencies each year, such that the Vice-Chair selected for the following year shall not be from the same Participating Agency that provided the Vice-Chair for the current year."

Chairman Green called for nominations for Chairman, to serve for a period of one year.

Vice Chairman Jahn nominated Director Herrick to serve as Chairman for a period of one year; seconded by Director Jackowski.

Director Herrick was elected to serve as Chairman for a period of one year by the following vote:

AYES:	Jackowski, Herrick, Jahn, Putz, Terry, Walsh, Ziegler, Caretto, Green
NOES:	None
ABSENT:	Oxandaboure
ABSTAIN:	None

Chairman Herrick called for nominations for Vice Chairman to serve for a period of one year.

Director Walsh nominated Director Terry to serve as Vice Chairman for a period of one year; seconded by Director Jackowski.

Director Terry was elected to serve as Vice Chairman for a period of one year by the following vote:

AYES:	Green, Jahn, Putz, Terry, Walsh, Ziegler, Caretto, Jackowski, Herrick
NOES:	None
ABSENT:	Oxandaboure
ABSTAIN:	None

ANNOUNCEMENTS & UPCOMING EVENTS

The Fire Authority's Administrative Office will be closed on:

- Wednesday, December 24, 2014 and Thursday, December 25, 2014 in observance of the Christmas holiday; and
- Wednesday, December 31, 2014 and January 1, 2015 in observance of the New Year's holiday.

DIRECTORS' GENERAL ANNOUNCEMENTS

Director Jackowski announced he and his family had a great time at Fire Station 282 for the Big Bear City Christmas Tree Lighting ceremony. The event had a good turnout.

Director Ziegler commented he too attended the Big Bear City Christmas Tree Lighting ceremony, and he was glad to see this event continue.

Director Caretto extended his congratulations to newly elected Chairman Herrick and Vice Chairman Terry, and he thanked Director Green for the past year as Chairman.

Director Jahn echoed Director Caretto's comments and wished everyone a Merry Christmas and a Happy New Year. He is looking forward to working with all Directors.

Director Green thanked everyone for an interesting year and welcomed Director Ziegler and Director Putz to the Board as well as the Re-Elected Directors.

Vice Chairman Terry thanked Past Chairman Green for his service. He commented he liked Director Jackowski's picture that was in the Grizzly newspaper.

Chairman Herrick thanked Past Chairman Green and Past Vice Chairman Jahn for their service, and he thanked all the Directors for their votes today. He commented about the Celebration of Life ceremony for City Clerk Cheri Haggerty-Lawrence and son, Declan. He stated emergency personnel did everything they possibly could to try and save Cheri and her son.

Director Walsh welcomed Director Ziegler and Director Putz to the Board as well as the Re-Elected Directors.

Director Putz expressed his pleasure to be on the Board and is looking forward to working with the Directors.

GENERAL PUBLIC COMMENT

None.

CHIEF'S REPORT

Chief Willis reported on the status of hiring a Senior Finance Officer; temporary office space; expansion of the Administrative Office; obtaining an Originating Agency Identification number for background checks; ISO rating reevaluation; other post employment benefits (OPEB) side fund; transfer of assets; fiscal performance; and an Opticom issue at Station 281.

Received and filed.

Director Jackowski left the meeting at 7:13 p.m. and returned at 7:15 p.m.

COMMITTEE REPORT

- Fire Authority Administrative Committee meeting held on November 13, 2014, represented by Director Jackowski, Director Terry, and Director Walsh.

Director Jahn apologized for not attending this meeting as he was attending a Sandbag meeting.

Chief Willis advised the Authority contracted with Keenan & Associates, represented by Laurie LoFranco, to look into payroll benefits, hiring, and human resources. He stated that the Authority put together an employee census in order to shop the market. Chief Willis gave a brief Power Point presentation of medical, dental, vision benefits, life insurance, worker's compensation, liability coverage, retirement, pension systems, social security, and cafeteria plan. The Administrative Committee will review the pros and cons of each item and return to the full Board with its recommendations.

Chief Willis advised of the following timeline:

- Board approval for Keenan & Associates to shop the market for benefits at tonight's meeting;
- January 8, 2015 - benefits status report to the Administrative Committee at their meeting of January 8, 2015;
- February 3, 2015 – Administrative Committee recommendation to the Board for approval;
- March - Chief Willis to meet with and inform applicable personnel of available benefits;
- April - have final contracts ready for Board approval;
- May and June – open enrollment with an effective date of July 1, 2015.

Ms. LoFranco will be at the next Board meeting to answer questions.

At Vice Chairman Terry's inquiry, Chief Willis spoke about the transfer of the ambulance service in its entirety to the Authority. Chief Willis has learned that the County is going through a process to understand and define its twenty-six operational areas. Chief Willis would like to wait until the County has resolved some of these issues before deciding how and when to transfer ownership of the ambulance service to the Authority, however, the actual operation may be transferred at any time.

CONSENT CALENDAR

Motion by Director Jahn; seconded by Director Caretto, to approve the Consent Calendar as follows:

FA1. Approval of Demands – Check Issue Date 10/11/14 through 12/01/14 in the amount of \$186,817.13

Approved.

FA2. Fiscal Year 2014/15 Quarterly Report as of September 30, 2014

Received and filed.

FA3. Mid-Year Budget Adjustments for FY 2014/15

Board consideration of approving a mid-year budget adjustment of \$183,500 for the Fire Authority Fiscal Year 2014/15 Budget.

Approved.

FA4. Approval of Meeting Minutes from the October 21, 2014 Regular Meeting of the Fire Authority

Approved.

FA5. Amended Conflict of Interest Code

Board consideration of adopting Resolution No. BBFA2014-005 approving and adopting the amended Conflict of Interest Code pursuant to the Political Reform Act of 1974.

Approved the following Resolution entitled:

RESOLUTION NO. BBFA2014-005

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ADOPTING AN AMENDED CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974

The Consent Calendar was approved by the following vote:

AYES: Jahn, Putz, Terry, Walsh, Ziegler, Caretto, Green, Jackowski, Herrick

NOES: None
ABSENT: Oxandaboure
ABSTAIN: Putz (abstained from Item FA4 as he was not in attendance at the October 21, 2014 Board meeting)

ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

NEW BUSINESS

FA6. Board Authorization for Keenan & Associates to Go to Market for Benefits Plan Options for Big Bear Fire Authority Personnel – Effective July 1, 2015.

Board consideration of authorizing Keenan & Associates to market benefits for the Big Bear Fire Authority; authorize the Fire Chief to provide Keenan & Associates with the necessary information to market benefits for the Big Bear Fire Authority; and authorize Keenan & Associates and the Staff of the Big Bear Fire Authority to present their benefit recommendations to the Board of Directors at their meeting of February 3, 2015.

Motion by Director Caretto; seconded by Director Jackowski to approve Staff's recommendation.

Said Motion was approved by the following vote:

AYES: Putz, Terry, Walsh, Ziegler, Caretto, Green, Jackowski, Jahn, Herrick
NOES: None
ABSENT: Oxandaboure
ABSTAIN: None

DIRECTORS' CLOSING COMMENTS

Director Walsh cautioned the Administrative Committee to proceed carefully with the 1,300 square foot addition under the existing roof at Station 281 at a cost of \$400,000 for two additional positions. Chairman Herrick, Vice Chairman Terry, and Chief Willis will meet to further discuss the addition.

Vice Chairman Terry, Director Green, Director Jahn, and Director Caretto wished everyone a Merry Christmas and a Happy New Year.

Director Ziegler thanked the Board for allowing him to serve and wished everyone happy holidays.

Director Jackowski congratulated the two new Board members and the re-elected Board members. He commented that a few citizens recently expressed to him they would like to see the Valley be one big city. He further commented this Board has been working on the Fire Authority for the past three years; it would most likely happen someday; but some of the current Board members may not be on the Board at that time. He wished the Directors and their families happy holidays.

ADJOURNMENT

There being no further business to come before the Fire Authority at this session, Chairman Herrick adjourned the meeting at 7:46 p.m.

Corinne E. Flores, Board Secretary



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA4

MEETING DATE: February 3, 2014

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: David Yegge, Fire Fuels Program Coordinator

SUBJECT: **APPROVAL OF RESOLUTIONS - CALIFORNIA OFFICE OF EMERGENCY SERVICES AND CAL FIRE DESIGNATION OF AUTHORIZED AGENTS TO EXECUTE DISASTER ASSISTANCE REQUESTS FOR FUTURE DISASTERS ON BEHALF OF THE FIRE AUTHORITY**

BACKGROUND

The Big Bear Lake Fire Protection District has been successful in obtaining past federal and state disaster assistance for fire mitigation earthquake and storm/flood related occurrences. As a condition for accepting certain grant funding, the California Office of Emergency Services (Cal OES) requests that each agency provide a current resolution updating the governing body's approval of their respective authorized agents to obtain certain financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or State financial assistance under the Natural Disaster Assistance Act.

In addition, CAL FIRE grant programs also require the Board of Directors to designate, by resolution, positions authorized to act on behalf of the organization when applying for grants authorized through CAL FIRE.

These resolutions are required to be renewed and updated once every three years.

DISCUSSION

It is proposed that the Fire Chief and Battalion Chief be designated as the Authority's agents to provide to Cal OES and CAL FIRE or other granting agency for executing documents pertaining to Federal/State disaster assistance and/or fire prevention activities.

FISCAL IMPACT

The attached resolutions will not result in a budget impact.

Meeting of February 3, 2015

Approval of Resolutions - California Office of Emergency Services and CAL FIRE Designation of Authorized Agents to Execute Disaster Assistance Requests for Future Disasters on Behalf of the Fire Authority

Page 2

RECOMMENDATION

Staff recommends that the Fire Authority Board approve Resolution No. BBFA2015-XXX and Resolution No. BBFA2015-XXX designating authorized agents to execute disaster assistance requests for future disasters to the California Office of Emergency Services and CAL FIRE.

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/cef

Attachment 1: Resolution No. BBFA2015-XXX Authorizing Agents for the Execution of State Disaster Assistant Request Applications for Cal OES

Attachment 2: Designation of Applicant's Agent Resolution

Attachment 3: Resolution No. BBFA2015-XXX Authorizing Agents for the Execution of State Fire Prevention Assistance Funds

RESOLUTION NO. BBFA2015 –XXX

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AUTHORIZING AGENTS FOR THE EXECUTION OF STATE DISASTER ASSISTANCE REQUEST APPLICATIONS

WHEREAS, the Big Bear Fire Authority responds to numerous emergency responses resulting from fires, earthquakes, storms/flooding, and other natural disasters; and

WHEREAS, the Big Bear Fire Authority requests reimbursement from the Federal Emergency Management Agency (FEMA) and the California Office of Emergency Services (Cal OES) for personnel, materials, and equipment utilized during disaster related duties; and

WHEREAS, an authorized agent for the Big Bear Fire Authority must then file the application with Cal OES for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or State financial assistance under the Natural Disaster Assistance Act; and

WHEREAS, Cal OES requires that each agency provide a current resolution updating the governing body's approval of their respective authorized agents to obtain certain grant funding;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Big Bear Fire Authority, a public entity established under the laws of the State of California, hereby authorizes the Fire Chief and Battalion Chief as its' agents to provide to the California Office of Emergency Services any and all matters pertaining to such State disaster assistance the assurances and agreements required.

PASSED, APPROVED AND ADOPTED this ____ day of February, 2015.

AYES:

NOES:

ABSENT:

ABSTAIN:

Rick Herrick
Chairman, Board of Directors
Big Bear Fire Authority

ATTEST:

Corinne E. Flores
Board Secretary
Big Bear Fire Authority

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss
CITY OF BIG BEAR LAKE)

I, Corinne E. Flores, Secretary of the Big Bear Fire Authority Board, do hereby certify that the whole number of members of the said Board is ten; that the foregoing resolution, being Resolution No. BBFA2015-XXX was duly passed and adopted by said Board, approved and signed by the Chairman of said Board, and attested by the Secretary of said Board, all at a meeting of the said Board held on the ____ day of February, 2015 and that the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Witness my hand and the official seal of said District this ____ day of February, 2015.

Corinne E. Flores
Board Secretary
Big Bear Fire Authority

**DESIGNATION OF APPLICANT'S AGENT RESOLUTION
Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program**

BE IT RESOLVED BY THE Board of Directors OF THE Big Bear Fire Authority
(Governing Body) (Name of Applicant)

THAT Fire Chief, OR
(Title of Authorized Agent)

Battalion Chief, OR
(Title of Authorized Agent)

N/A
(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the Big Bear Fire Authority, a public entity
(Name of Applicant)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Service, for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the Big Bear Fire Authority, a public entity established under the laws of the State of California,
(Name of Applicant)

hereby authorizes its agent(s) to provide to the California Governor's Office of Emergency Service for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

This is a universal resolution and is effective for all open and futures Disasters/Grants up to three (3) years following the date of approval below.

This is a Disaster/Grant specific resolution and is effective for only Disaster/Grant name/number(s) _____

Passed and approved this _____ day of _____, 2015

Rick Herrick, Chairman Paul Terry, Vice Chairman
David Caretto, Director John Green, Director
(Name and Title of Governing Body Representative)

Bob Jackowski, Director Bill Jahn, Director
(Name and Title of Governing Body Representative)

Karyn Oxandaboure, Director Randall Putz, Director
Larry Walsh, Director Al Ziegler, Director
(Name and Title of Governing Body Representative)

CERTIFICATION

I, Corinne E. Flores, duly appointed and Board Secretary of
(Name) (Title)

Big Bear Fire Authority, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the Board of Directors of the Big Bear Fire Authority
(Governing Body) (Name of Applicant)

on the _____ day of February, 2015.

(Signature)

Board Secretary

(Title)

RESOLUTION NO. BBFA2015 –XXX

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AUTHORIZING AGENTS FOR THE EXECUTION OF STATE FIRE PREVENTION ASSISTANCE FUNDS

WHEREAS, the Big Bear Fire Authority responds to numerous emergency responses resulting from fires, earthquakes, storms/flooding, and other natural disasters; and

WHEREAS, the Big Bear Fire Authority requests reimbursement from the California Department of Forestry and Fire Protection (CAL FIRE) for personnel, materials, and equipment utilized during disaster related duties; and

WHEREAS, an authorized agent for the Big Bear Fire Authority must then file the application with CAL FIRE for the purpose of obtaining certain state financial assistance grants under Cal Fire authorized by the state legislature.

WHEREAS, CAL FIRE requires that each agency provide a current resolution updating the governing body's approval of their respective authorized agents to obtain certain grant funding;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Big Bear Fire Authority, a public entity established under the laws of the State of California, hereby authorizes the Fire Chief and Battalion Chief, as its' agents, to sign and execute said agreements on behalf of the Big Bear Fire Authority.

PASSED, APPROVED AND ADOPTED this ____ day of February, 2015.

AYES:

NOES:

ABSENT:

ABSTAIN:

Rick Herrick
Chairman, Board of Directors
Big Bear Fire Authority

ATTEST:

Corinne E. Flores
Board Secretary
Big Bear Fire Authority

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss
CITY OF BIG BEAR LAKE)

I, Corinne E. Flores, Secretary of the Big Bear Fire Authority Board, do hereby certify that the whole number of members of the said Board is ten; that the foregoing resolution, being Resolution No. BBFA2015-XXX was duly passed and adopted by said Board, approved and signed by the Chairman of said Board, and attested by the Secretary of said Board, all at a meeting of the said Board held on the ____ day of February, 2015 and that the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Witness my hand and the official seal of said District this ____ day of February, 2015.

Corinne E. Flores
Board Secretary
Big Bear Fire Authority




BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA5

MEETING DATE: February 3, 2015

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief 

PREPARED BY: Isabel C. Safie, Best Best & Krieger LLP

SUBJECT: **PENSION ALIGNMENT – AUTHORIZATION FOR STAFF TO PURSUE LEGISLATION THAT WILL OPEN UP A POSSIBLE PATH TO RESOLVE EXISTING CONFLICTS REGARDING THE ALIGNMENT OF PENSION BENEFITS UNDER SBCERA AND CALPERS**

BACKGROUND

In June of 2012, the Boards of the Big Bear City Community Services District and the Big Bear Lake Fire Protection District acted to establish a Joint Powers Authority creating the Big Bear Fire Authority. Since that time, the fire department administration has been consolidated, jurisdictional boundaries have been removed, and standard operational policies and procedures have been implemented. With the recent hiring of the Senior Finance Officer position, the Fire Authority is now set to manage its own financial responsibilities. The Fire Authority is now functioning in almost every aspect as one Department.

The one road block that continues to stand in the way of full consolidation is the issue of pension alignment. One option that is currently being explored is a legislative change that would enable, but not require, a CalPERS safety contract to be transferred from a CalPERS agency to an agency with a contract with the San Bernardino County Employees' Retirement Association (SBCERA) without triggering withdrawal liability.

DISCUSSION

The Joint Exercise of Powers Agreement (“JPA Agreement”), which created the Fire Authority, provides that the powers of the Fire Authority include the power to consolidate, combine, share, employ, hire, retain, release, manage, and administer fire and medical administrative services personnel, fire and medical operations personnel, and any other fire and medical personnel necessary or appropriate to the full service of the Authority’s powers. (Section 4.5(b)) Section 4.5(c) further provides that the Authority has the power to employ professional staff, personnel, and all other employees who may be necessary or appropriate to the full exercise of the Authority’s powers.

Section 4.8 of the JPA Agreement provides that all medical and fire administrative services personnel and all medical and fire operations personnel employed by the Big Bear City Community Services District (“City”) or the Big Bear Lake Fire Protection District (“Lake”), prior to the initiation of activities by the Fire Authority, will remain employees of their respective entity unless and until the Fire Authority affirmatively employs such personnel.

Currently, all employees remain employed by their respective agencies. Under those employment arrangements, employees of the City are enrolled in the CalPERS retirement plan. Employees of the Lake are enrolled in the SBCERA retirement plan.

It is common knowledge, that due to the downturn in the economy and the growth in benefits, the financial obligations of public agencies will continue to rise and will continue to stretch the ability of public agencies to fulfill such financial obligations. Therefore, even if nothing changes and the employees of both the City and the Lake stay with their respective agencies and never move to the Fire Authority, there will be increased obligations and cost increases resulting from both the SBCERA retirement plan for the Lake and the CalPERS retirement plan for the City.

On October 1, 2013, Isabel Safie of Best Best & Krieger, LLP, gave the Board a presentation regarding the existing pension obligations of the City and Lake, the trends regarding pension costs, and the options available to the Fire Authority to resolve the pension alignment dilemma so that City and Lake employees can be consolidated under the Fire Authority. The following options were discussed: (1) moving all employees to CalPERS; (2) moving all employees to SBCERA; or (3) establishing a defined contribution plan in lieu of a defined benefit plan. The third option was determined not to be viable for a variety of reasons including the fact that it would make it difficult for the Fire Authority to recruit qualified employees and would make the Fire Authority vulnerable to legal challenges that would far out shadow any potential savings from implementing a defined contribution plan. More importantly, establishing a retirement plan other than through CalPERS or SBCERA would expose both the City and the Lake to substantial withdrawal liabilities estimated to be in the \$30 - \$33 million dollar range for *each* entity.

The CalPERS plan appeared to be the least costly plan when compared to the SBCERA plan due to the fact that the risk pool for safety plans in CalPERS is substantially larger than the risk pool for safety plans in SBCERA (e.g., based on data from June 30, 2011, the SBCERA risk pool had less than 64 employees compared to 10,209 employees in the CalPERS risk pool). As such, management was given direction to determine under what conditions the Fire Authority could establish a contract with CalPERS without triggering, or delaying the imposition of, withdrawal liability for the Lake with SBCERA. Withdrawal liability for the City with CalPERS would be avoided with the assumption by the Fire Authority of the City’s safety plan.

Ms. Safie, at the request of management, initiated discussions with SBCERA to discuss the possibility of a gradual withdrawal of safety employees from SBCERA. On January 21, 2014, Fire Authority representatives, including Chief Willis and Ms. Safie, met with SBCERA representatives, including the then interim CEO Larry Walker, Michael Calabrese (Chief Counsel), Julie Underwood (Chief of Fiscal Services), and Christie Porter (Chief of Member

Services) to discuss whether it would be possible to negotiate a gradual withdrawal from SBCERA. The proposal involved leaving existing safety employees with the Lake and only transferring City safety employees to the Fire Authority. The Fire Authority would contract with the Lake for the use of its safety employees and any new safety employees would be hired by the Fire Authority. No further safety employees would be hired by the Lake. As such, the Lake's safety employee numbers would gradually decline through retirements or other terminations. During this meeting, SBCERA committed to working with the Fire Authority to delay a full withdrawal of the Lake's safety contract and, therefore, delay the imposition of withdrawal liability. However, any further discussion of this approach was placed on hold until a permanent CEO was hired by SBCERA. This occurred on April 8, 2014 with the appointment of Gary Amelio. By that time, other considerations took precedence over discussions with SCBERA, but Ms. Safie has maintained an open dialogue with SBCERA to permit the Fire Authority to continue with these discussions at a later date.

With the prospect of the annexation of neighboring areas, the possibility of the Fire Authority establishing a contract with SBCERA rather than CalPERS was considered. Thus, on August 26, 2014, Fire Authority representatives, including Chief Willis and Ms. Safie, participated in a conference call with key CalPERS representatives to discuss how, if at all, the City could avoid the imposition of withdrawal liability if the Fire Authority opted to establish a contract with SBCERA. During this discussion, the Fire Authority was made aware of Government Code Section 20588 which allows for a CalPERS safety plan to be transferred to a county retirement system in cases where firefighting or law enforcement functions are transferred from an agency participating in CalPERS to an agency participating in a county retirement system. The transfer can only be done from CalPERS to a county retirement system; not from a county retirement system to CalPERS. This is because the CalPERS system has a benefit ceiling of 90% for safety employees, and therefore, could not accommodate a county retirement system safety plan which does not have a similar benefit ceiling. The significant advantage of Section 20588 is that a termination of a CalPERS plan pursuant to this Section is not subject to withdrawal liability because the liability of accrued benefits is transferred entirely to the county retirement system.

However, Section 20588 is currently only available in Los Angeles, Kern, and Orange Counties. Therefore, we have been working with Joshua Hoover, Legislative Director for Assemblyman Obernolte, who has prepared mockup bill language for a proposed amendment to Section 20588 that would add the County of San Bernardino to the statute. A similar amendment would be necessary for Government Code Section 31567, the counterpart to Section 20588 found under the County Employees' Retirement Law. If adopted, these amendments would make this option available to the Fire Authority. However, the Fire Authority could choose not to pursue this option, because it is permissive rather than mandatory.

We believe that it is critical that we keep all options available to the Fire Authority, but the current terms of Sections 20588 and 31567 would not permit the Fire Authority to avail itself of a direct transfer of assets and liabilities from CalPERS to SBCERA. Therefore, Staff requests that the Board authorize Staff to pursue legislation that would amend Sections 20588 and 31567 to make this option available in San Bernardino County.

RECOMMENDATION

Staff recommends the Fire Authority Board authorize Staff to pursue legislation that would amend Government Code Sections 20588 and 31567 to include San Bernardino County.

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BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA6

MEETING DATE: February 3, 2015

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Mike Maltby, Battalion Chief *MM*

SUBJECT: **CONFIRMATION OF A STANDING ADMINISTRATIVE COMMITTEE**

BACKGROUND

On February 4, 2014, past President John Green appointed four Directors, two from each respective district, to serve as a standing Administrative Committee established to assist Staff in the development of further consolidation strategies and associated cost that will then be brought before the full Board for discussion and possible action.

DISCUSSION

By action of the Fire Authority Board during previous meetings, it is anticipated that the Fire Authority Budget for Fiscal Year 2015/16 will likely prove to be challenging as the Fire Authority continues to grow in strength and capability.

The Fire Authority is in position to become the predominate organization to further manage the daily affairs of the Big Bear Lake Fire Protection District and the Fire Department operation of the Big Bear City Community Services District. As this transition occurs, there will be less business activity occurring as individual districts, with the reciprocal effect of more governance, oversight, and approvals coming from the Fire Authority Board. While this prospect is contemplated, careful consideration must be observed as the fiscal capability of each district directly dictates potential funding levels of the Big Bear Fire Authority.

RECOMMENDATION

Staff recommends the Authority Board Chairman select four Directors, two from each respective district, to serve as the Administrative Committee to assist Staff in the development of further consolidation strategies and the Board approve the appointments by vote.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA7

MEETING DATE: February 3, 2015

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Mike Maltby, Battalion Chief *MM*

SUBJECT: ESTABLISHMENT OF A FIRE CODE APPEALS BOARD

BACKGROUND

The California Building Standards Commission has adopted the 2013 California Building Standards Code, including the 2013 California Fire Code. The California Building Standards Code was published by the Commission in July 2013 and became applicable to all occupancies in the state on January 1, 2014. Whenever a new code is adopted by the state, it must also be adopted by the local agency. Local agencies may amend the standard code providing that the amendments are supported by findings showing that the amendments are necessary because of local climatic, geological, or topographical conditions that exist within that jurisdiction.

In recognition of the Authority Board of Directors' desire to retain local control, the 2013 California Fire Code was amended to include provisions for the establishment of an Appeals Board allowing any Fire Code related conflict to be heard and mitigated at the local level.

DISCUSSION

At the June 3, 2014 Board meeting, the Authority Board adopted ordinance BBFA2014-001, adopting the 2013 California Fire Code with local amendments.

Once this ordinance was adopted, the Authority Board was required to establish an Appeals Board. The ordinance states that the Appeals Board shall be comprised of the Chairman of the Authority Board of Directors and four other members of the Board selected by the Chairman.

RECOMMENDATION

Staff recommends the Authority Board Chairman select four members from the Authority Board to serve, along with himself, as the Appeals Board pursuant to Section 108.1 of Ordinance No. BBFA2014-001 and the Board approve the appointments by vote.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA8

MEETING DATE: February 3, 2015

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Shirley Holt, Senior Finance Officer

SUBJECT: **BANKING RELATIONSHIP – UNION BANK**

BACKGROUND

In preparation to separate business and accounting functions for the Big Bear Fire Authority, it is necessary to establish banking relationships and open bank accounts. When requesting guidance from the Authority's Treasurer, it was highly recommended that we initially set up our operating account/accounts with Union Bank. The existing relationship the City has with Union Bank will facilitate a more seamless separation of financial functions for the Fire Authority.

DISCUSSION

The Senior Finance Officer has made contact with the assigned Account Relationship Manager at Union Bank and has shared preliminary information as to the banking needs of the Fire Authority; specifically, the processing of vendor payments, deposits, and payroll direct deposit transactions.

STAFF RECOMMENDATION

Staff recommends the Fire Authority Board authorize staff to open an operating account with Union Bank for business transactions with the Treasurer, Senior Finance Officer, and Fire Chief as authorized signers.



BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA9

MEETING DATE: February 3, 2015

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief *JW*

PREPARED BY: Mike Maltby, Battalion Chief *MM*

SUBJECT: PURCHASE OF A USED AMBULANCE

BACKGROUND

The Fire Department has the responsibility of providing ambulance transport services for a 265 square mile ambulance response area that includes the Big Bear Valley and surrounding areas. The Fire Department also has the responsibility for transporting patients from the local hospital to out-of-area hospitals. Ambulances utilized in the Big Bear area are subject to operating in extreme conditions and are subject to a rapid accumulation of miles. The Fire Department budgets for ambulance replacement at regular scheduled intervals; however, occasionally there is an opportunity to purchase an ambulance at a significant discount. When this occurs, it generally does not coincide with budgeted replacement schedules.

DISCUSSION

Consistent with a conservative fiscal approach, the Fire Department has previously purchased lightly used ambulances in new condition at a significant savings. Typically, these ambulances were used for demonstration purposes or purchased by an agency for an anticipated expansion that did not come to fruition. Staff has located a 2014 four wheel drive ambulance with less than 2,000 miles, which is very similar in design to what is currently being used by the Fire Department. This particular unit was used for demonstration purposes only and is being sold at a significant discount. Purchase opportunities such as this are unique as demonstration ambulances are not commonly found with a four wheel drive configuration.

FISCAL IMPACT

The purchase will be from Vehicle Replacement Reserves in the amount of \$125,000.

STAFF RECOMMENDATION

Staff recommends the Fire Authority Board authorize an expenditure of \$125,000 from Vehicle Replacement Reserves for the purchase of a used ambulance.




BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA10

MEETING DATE: February 3, 2015

TO: Honorable Chairman and Members of the Big Bear Fire Authority

FROM: Jeff Willis, Fire Chief 

PREPARED BY: Laurie LoFranco, Keenan & Associates

SUBJECT: **EMPLOYEE BENEFIT STRATEGY**

BACKGROUND

On January 8, 2015, the Administrative Committee for the Big Bear Fire Authority made a series of recommendations as it pertains to certain foundational decisions regarding the strategy of employee benefit design for the Big Bear Fire Authority. Staff is requesting that the full Board of Directors confirmation these recommendations.

DISCUSSION

On January 8, 2015, Keenan & Associates representative, Laurie LoFranco, presented the Administrative Committee with a list of discussion items for the development of a benefit strategy for the Big Bear Fire Authority and obtained unanimous Committee approval for the following recommendations:

- The agency *not* participate in CA-SDI but contract for private insurance, limiting SDI to Paid-Call firefighters.
- Keenan market medical directly to the carriers and through the Keenan medical pool.
- Keenan market life & LTD coverage for both fulltime staff and Paid-Call firefighters.
- The Fire Authority only participate in a dental PPO plan.
- The agency *not* participate in Social Security, but implement a qualified, alternative plan.
- The Fire Authority require mandatory participation in employee benefits, at a minimum of employee-only coverage.

FISCAL IMPACT

Not participating in Social Security will have a savings impact of 6.2% of employee wages.

RECOMMENDATION

Staff recommends that the Fire Authority Board confirm the Administrative Committee's recommendations to Keenan & Associates for the development of a benefit strategy.

BIG BEAR FIRE AUTHORITY
Administrative Committee Meeting of January 8, 2015

Staff Notes

CALL TO ORDER / PLEDGE OF ALLEGIANCE

An Administrative Committee meeting of the Governing Board of the Big Bear Fire Authority was held on Thursday, January 8, 2015 at 1:31 p.m. in the Training Room – City Hall at 39707 Big Bear Boulevard, Big Bear Lake, CA.

Governing Board Members Present: Vice Chairman Paul Terry, Director Bob Jackowski, Director Bill Jahn, and Director Larry Walsh.

Governing Board Members Absent: None.

Staff Present: Jeff Willis, Fire Chief; Mike Maltby, Battalion Chief; Kathleen Smith, Authority Treasurer-Auditor/Controller; Scott Heule, CSD General Manager; Shari Strain, CSD Finance Officer; Eileen Berne, EMS/Fire Financial Coordinator; and Corinne Flores, Admin. Asst.–Fire Chief.

Others Present: Laurie LoFranco, Keenan and Associates and Judi Bowers, Grizzly Newspaper.

1. DISCUSSION ITEMS

- 1.1 Status/update from Laurie LoFranco, Keenan and Associates, regarding benefits and other matters necessary for the Big Bear Fire Authority to become an employing organization.

Ms. LoFranco provided a benefits overview of her findings. A copy of the Power Point presentation is attached. She addressed the committee's questions and concerns as they arose.

Chief Willis stated he has been in contact with Assemblyman Obernolte's office, who advised to seek legislative relief of transferring employees from one retirement agency to another. Isabel Safie of Best, Best, and Krieger will give a presentation at the next Authority meeting for Board direction whether the Directors would like to pursue this legislation. January 30, 2015 is the last day to submit bill requests to the Office of Legislative Council. February 27, 2015 is the last day for bills to be introduced.

Ms. LoFranco will provide the benefit quotes and plan designs for the Committee's review in advance of the March 12, 2014 Administrative Committee meeting.

Ms. LoFranco advised the Authority may chose California state disability or go private state disability, which will cost approximately 60% less than the State with double the coverage.

Clarification: the Power Point presentation references Paid Call Firefighters (PCF) group, however, the correct group would be Apprentice Firefighters.

Ms. LoFranco stated that participation in Medicare is mandated, however, Social Security is optional. The Authority may or may not elect to participate in Social Security now or at a later date, however, once in Social Security, the Authority cannot opt out.

Action Items:

- A. Should the Authority participate in CA-SDI?

Recommendation: The Authority not participate in CA-SDI, but contract for private insurance, limiting SDI to Apprentice Firefighters.

Motion by Director Jahn; seconded by Director Jackowski to approve Staff's recommendation. All four Directors were in favor, and the Motion carried.

- B. Medical for small group (under 50 lives) is age-banded unless in a pool.

Recommendation: Authorize Keenan and Associates to market medical directly to the carriers and through the Keenan medical pool.

Motion by Director Walsh; seconded by Director Jahn to approve Staff's recommendation. All four Directors were in favor, and the Motion carried.

- C. Life & AD&D Insurance and LTD

Recommendation: Authorize Keenan and Associates to market coverage for both full time staff and Paid Call Firefighters.

Motion by Director Jackowski; seconded by Director Jahn to approve Staff's recommendation. All four Directors were in favor, and the Motion carried.

- D. There are no dental providers in Big Bear that accept a dental HMO.

Recommendation: The Authority only participate in a dental PPO plan.

Discussion: the Authority can add an HMO plan at any time. Ms. LoFranco recommends the Authority go with a single plan, at the best price.

Motion by Director Jahn; seconded by Director Jackowski to approve Staff's recommendation. All four Directors were in favor, and the Motion carried.

- E. Should the Authority participate in Social Security?

Recommendation: The Authority not participate in Social Security, but implement a qualified, alternative plan.

Motion by Director Walsh; seconded by Director Jackowski to approve Staff's recommendation. All four Directors were in favor, and the Motion carried.

- F. Smaller agencies need 100% participation in benefits to get the best coverage at the lowest cost.

Recommendation: The Authority require mandatory participation in employee benefits, at a minimum of employee-only coverage.

Motion by Director Walsh; seconded by Director Jackowski to approve Staff's recommendation. All four Directors were in favor, and the Motion carried.

Chief Willis advised the above information will be presented to the full Board at the February meeting. At the next Administrative Committee meeting, the Directors will review each item line by line. The Administrative Committee's recommendations will then be presented to the full Board during the April 28 meeting. Ms. LoFranco will be in attendance at the April 28 meeting to answer any questions or concerns.

- 1.2 Senior Finance Officer position, Administrative Clerk position, and temporary office – Status/update.

Chief Willis advised that the Authority is close to having a one year contract with the Senior Finance Officer. Approximate start date of January 16, 2015. The candidate was previously the Financial Officer for the Boulder County Sheriff's Department. The interview panel solidly recommended this candidate. Chief Willis will present a resolution to the Board when this position transitions to Authority employee.

The Administrative Clerk position is on hold.

The temporary office is now on site.

- 1.3 Office addition at Headquarters Fire Station-281 – Status/update.

A contract is in place with the architect. Will focus on two floor plans. A rough draft will be brought to the Administrative Committee. Goal is to have three office spaces, possibly four. The existing reception area will be opened up for future clerical needs.

- 1.4 Transfer of the ambulance operation to the Big Bear Fire Authority – Status/update.

Chief Willis advised he has been talking about transferring ownership of the ambulance operation to the Authority, however, he has not fully understood the consequences. Battalion Chief Maltby explained ambulance providers are regulated by layers of

bureaucracy (Medicare, MediCal, insurance companies, etc). Currently, there is a lot going on at the State and county level. The State is pro open competitive bid. The county has not decided where they stand. Battalion Chief Maltby advised now is not the right time to transfer ownership. Chief Willis recommends a contract between the CSD and the Authority; transfer personnel and assets; continue billing practices; and transfer associated risk from CSD to the Fire Authority. There is still more work to do for this issue.

- 1.5 Future Board of Directors' workshop – Discussion and possible recommendation to the Board.

Chief Willis recommends a Board workshop for Board direction to discuss: the Authority Board becoming the primary Board, reducing to a couple of Fire District and CSD meetings a year; discuss what the Authority's future looks like; look at LAFCO process for district expansion; Authority budget discussions with fire department level budget discussions with the CSD to cease; present draft Authority budget at April meeting and adoption at the June meeting.

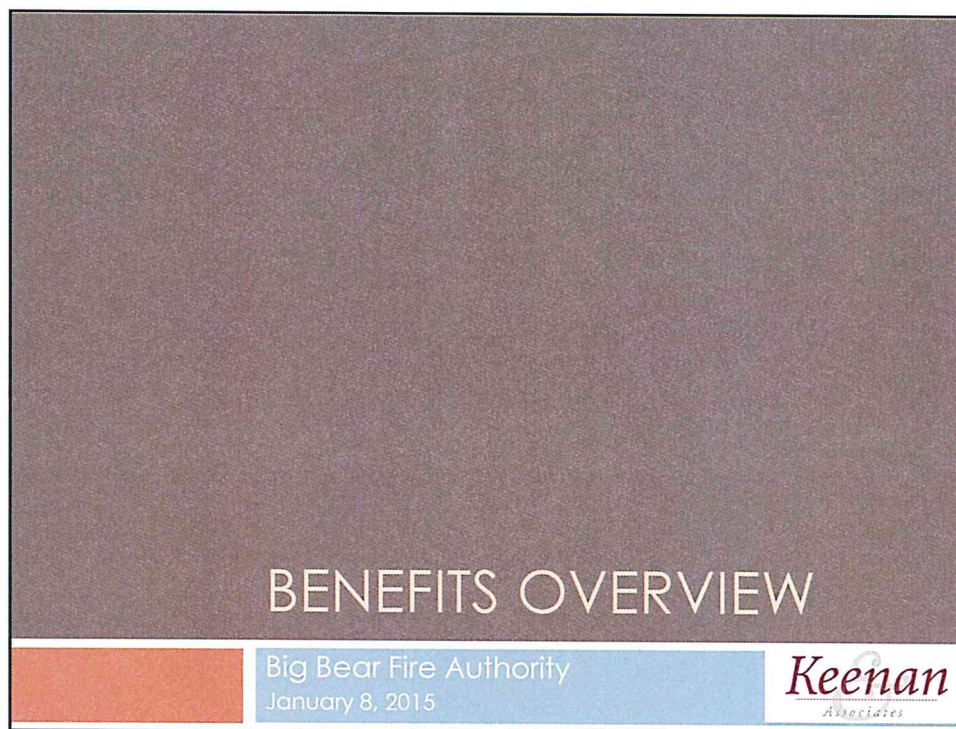
Chief Willis proposes a half day working lunch at the end of February. Staff will poll the Directors for the best date available.

The Administrative Committee will meet twice a month in March, April and May. The Committee will receive Outlook meeting requests for the selected dates.

ADJOURNMENT

With no further business to come before the Administrative Committee, the meeting was adjourned at 2:52 p.m.

Corinne E. Flores, Administrative Assistant-Fire Chief



BENEFITS OVERVIEW

Big Bear Fire Authority
January 8, 2015

Keenan
Associates

Introduction

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- Keenan & Associates has been working to market the following Lines of Coverage (LOC) for Big Bear Fire Authority, with an effective date of July 1, 2015. All quote requests sent to the carriers have a due date of **January 19, 2015**:
 - Medical
 - Dental
 - Vision
 - Life/AD&D
 - Long-Term Disability
 - Short-Term Disability
- Our staff contacted every Dental and Vision provider within the Big Bear Lake area to ascertain which carriers were preferred. This was done to assure that you get the best coverage with the least amount of difficulty.

Progress Report

3

- Keenan has a benefit pool for Medical insurance.
- All Dentist providers in Big Bear Lake have been surveyed and the following carriers are preferred participants in Big Bear:
 - Ameritas
 - Delta Dental
 - Cigna
- All Vision providers in Big Bear Lake have been surveyed and the following carriers participate in Big Bear:
 - Ameritas (VSP)
 - Blue Cross (EyeMed)
 - HumanaVision (EyeMed)
 - MES Vision
 - VSP
- Request for Proposal (RFP) letters to insurance carriers have been issued
- Personnel census has been created

3

Carriers

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Medical

- Anthem Blue Cross
- Health Net
- Kaiser Permanente
- MCSIG (Keenan) Pool

Dental

- Ameritas
- Guardian **(Received)**
- Humana
- Delta Dental MSA (Keenan) Pool **(Received)**
- UNUM

Vision

- Ameritas
- Guardian **(Received)**
- Humana
- VSP

Life/AD&D

- Guardian
- Humana
- UNUM

Long-Term Disability

- Ameritas
- Guardian
- Humana
- UNUM

Short-Term Disability

- Ameritas
- Guardian
- Humana
- UNUM

Plan Highlights

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- | | |
|---|---|
| <ul style="list-style-type: none"> □ Medical □ Dental □ Vision □ Life/AD&D □ Long-Term & Short-Term Disability | <p>Pool products give the best benefits for groups under 50</p> <p>PPO Only in the Big Bear area</p> <p>VSP Network is the preferred insurance for Big Bear area providers</p> <p>Group & Voluntary Plans</p> <p>60% of Annual Salary</p> |
|---|---|

- Keenan is attempting to retrieve quotes which would cover Paid-Call Firefighters in Life/AD&D & LTD coverage.
- Benefits will be Mandatory Participation for all lines, including any employee-paid Lines of Coverage.

Medical

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HMO

Out-of-Pocket Max:	\$1,500 / \$3,000
Annual Deductible:	None
Office Visit:	\$20
Hospital:	\$200/admission
E.R. Visit:	\$100/visit
Prescriptions:	
Generic:	\$10
Formulary Brand:	\$25
Non-Formulary:	\$40
Chiropractic:	\$10/visit

PPO

	In-Network	Out-of-Network
Out-of-Pocket Max:	\$3,000 / \$6,000	\$6,000 / \$12,000
Annual Deductible:	\$500 / \$1,500	\$500 / \$1,500
Office Visit:	\$20	40%
Hospital:	\$500 + 40%	20%
E.R. Visit:	\$150 + 20%	\$150 + 20%
Prescriptions:		
Generic:	\$10	\$10 + 50%
Formulary Brand:	\$25	\$25 + 50%
Non-Formulary:	\$40	\$40 + 50%
Chiropractic:	20%	40%

Dental

7

PPO

Annual Max:	\$2,000
Annual Deductible:	\$50 / \$150 (Class II & III)
Office Visit:	\$0
Class I	100%
Class II:	90%
Class III:	80%
Orthodontia:	50%
Lifetime Max:	\$1,500
Adult Coverage:	Child-only. (age 26)

A traditional High-end PPO plan

Plan includes:

- Annual deductible.
- A single co-pay percentage, available to any member during their first year of enrollment.
- Lifetime max for Orthodontia is \$1,500, providing a better value to member with families.

Dental

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Alternate PPO

Annual Max:	\$1,500
Annual Deductible:	\$25 / \$75 (Class II & III)
Office Visit:	\$0
Class I	100%
Class II:	80%
Class III:	50%
Orthodontia:	50%
Lifetime Max:	\$1,000
Adult Coverage:	Child-only (age 26)

A traditional PPO plan

Plan includes:

- Annual deductible
- A single co-pay percentage, available to any member during their first year of enrollment.
- Lifetime max for Orthodontia is \$1,000.

Vision

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	Network	Out-of-Network	
\$10 / \$25			
Annual Max:	None	None	<p>This plan is a standard, 12/12/24 with a \$130 frame and/or contact lens allowance.</p> <p>Members may make one office visit per year; purchase a set of lenses or 6-month supply of contacts every year; purchase a pair of frames once every (2) years.</p> <p>When purchasing a pair of frames or contact lenses, the vision provider will pay \$130 toward the balance when in-network. Members are responsible for the remaining balance.</p>
Examination:	\$10	\$25	
Materials Deductible:	\$25	\$0	
Frequency:			
Exam:	12 months		
Lenses:	12 months		
Frames:	24 months		
Frame Allowance:	\$130	\$47	
Contact Allowance:	\$130	\$105	

Vision

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	Network	Out-of-Network	
Alternate			
Annual Max:	None	None	<p>Keenan is seeking a better, alternative plan at an affordable price.</p> <p>Frequency of benefits would increase, allowing members to buy a pair of frames once per year, instead of bi-annually.</p> <p>The Frame and Contact Allowance is increased by \$20, covering many purchases at a \$0 out-of-pocket when at the doctor.</p>
Examination:	\$10	\$25	
Materials Deductible:	\$25	\$0	
Frequency:			
Exam:	12 months		
Lenses:	12 months		
Frames:	12 months		
Frame Allowance:	\$150	\$54	
Contact Allowance:	\$150	\$120	

Life & Disability

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Life / AD&D

Class I: Regular FT	\$100,000/\$50,000
Class II: Paid Call	\$50,000/\$25,000

LTD

Elimination Period:	180 days
Benefit Percentage:	60% of salary
Monthly Maximum:	\$8,500

STD

Elimination Period:	14 days
Benefit Percentage:	60% of salary
Weekly Maximum:	\$1,960

We are looking at the following the amount of Life/AD&D coverage.

We are also looking at coverage options when providing Life & LTD for Paid-Call firefighters. State Disability is an option for this group if LTD coverage is not available

Short-Term Disability benefits are being proposed as employer-paid, with two separate quotes: One assuming State Disability participation, and one without.

All disability benefits are integrated with sick leave.

Timeline Ancillary Benefits

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- December 17, 2014 Approval of Board to Shop the Market for Benefits
- January 8, 2015 Status update to the Administrative Committee
- February 3, 2015 Status update of Administrative Committee recommendations to the Board
- March 12, 2015 Presentation of Benefit Quotes and Plan Designs
- April 28, 2015 Benefit Contracts to the Board for Approval
- May – June 2015 Open Enrollment
- July, 1, 2015 Benefits Effective Date

Disability Options for Public Employers

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- Public entities that want to provide additional short term disability coverage to their employees have several choices:
 1. They may purchase an insured private disability group plan paid for by the employer.
 2. They may set up a mandatory group program paid for by the employee through payroll deduction.
 3. They may offer individual insured plans on a voluntary basis paid for by the employee through payroll deduction.
 4. Agencies can participate by group i.e. Paid-call Firefighters could participate while the other full-time staff does not.

A bargaining unit can elect to join SDI with the consent of its members. SDI premiums would be paid by the employees through payroll tax, and it would be up to the bargaining unit to negotiate any employer contribution. This is considered to be a Voluntary Plan by EDD, but it is not subject to the same restrictions as Voluntary plans adopted by private employers.

Pros and Cons

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State Disability

PROS

- Paid Family Leave
- 52 Weeks

CONS

- No Flexibility in Plan Design
- More Expensive
- Long wait to receive benefit
- Lower benefit amount

Private STD

PROS

- Flexibility in Plan Design
- Administrative Support
- Lower Cost
- Higher Benefit

CONS

- No Paid Family Leave Benefit

Social Security

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- Social Security is Optional for a government agency as long as they have an alternate retirement system in place that replaces Social Security. This would be a system such as PERS or SBCERA. A 457 plan or 401(a) plan could be used as a qualified plan in-lieu of Social Security. This is the desire of the Fire Authority to put one of these plans in place.
- The 457 and/or 401(a) plan is only a transitional vehicle only as these are not qualified defined benefit plans or standard retirement pension systems capable of replacing PERS or SBCERA
- The placement of the 457 and/or 401(a) plan allows the Chief the necessary time to pursue legislation that allows for the alignment of existing pension systems
- Once you start contributions to Social Security as an agency, you cannot discontinue your participation
- Employees with a government pension who also have Social Security will have their Social Security reduced under the Government Pension Offset Provision
- 6.2% Employee portion and 6.2% Employer portion. Social Security is reduced with a government retirement. 95% of Public Agencies do not participate Medicare 1.45% Mandatory EE & ER

Additional Items

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- Issue RFP's for the following Services:
 - Payroll Vendor
 - Section 125 (cafeteria plan/flexible spending) Vendor
 - Voluntary Benefits Provider
 - Present to Big Bear Fire Authority RFP recommendations
 - Establish standard operating procedures for Benefits and Human Resources for the Big Bear Fire Authority

Action Items

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- Should the agency participate in CA-SDI?
 - ✓ Recommend that the agency *not* participate in CA-SDI, but contract for private insurance, limiting SDI to Paid-Call firefighters. Ⓜ Yes ☒ No

- Medical for small group (under 50 lives) is age-banded unless in a pool.
 - ✓ Recommend that Keenan Market medical directly to the carriers and through the Keenan medical pool. Ⓜ Yes ☒ No

- Life & AD&D Insurance & LTD
 - ✓ Recommend that Keenan market coverage for both Full-Time Staff and Paid-Call firefighters. Ⓜ Yes ☒ No

Action Items

18

- There are no Dental providers in Big Bear which Accept Dental HMO.
 - ✓ Recommend that the Fire Authority only participate in a Dental PPO plan. Ⓜ Yes ☒ No

- Should the agency participate in Social Security?
 - ✓ Recommend that the agency *not* participate in Social Security, but implement a qualified, alternative plan. Ⓜ Yes ☒ No

- Smaller agencies need 100% participation in benefits to get the best coverage at the lowest cost.
 - ✓ Recommend that the Fire Authority require mandatory participation in employee benefits, at a minimum of employee-only coverage. Ⓜ Yes ☒ No