



# AGENDA REPORT

SAN CLEMENTE CITY COUNCIL MEETING  
Meeting Date: June 6, 2017

Agenda Item 6R

**Approvals:**

City Manager [Signature]  
Dept. Head [Signature]  
Attorney \_\_\_\_\_  
Finance [Signature]

**Department:** Finance & Administrative Services  
**Prepared By:** Judi Vincent, Deputy Administrative Services Director [Signature]

**Subject:** ORANGE COUNTY FIRE AUTHORITY (OCFA) LETTER AGREEMENT FOR 4<sup>TH</sup> FIREFIGHTER

**Fiscal Impact:** Yes. Costs will be borne by the City in an 8 year phased-in approach, with the City bearing a partial share of annual costs beginning in FY 2019-20 at \$161,562, and increasing to a total projection of \$778,980 in City costs annually by FY 2024-25.

**Summary:** Staff is recommending that City Council approve an eight year, phased in cost sharing agreement with OCFA in order to add a 4<sup>th</sup> firefighter position to the City's Fire Services contract.

**Background:** For the past two years, the Orange County Fire Authority and the City of San Clemente have discussed staffing enhancements needed for the City, in particular, following the planned closure of the San Clemente Memorial Care Hospital. In May 2016, OCFA and City staff tentatively agreed to pursue a staffing enhancement and cost-sharing plan to address these needs, pending approval by the OCFA Board of Directors and San Clemente City Council.

Originally, OCFA pursued a Federal grant through the "Staffing for Adequate Fire and Emergency Response" (SAFER) grant program that would provide funding for the first two years for the additional staffing. Those efforts were not successful; however, subsequently, in early 2017, the OCFA Board of Directors approved an alternative cost sharing plan with OCFA providing funding for the two year period the SAFER grant would have funded, had it been approved.

**Discussion:** Fire/EMS staffing in the City of San Clemente is at critical levels, and the closure of San Clemente Memorial Care Hospital exacerbated the problem. The staffing enhancement proposed adds a 4th firefighter-paramedic position on Engine 50 to improve service to the community by decreasing response times and increasing firefighter safety. Adding a 4<sup>th</sup> firefighter-paramedic position requires three personnel to fill the position across all three shifts in order to provide the required 24/7 personnel coverage.

OCFA and City staff developed a cost-share plan that includes OCFA bearing the full cost of the added position for the first two+ years (see matrix below). The OCFA Board of Directors already approved the OCFA costs and initiated the 4th position in March 2017 using overtime (OT) personnel. Starting in year three (FY 2019-20), OCFA and the City would share costs with the use of OT, and finally, by year eight,

the City would assume the full costs. Each agency's cost impact for the 8 year phased-in approach is estimated as follows:

Year	Fiscal Year	OCFA Cost Share		San Clemente Cost Share	
1+	March 2017-June 2018	Three OT Positions	\$610,385	None	
2	2018/19	Three OT Positions	\$477,209	None	
3	2019/20	Two OT Positions	\$323,123	One OT Position	\$161,562
4	2020/21	One OT Position	\$164,593	Two OT Positions	\$329,186
5	2021/22	None		Three OT Positions	\$503,655
6	2022/23	None		Two OT, one regular position	\$592,394
7	2023/24	None		One OT, two regular positions	\$683,567
8	2024/25	None		Three regular positions	\$778,980
<b>Total*</b>		<b>OCFA</b>	<b>\$1,575,310</b>	<b>San Clemente</b>	<b>\$3,049,344</b>

Costs noted above are based on current salary/benefits per OCFA MOU terms that run through August 2020. Costs beyond August 2020 are estimated using a 2% salary/benefit inflator, and may be different than what is noted here, based on future labor negotiations.

**Recommended**

**Action:** STAFF RECOMMENDS THAT the City Council approve the staffing modification to the OCFA Fire Services contract for a 4<sup>th</sup> firefighter position, with a phased in cost sharing approach as proposed by OCFA, and authorize the City Manager to sign a letter agreement for the modification.

**Attachments:** OCFA Letter Agreement dated May 10, 2017.

**Notification:** None



# ORANGE COUNTY FIRE AUTHORITY

P.O. Box 57115, Irvine, CA 92619-7115 • 1 Fire Authority Road, Irvine, CA 92602

Jeff Bowman, Fire Chief

(714) 573-6000

www.ocfa.org

May 10, 2017

James Makshanoff, City Manager  
 City of San Clemente  
 100 Avenida Presidio  
 San Clemente, CA 92672

Dear Mr. Makshanoff:

**RE: Concurrence for San Clemente Staffing Enhancement – Shared Eight-Year Cost Phase-In**

For the past two years, the Orange County Fire Authority and the City of San Clemente have discussed staffing enhancements needed for the City, in particular, following the planned closure of the San Clemente Memorial Care Hospital. In May 2016, OCFA and City staff tentatively agreed to pursue a staffing enhancement and cost-sharing plan to address the needs, pending approval by the OCFA Board of Directors and San Clemente City Council.

Fire/EMS staffing in the City of San Clemente is at critical levels, and the closure of San Clemente Memorial Care Hospital exacerbated the problem. The staffing enhancement adds a fourth firefighter-paramedic on Engine 50 to improve service to the community by decreasing response times and increasing firefighter safety. Adding a fourth firefighter-paramedic position requires three personnel to fill the position across all three shifts, which provides the required 24/7 personnel coverage.

OCFA and City staff developed a cost-share plan that includes OCFA bearing the full cost of the added position for the first two+ years (see matrix below). The OCFA Board of Directors already approved the OCFA costs and initiated the 4<sup>th</sup> position in March 2017 using overtime (OT) personnel. Starting in year three (FY 2019/20), OCFA and the City would share costs with the use of OT, and finally by year eight, the City would assume the full costs, as follows:

Year	Fiscal Year	OCFA Cost Share		San Clemente Cost Share	
1+	March 2017- June 2018	Three OT positions	\$610,385	None	
2	2018/19	Three OT positions	\$477,209	None	
3	2019/20	Two OT positions	\$323,123	One OT position	161,562
4	2020/21	One OT position	\$164,593	Two OT positions	329,186
5	2021/22	None		Three OT positions	503,655
6	2022/23	None		Two OT, one regular position	592,394
7	2023/24	None		One OT, two regular positions	683,567
8	2024/25	None		Three regular positions	778,980
<b>Total*</b>		<b>OCFA</b>	<b>\$1,575,310</b>	<b>San Clemente</b>	<b>\$3,049,344</b>

\* Costs are based on current salary/benefits per MOU terms that run through August 2020; costs beyond 2020 are estimated using a 2% salary/benefit inflator.

Serving the Cities of: Aliso Viejo • Buena Park • Cypress • Dana Point • Irvine • Laguna Hills • Laguna Niguel • Laguna Woods • Lake Forest • La Palma  
 Los Alamitos • Mission Viejo • Placentia • Rancho Santa Margarita • San Clemente • San Juan Capistrano • Santa Ana • Seal Beach • Stanton • Tustin • Villa Park  
 Westminster • Yorba Linda • and Unincorporated Areas of Orange County

ATTACHMENT A

**Engines and Truck Companies Located Within the City of San Clemente  
(Station Owned by the City)**

Station	Location	Engine/Truck	Staffing
50	670 Camino de los Mares, 92673	Engine Company	3 4 *
59	48 Avenida La Pata, 92673	Truck Company	4
60	100 Avenida Presidio, 92672	Engine Company	4

\*Staffing modification effective March 2017 pursuant to Eight-Year Cost-Share Plan.

**Note:** This listing does not detail paramedic or other specialty assignments which are deployed on a regional basis to meet City needs pursuant to Sections 3. (a) and 3. (b).