



# COUNTY OF LOS ANGELES

FIRE DEPARTMENT

1320 NORTH EASTERN AVENUE  
LOS ANGELES, CALIFORNIA 90063-3294  
(323) 881-2401

DARYL L. OSBY  
FIRE CHIEF  
FORESTER & FIRE WARDEN

January 8, 2013

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

## ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

32 January 8, 2013

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Dear Supervisors:

**DELEGATE AUTHORITY TO FIRE CHIEF TO CREATE THE LOS ANGELES COUNTY FIRE DEPARTMENT FOUNDATION, A NON-PROFIT 501 (C) (3) FOUNDATION, AND SUBMIT THE NECESSARY DOCUMENTS AND FILINGS TO THE VARIOUS GOVERNMENTAL BODIES WITH THE ASSISTANCE OF COUNTY COUNSEL (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

### SUBJECT

Delegate authority to the Fire Chief to work with County Counsel and Consolidated Fire Protection District of Los Angeles County (Fire District) staff to create the Los Angeles County Fire Department Foundation (Foundation), which will directly benefit community and youth-based programs of the Fire District.

**IT IS RECOMMENDED THAT YOUR HONORABLE BOARD, ACTING AS THE GOVERNING BODY OF THE CONSOLIDATED FIRE PROTECTION DISTRICT OF LOS ANGELES COUNTY:**

- 1) Authorize the Fire Chief to work with County Counsel and Fire District staff to create the Los Angeles County Fire Department Foundation (Foundation), which will directly benefit community and youth-based programs of the Consolidated Fire Protection District of Los Angeles County (Fire District).

### PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

If approved, the Foundation will be the major source of private financial support for the Fire District. The Foundation will support the Fire District by creating partnerships that provide resources to fund community, youth, and training programs not able to be currently funded

SERVING THE UNINCORPORATED AREAS OF LOS ANGELES COUNTY AND THE CITIES OF:

AGOURA HILLS  
ARTESIA  
AZUSA  
BALDWIN PARK  
BELL  
BELL GARDENS  
BELLFLOWER  
BRADBURY

CALABASAS  
CARSON  
CERRITOS  
CLAREMONT  
COMMERCE  
COVINA  
CUDAHY

DIAMOND BAR  
DUARTE  
EL MONTE  
GARDENA  
GLEN DORA  
HAWAIIAN GARDENS  
HAWTHORNE

HIDDEN HILLS  
HUNTINGTON PARK  
INDUSTRY  
INGLEWOOD  
IRWINDALE  
LA CANADA FLINTRIDGE  
LA HABRA

LA MIRADA  
LA PUENTE  
LAKEWOOD  
LANCASTER  
LAWDALE  
LOMITA  
LYNWOOD

MALIBU  
MAYWOOD  
NORWALK  
PALMDALE  
PALOS VERDES ESTATES  
PARAMOUNT  
PICO RIVERA

POMONA  
RANCHO PALOS VERDES  
ROLLING HILLS  
ROLLING HILLS ESTATES  
ROSEMEAD  
SAN DIMAS  
SANTA CLARITA

SIGNAL HILL  
SOUTH EL MONTE  
SOUTH GATE  
TEMPLE CITY  
WALNUT  
WEST HOLLYWOOD  
WESTLAKE VILLAGE  
WHITTIER

by the Fire District's budget, or currently funded on a small scale by the Fire District's budget. It will provide an avenue for businesses and citizens to donate money or other items to assist Fire District in its goal to "enrich lives through effective and caring service."

The Foundation will work collaboratively with the Fire District to identify and prioritize programs that will enhance services to residents in the County of Los Angeles. Examples of programs that will be funded are:

- Community outreach and emergency preparedness programs
- Youth programs
- Training programs
- Smoke detector and carbon monoxide detector distribution programs

All donations will benefit the Foundation and assist the Fire District in its mission to help serve its communities better.

The creation of the Foundation will help to streamline the donation process and prioritize the Fire District's community-based programs.

### **Implementation of Strategic Plan Goals**

Approval of the creation of the Foundation is consistent with the Los Angeles County Strategic Plan Goal No.1, Operational Effectiveness, to maximize the effectiveness of the County's processes, structure, and operations to support timely delivery of customer-oriented and efficient public services.

The creation of the Foundation also supports Goal 5 (Ensuring Financial Stability and Accountability), Goal 11 (Preparing the People We Serve), and Goal 12 (Communicating Our Value) of the Fire District's Strategic Plan.

### **FISCAL IMPACT/FINANCING**

The cost to the Fire District in the creation of the Foundation will be County Counsel and Fire District staff time and resources. The initial expense of Fire District staff working with County Counsel to establish the Foundation is anticipated to offset by the increase in revenue to the Fire District once the Foundation is created.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The creation of the Foundation will allow the Fire District to garner and solicit donations to its much-needed youth and community programs, at little cost to the Fire District. The fundraising potential for the Foundation is great and will alleviate the need for the programs to be funded by Fire District revenue.

Two prominent examples of 501(c)(3) foundations affiliated with Los Angeles County departments are the Los Angeles County Library Foundation and the Los Angeles County Sheriff's Department's Youth Foundation. The County Library Foundation, created in 1982, is a nonprofit organization dedicated to supporting the County of Los Angeles Public Library. It raises corporate and private funds and creates partnerships that promote continued education, self-development and life-long learning. The Sheriff's Youth Foundation, created in 1985, administers programs for at-risk youth and provides them with a safe, supportive haven in which they can interact with positive role models, and receive life guidance, factual information, educational tutoring, as well as participate in after-school and esteem-building activities.

In accordance with County Fiscal Manual Chapter 16, Departmental Foundations/Support Groups, Section 16.1.3 (2) Independence of Operations, it is anticipated that the Executive Board of Foundation will be comprised of non-County personnel, which will ensure compliance with conflict of interest regulations. The bylaws of the Foundation will be drafted to prevent any conflict of interest and to require compliance with all County conflict of interest requirements.

Additionally, per the County Fiscal Manual 16.1.2, the Foundation will be deemed a "Reportable Foundation" once it receives its non-profit status because it will have been established by the Department and/or the Foundation's primary purpose will be to directly or indirectly benefit the Department and its mission or clients. As a result of being a Reportable Foundation, the Foundation will comply with reporting requirements set forth by the Auditor-Controller. Moreover, the Fire District will monitor, account for, and report on its relationship with the Foundation by establishing and entering into a Board-approved agreement with the Foundation. The agreement will specifically define the roles and responsibilities of each party and be approved as to form by County Counsel. All Foundation filings and related matters will be reviewed, approved and submitted by County Counsel.

Once the Foundation has been established, but prior to implementation, the Fire District will provide a follow-up to the Board advising of the status of the Foundation, the process by which the Foundation was established and next steps required for implementation of the Foundation in accordance with County policy and procedure.

### **ENVIRONMENTAL DOCUMENTATION**

This project is statutorily exempt from the California Environmental Quality Act (CEQA) pursuant to Section 16031 (b)(3) of the CEQA Guidelines as it addresses incidental matters related to the provision of Fire District services and thus it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

**IMPACTS ON CURRENT SERVICES (OR PROJECTS)**

The creation of the Foundation will provide an avenue for accepting and soliciting donations to fund programs that are currently underfunded or non-funded. These youth and community-based programs are essential in helping the Fire District accomplish its mission to "enrich lives through effective and caring service" and will greatly improve the Fire District's relationships with its communities.

**CONCLUSION**

Upon approval, please instruct the Executive Officer of the Board to return an adopted copy of this letter to the Fire District's Executive Office at 1320 N. Eastern Avenue, Los Angeles, CA 90063.

Respectfully submitted,



DARYL L. OSBY, FIRE CHIEF

DLO:rr

c: William T Fujioka  
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