

# **MINUTES**

## **ORANGE COUNTY FIRE AUTHORITY**

**Executive Committee Regular Meeting**  
**Thursday, March 24, 2016**  
**5:30 P.M.**

**Regional Fire Operations and Training Center**  
**Board Room**  
1 Fire Authority Road  
Irvine, CA 92602

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### **CALL TO ORDER**

Chair Hernandez called the regular meeting of the Orange County Fire Authority Executive Committee to order at 5:30 p.m. on March 24, 2016.

### **INVOCATION**

Chaplain Robert George offered the invocation.

### **PLEDGE OF ALLEGIANCE**

Director Shawver led the assembly in the Pledge of Allegiance to our Flag.

### **ROLL CALL**

**Present:** Carol Gamble, Rancho Santa Margarita  
Noel Hatch, Laguna Woods  
Gene Hernandez, Yorba Linda  
Jerry McCloskey, Laguna Niguel  
David Shawver, Stanton  
Todd Spitzer, County of Orange  
Elizabeth Swift, Buena Park

**Absent:** Jeffrey Lalloway, Irvine  
Al Murray, Tustin

### **Also present were:**

Fire Chief Jeff Bowman	Assistant Chief Dave Thomas
Assistant Chief Lori Zeller	Assistant Chief Mike Schroeder
Assistant Chief Brian Young	General Counsel David Kendig
Clerk of the Authority Sherry Wentz	

## **1. PRESENTATIONS**

No items.

### **REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR (12.02A6)**

Budget and Finance Committee Chair McCloskey reported at its March 9, 2016, meeting, the Committee received its monthly status update on the Orange County Employees' Retirement System, voted unanimously to send the Monthly Investment Reports to the Executive Committee for its approval, and voted unanimously to send the FY 2015/16 Mid-Year Budget Adjustment and the Proposed Change in Service Configuration Cities of Placentia & Yorba Linda to the Board of Directors for its approval.

### **REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR (12.02A6)**

Human Resources Chair Shawver reported the Human Resources Committee did not meet in the month of March; therefore, there is nothing to report at this time.

### **PUBLIC COMMENTS (12.02A3)**

Chair Hernandez opened the Public Comments portion of the meeting. Chair Hernandez closed the Public Comments portion of the meeting without any comments from the general public.

## **2. MINUTES**

### **A. Minutes from the February 25, 2016, Regular Executive Committee Meeting (F: 12.02A2)**

On motion of Director Gamble and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to approve the Minutes of the February 25, 2016, Regular Executive Committee meeting as submitted.

Director Spitzer was recorded as an abstention, due to his absence from the meeting.

## **3. CONSENT CALENDAR (Agenda Item Nos. 3B, 3C, 3D, and 3E were pulled for separate consideration)**

### **A. Monthly Investment Reports (F: 11.10D2)**

On motion of Director McCloskey and second by Director Spitzer, the Executive Committee voted unanimously by those present to receive and file the reports.

**B. Sole Source Blanket Order – Allstar Fire Equipment (F: 19.12)**

Director Spitzer pulled this item to request that the sole source request form be attached to sole source blanket order staff reports, and include costs comparisons, if applicable.

On motion of Director Spitzer and second by Director McCloskey, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to establish a two-year blanket order contract with Allstar for the purchase of structural firefighting gloves in an amount not to exceed \$60,000 annually.

**C. Award of Bid JA2115 Purchase of Six Chevrolet Colorados (F: 19.09E)**

Director McCloskey inquired into the criteria used to determine the make and model of the vehicles selected.

On motion of Director McCloskey and second by Director Spitzer, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to issue a purchase order to Lake Chevrolet in the amount of \$179,332.50 (includes tax).

**D. Award of RFP JA2088 Purchase of One Type 6 Brush Patrol Vehicle and Five Paramedic Squad Vehicles (F: 19.09A)**

Staff pulled this item from the agenda to be considered at a future Executive Committee meeting.

**E. Sole Source Purchasing Request for Crucial Skills Suite Training Programs (F: 17.14B)**

Director Spitzer inquired into the objectives of the training and suggested inviting Board Member's participation in training opportunities.

On motion of Director Spitzer and second by McCloskey, the Executive Committee voted unanimously by those present to:

1. Approve and authorize the Purchasing Manager to issue a purchase order to VitalSmarts, LLC for Crucial Skills Suite materials and certification fees in the amount of \$19,199.00.
2. Approve and authorize the Purchasing Manager to establish a fixed-price blanket order for the replenishment of these kits for three years in an amount not to exceed \$30,000.00 annually, based upon participant demand.

**F. Sole Source Blanket Order – CorVel Corporation (F: 18.10A2)**

Director Spitzer restated his request for staff to include the sole source request form for all future sole source agenda items.

On motion of Director Spitzer and second by Director McCloskey, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to establish a three-year blanket order contract with CorVel Corporation for the administration of Traveler's Insurance Claims in the amount estimated not to exceed \$40,000 annually.

**END OF CONSENT CALENDAR**

**4. DISCUSSION CALENDAR**

No items.

**COMMITTEE MEMBER COMMENTS (F: 12.02A4)**

The Committee Members offered no comments.

**CLOSED SESSION**

No items.

**ADJOURNMENT** – Chair Hernandez adjourned the meeting at 6:02 p.m. in memory of the victims of all those impacted by the recent terrorist acts that took place in Brussels this week. The next regular meeting of the Executive Committee is scheduled for Thursday, April 28, 2016, at 5:30 p.m.

  
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Sherry A.F. Wentz, CMC  
Clerk of the Authority