



ORANGE COUNTY FIRE AUTHORITY

AGENDA

Pursuant to the Brown Act, this meeting also constitutes a meeting of the Board of Directors.

EXECUTIVE COMMITTEE REGULAR MEETING

Thursday, July 28, 2016
5:30 P.M.

Regional Fire Operations and Training Center Board Room

1 Fire Authority Road
Irvine, CA 92602

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Executive Committee after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact Sherry A.F. Wentz, Clerk of the Authority, at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at <http://www.ocfa.org>

If you wish to speak before the Fire Authority Executive Committee, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to being heard before the Committee. Speaker Forms are available at the counters of both entryways of the Board Room.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040.

CALL TO ORDER

INVOCATION by OCFA Senior Chaplain Dave Keehn

PLEDGE OF ALLEGIANCE by Director Lalloway

ROLL CALL

1. PRESENTATIONS

No items.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR

REPORT FROM THE FIRE CHIEF

- Professional Standards Unit Update (Young)

PUBLIC COMMENTS

Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Committee on items within the Committee's subject matter jurisdiction but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Committee as a whole, and do not engage in dialogue with individual Committee Members, Authority staff, or members of the audience.

The Agenda and Minutes are now available through the Internet at www.ocfa.org. You can access upcoming agendas on the Monday before the meeting. The minutes are the official record of the meeting and are scheduled for approval at the next regular Executive Committee meeting.

2. MINUTES

A. [Minutes from the June 23, 2016, Regular Executive Committee Meeting](#)

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

3. CONSENT CALENDAR

All matters on the consent calendar are considered routine and are to be approved with one motion unless a Committee Member or a member of the public requests separate action on a specific item.

A. [Monthly Investment Reports](#)

Submitted by: Tricia Jakubiak, Treasurer

Budget and Finance Committee Recommendation: APPROVE

Recommended Action:

Receive and file the reports.

B. Purchase Order Extended Warranty and On-Site Service Contract with Zoll Medical Corporation

Submitted by: Dave Thomas, Assistant Chief/Operations Department

Recommended Action:

Approve and authorize the Purchasing Manager to issue a purchase order to Zoll Medical Corporation for the sole source purchase of a nine month extended warranty contract on our existing Zoll E-Series monitor/defibrillators in the amount of \$70,875.

C. Legislative Review

Submitted by: Sandy Cooney, Director/Communications and Public Affairs

Recommended Action:

Support AB 470.

END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR

A. Investigating Complaints, Allegations, and Observations of Employee Misconduct Procedure Update

Submitted by: Brian Young, Interim Director/Human Resources Department

Human Resources Committee Recommendation: *APPROVE*

Recommended Action:

Receive and file the report.

B. Award of RFP #JA2059 Internal Affairs Investigative Services

Submitted by: Brian Young, Interim Director/Human Resources Department

Human Resources Committee Recommendation: *APPROVE*

Recommended Actions:

1. Approve and authorize the Fire Chief to sign two Professional Services Agreements for internal affairs investigative services; one with Van Dermyden Maddux Investigations Law Firm (VDM), and the other with Sintra Group; each with an initial one-year term in the amount of \$50,000 to be paid as services are provided.
2. Authorize the Purchasing Manager to redistribute or adjust the funding between the two firms as requested by the department so long as the aggregate amount does not exceed \$100,000 in a one-year period.
3. Approve and authorize the Purchasing Manager to extend each of the contracts for up to two additional one-year extensions without further Board approval so long as the aggregate amount of the two contracts does not exceed \$100,000 in any one-year period, the contract services are still required, and the contract performance meets expectations.

COMMITTEE MEMBER COMMENTS

PUBLIC COMMENTS – CLOSED SESSION

At this time, any member of the public may address the Committee on items listed under Closed Session. Comments are limited to three minutes per person. Please address your comments to the Committee as a whole, and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

CLOSED SESSION

CS1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Position: Fire Chief

Authority: Government Code Section 54957

CLOSED SESSION REPORT

ADJOURNMENT – The next regular meeting of the Executive Committee is scheduled for Thursday, August 25, 2016, at 5:30 p.m.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby, front gate public display case, and website of the Orange County Fire Authority, Regional Fire Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 21st day of July 2016.

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

UPCOMING MEETINGS:

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| Budget and Finance Committee Meeting | Wednesday, August 10, 2016, Cancelled |
| Claims Settlement Committee Meeting | Thursday, August 25, 2016, 5:00 p.m. |
| Executive Committee Meeting | Thursday, August 25, 2016, 5:30 p.m. |
| Board of Directors Meeting | Thursday, August 25, 2016, 6:00 p.m. |