

# MINUTES

## ORANGE COUNTY FIRE AUTHORITY

Board of Directors Regular and Special Meetings  
Thursday, October 26, 2017  
6:00 P.M.

Regional Fire Operations and Training Center Board Room  
1 Fire Authority Road  
Irvine, CA 92602-0125

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### CALL TO ORDER

A regular and special meeting of the Orange County Fire Authority Board of Directors was called to order on October 26, 2017, at 6:00 p.m. by Chair Swift.

### INVOCATION

Chaplain Robert Benoun offered the invocation.

### PLEDGE OF ALLEGIANCE

Vice Chair Sachs led the Assembly in the Pledge of Allegiance to the Flag.

### ROLL CALL

Leah Basile, Lake Forest  
Laurie Davies, Laguna Niguel  
Shelley Hasselbrink, Los Alamitos  
Gene Hernandez, Yorba Linda  
Joe Muller, Dana Point  
Bill Nelson, Villa Park  
Don Sedgwick, Laguna Hills  
Todd Spitzer, County of Orange  
Elizabeth Swift, Buena Park  
Juan Villegas, Santa Ana

Tim Brown, San Clemente  
Craig Green, Placentia  
Noel Hatch, Laguna Woods  
Robert Johnson, Cypress  
Al Murray, Tustin  
Ed Sachs, Mission Viejo  
Dave Shawver, Stanton  
Michele Steggell, La Palma  
Tri Ta, Westminster

**Absent:** Lisa Bartlett, County of Orange  
Sergio Farias, San Juan Capistrano  
Carol Gamble, Rancho Santa Margarita

Ellery Deaton, Seal Beach  
Melissa Fox, Irvine  
Dave Harrington, Aliso Viejo

### Also present were:

Interim Fire Chief Patrick McIntosh  
Assistant Chief Brian Young  
General Counsel David Kendig  
Assistant Chief Lori Smith  
Sherry Wentz, Clerk of the Authority

Assistant Chief Dave Anderson  
Assistant Chief Lori Zeller  
Assistant Chief Mike Schroeder  
Brigette Gibb, Human Resources Director

Using the Chair's discretion, Chair Swift re-ordered the agenda and brought forward the regular and special Closed Session items to follow Public Comments.

**PUBLIC COMMENTS (F: 11.11)**

Stephen Wontrobski, Mission Viejo resident, spoke on the need for transparency and the full disclosure by public agencies.

Director Murray arrived at this point (6:05 p.m.).

Director Basile arrived at this point (6:07 p.m.).

**CLOSED SESSION (F: 11.15)**

**CS1. CONFERENCE WITH LABOR NEGOTIATOR**

Negotiator: Peter Brown, Liebert Cassidy and Whitmore  
Employee  
Organization: Orange County Employees' Association  
Authority: Government Code Section 54957.6

**CS2. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

Authority: Government Code Section 54956.9(c) – Initiation of Litigation (2 cases)

**SCS1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Authority: Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9 (1 case)

**SCS2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Authority: Significant exposure to litigation pursuant to paragraph (3) of subdivision (d) of Section 54956.9 (1 case)

General Counsel David Kendig reported the Board would convene to Closed Session to consider the matters on the agenda identified as CS2, Conference with Legal Counsel – Anticipated Litigation, Special Board of Directors meeting items CS1 and CS2, Conference with Legal Counsel – Anticipated Litigation, and noted Regular Board of Directors meeting item CS1, Conference with Labor Negotiator would be deferred to a future meeting.

Chair Swift recessed the meeting to Closed Session at 6:08 p.m.

Director Sedgwick arrived at this point (6:10 p.m.).

Director Brown arrived at this point (8:00 p.m.).

Chair Swift reconvened the meeting from Closed Session at 8:11 p.m.

## **CLOSED SESSION REPORT (F: 11.15)**

General Counsel David Kendig stated there were no reportable actions.

### **1. PRESENTATIONS**

No items.

#### **REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR (F: 11.12)**

Human Resources Committee Chair Hatch reported at the October 3, 2017, meeting, the Committee reviewed and voted unanimously to send the Special Procurement Contract for Behavioral Health Services to the Board of Directors for its approval, and received updates on the following: Cancer Prevention, Behavioral Health, Quarterly Human Resources Accomplishments, and Annual Workers' Compensation Programs.

#### **REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR (F: 11.12)**

Budget and Finance Chair Sachs reported at the October 11, 2017, meeting, the Committee reviewed the proposed Contract Award for Extrication Tools, Acceptance of 2017 Urban Search & Rescue Grant, the proposed Contract for Behavioral Health Services, and the 2017 Long Term Liability Study & Accelerated Pension Payment Plan; voting unanimously to send these item to the Board of Directors for approval.

#### **REPORT FROM THE FIRE CHIEF (F: 11.14)**

Interim Fire Chief McIntosh reported on several critical meetings held recently relative to the fires, and noted Performance Objectives areas of focus he would engage in the future.

### **2. MINUTES**

#### **A. Minutes from September 28, 2017, Regular Board of Directors Meeting (F: 11.06)**

On motion of Director Johnson and second by Director Ta, the Board of Directors voted unanimously by those present to approve the September 28, 2017, Regular Board of Directors meeting Minutes as submitted. Directors Basile, Davies, and Spitzer, were recorded as abstentions due to their absence from the meeting.



3. **CONSENT CALENDAR** (Agenda Item No. 3C was pulled from the Consent Calendar for separate consideration.)

**A. Acceptance of 2017 Department of Homeland Security/Federal Emergency Management Agency's Urban Search & Rescue Readiness Cooperative Agreement Funding** (F: 16.02A)

On motion of Director Ta and second by Director Johnson, the Board of Directors voted unanimously by those present to:

1. Approve and adopt Resolution No. 2017-07 entitled A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS ACCEPTING THE FEMA NATIONAL URBAN SEARCH AND RESCUE (US&R) PROGRAM COOPERATIVE AGREEMENT TO PURCHASE US&R EQUIPMENT AND SUPPLIES, MAINTENANCE AND REPAIR OF US&R EQUIPMENT, TRAINING, AND PROGRAM ADMINISTRATION to accept the Department of Homeland Security/Federal Emergency Management Agency's Grant Readiness Cooperative Agreement funding.
2. Direct staff to increase revenue and appropriations in the amount of \$1,255,013 in the General Fund (Fund 121).

**B. Budget Adjustment and Award of RFP JA2172 for Extrication Tools** (F: 19.09D7)

On motion of Director Ta and second by Director Johnson, the Board of Directors voted unanimously by those present to:

1. Approve a budget adjustment in the General Fund CIP (12110) increasing expenditures by \$666,293 for the purchase of Extrication tools.
2. Approve and authorize the Purchasing Manager to issue a purchase order for the initial purchase of 19 sets of extrication rescue tools to Municipal Emergency Services, Inc., in the amount of \$666,293 (amount includes tax).
3. Approve and authorize the Purchasing Manager to issue a blanket order for a three-year term to Municipal Emergency Services, Inc., for annual preventative maintenance for a not-to-exceed amount of \$40,665 over the three-year term (\$13,555 annually).
4. Approve and authorize the Purchasing Manager to utilize the contract pricing for future budgeted purchases of extrication tools during the term of the contract.

**C. Reserve Firefighter Program Status Update** (F: 17.11A3)

Stephen Wontrobski, Mission Viejo resident, pulled this item to address his suggestions regarding the Reserve Firefighter program.

On motion of Director Brown and second by Director Ta, the Board of Directors voted unanimously by those present to receive and file the Reserve Firefighter Program Status Update.

**D. Budget Adjustment and Award of Contract for Helicopter Maintenance and Repair Services (F: 19.10C)**

On motion of Director Ta and second by Director Johnson, the Board of Directors voted unanimously by those present to:

1. Approve a budget adjustment in the General Fund CIP (121) increasing expenditures by \$175,800 for upcoming major inspection and upgrade projects for helicopters 1 & 3.
2. Approve and authorize the Purchasing Manager to issue a one-time purchase order to Rotorcraft Support Inc., in the amount of \$175,800 for the 5-year inspection and upgrade projects for helicopter 1 and for the 10-year inspection of helicopter 3.
3. Approve and authorize the Purchasing Manager to sign the helicopter and maintenance agreement and establish a one-year blanket order with Rotorcraft Support, Inc. for as-needed miscellaneous helicopter maintenance and repair services in an amount not to exceed \$150,000.
4. Approve and authorize the Purchasing Manager to extend the contract up to four additional one-year renewals at \$150,000 per year with annual increases not to exceed 3% per year or the percentage increase in the U.S. Department of Labor Consumer Price Index for All Urban Consumers, Services, in the Los Angeles-Riverside-Orange County, CA Area, whichever is lower.

**E. Establishment of a Primary Staffing Station and Specialty Pay for Duty Manpower Coordinators (F: 17.04B1)**

On motion of Director Ta and second by Director Johnson, the Board of Directors voted unanimously by those present to:

1. Establish a 7.5% specialty pay for 12 duty manpower coordinators at Fire Station 22 (Laguna Woods/Laguna Hills).
2. Increase appropriations in the FY 2017/18 General Fund (121) Budget by \$95,838 to fund the specialty pay.

**END OF CONSENT CALENDAR**

**5. DISCUSSION CALENDAR**

**A. Special Procurement Contract for Behavioral Health Services (F: 18.10M)**

Human Resources Risk Manager Jonathan Wilby presented a report and PowerPoint presentation on the Special Procurement Contract for Behavioral Health Services.

On motion of Director Spitzer and second by Director Hatch, the Board of Directors voted unanimously by those present to:

1. Approve and authorize the Purchasing Manager to enter an agreement with The Counseling Team International for behavioral health services for a three-year period

with the option of two additional one-year renewals, in an amount not to exceed \$150,000 annually (\$450,000 during the initial three-year period).

2. Approve the budget adjustment in the General Fund (Fund 121) increasing appropriations in the amount of \$150,000.

**B. 2017 Long Term Liability Study & Accelerated Pension Paydown Plan (F: 17.1006A)**

Assistant Chief Lori Zeller introduced Treasurer Tricia Jakubiak who presented a PowerPoint presentation on the 2017 Long Term Liability Study and Accelerated Pension Paydown Plan.

On motion of Director Ta and second by Director Muller, the Board of Directors voted unanimously by those present to:

1. Direct staff to continue the Accelerated Pension Paydown Plan as indicated in the Updated Snowball Strategy.
2. Direct staff to return to the Board of Directors in January, with the mid-year financial review, to consider allocation of available unencumbered funds identified in the FY 2016/17 financial audit to OCFA's unfunded pension liability.

**S1. Canyon Fire 2 Update and Direction to Retain Independent Review Panel (F: 17.106A)**

Interim Fire Chief Patrick McIntosh provided a report and video presentation on Canyon Fire 2, and his recommendation to retain an independent review panel.

Stephen Wontrobski, Mission Viejo resident, addressed a memo to the OCFA Board of Directors from Orange County Board of Supervisors Shawn Nelson.

On motion of Director Murray and second by Director Spitzer, the Board of Directors voted unanimously by those present to direct staff to retain an independent panel to review the actions that occurred between the Canyon Fire and Canyon Fire 2 and the relevant policies and procedures in place, and report back to the Board.

**BOARD MEMBER COMMENTS (F: 11.13)**

Director Johnson thanked Division Chief Dave Steffen for his input on the City of Cypress' strategic planning meeting.

Director Basile noted her pleasure that a religious cross, erected near the 91 freeway, is still standing after the fires, and offered a quote on hope from Dr. Martin Luther King, Jr.

Director Green noted the recognition of OCFA Firefighter Ryan Higgins at the City of Placentia's annual Police, Fire, and EMT recognition breakfast.



**ADJOURNMENT** – Chair Swift adjourned the meeting in memory of former OCFA Firefighter Lester Daywalt who passed away on October 24, 2017. The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for November 16, 2017, at 6:00 p.m.

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