

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Executive Committee Regular Meeting
Thursday, September 28, 2017
5:30 P.M.

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

CALL TO ORDER

Chair Swift called the regular meeting of the Orange County Fire Authority Executive Committee to order at 5:30 p.m. on September 28, 2017.

INVOCATION

Senior Chaplain Dave Keehn offered the invocation.

PLEDGE OF ALLEGIANCE

Director Gamble 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
Joe Muller, Dana Point
Ed Sachs, Mission Viejo
Dave Shawver, Stanton
Elizabeth Swift, Buena Park
Tri Ta, Westminster

Absent: Todd Spitzer, County of Orange

Also present were:

Acting Fire Chief Dave Anderson	Assistant Chief Mike Schroeder
Assistant Chief Brian Young	Assistant Chief Lori Smith
Assistant Chief Lori Zeller	General Counsel David Kendig
Clerk of the Authority Sherry Wentz	

1. PRESENTATIONS

No items.

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR (F: 12.02A6)

Human Resources Committee Chair Noel Hatch reported at the September 5, 2017, special meeting of the Human Resources Committee, the Committee met in Closed Session to consider one agenda item of anticipated litigation; there was no reportable action.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

As there was no meeting this month, there was no report.

REPORT FROM FIRE CHIEF (F: 12.02A7)

Acting Fire Chief Dave Anderson reported on the completion of Phase I of the Urban Search and Rescue warehouse.

PUBLIC COMMENTS

Stephen Wontrobski, Mission Viejo resident, addressed his opposition to State Senate Bill No. 302. (F: 12.02A3)

2. MINUTES

A. Minutes from the August 24, 2017, Regular Executive Committee Meeting (F: 12.02A2)

On motion of Director Shawver and second by Vice Chair Sachs, the Executive Committee voted unanimously by those present to approve the Minutes of the August 24, 2017, Executive Committee as submitted. Director Gamble was recorded as an abstention, due to her absence from the meeting.

3. CONSENT CALENDAR

A. Monthly Investment Reports (F: 11.10D2)

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

B. Fourth Quarter Financial Newsletter (F: 15.07)

On motion of Director Ta and second by Director Hernandez, the Executive Committee voted unanimously by those present to receive and file the report.

C. Sole Source Request for Orange County Fire Incident Reporting System Software License, Maintenance, and Support (F: 19.08A4)

On motion of Director Ta and second by Director Hernandez, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to extend the current sole source contract with Zoll Data Systems, Inc., for three additional years at an annual amount of \$59,124 (\$177,372 during the three-year period).

D. New/Revised Classification Specifications for Emergency Medical Service Nurse Educator Series (F: 17.18)

On motion of Director Ta and second by Director Hernandez, the Executive Committee voted unanimously by those present to authorize the following:

1. Approve replacement of the EMS Nurse Educator classification with the classifications of Nurse Educator I (entry-level) and Nurse Educator II (journey-level) in order to address the critical difference in efficiency, effectiveness, and level of independence exercised between entry-level and journey-level incumbents based on their fire-service/EMS experience.
2. Approve the establishment of the EMS Nurse Educator I and EMS Nurse Educator II salary ranges for the purpose of addressing recruitment and retention concerns arising from labor market competition.
3. Approve the establishment of the new classification and salary range of EMS Nurse Educator Supervisor to provide a frontline supervisory classification which will provide day-to-day supervision of all EMS Nurse Educators.
4. Approve adoption of the revised classification specification and salary range for EMS Coordinator to both reflect current job functions and requirements, and to correct internal compaction issues, respectively.
5. Direct staff to include the fiscal modification (\$49,424) in the March mid-year budget adjustment for salary adjustments resulting from placing incumbents in the new EMS Nurse Educator I and EMS Nurse Educator II classifications.

E. New Classification Specification for Communications Services Supervisor (F: 17.18)

On motion of Director Ta and second by Director Hernandez, the Executive Committee voted unanimously by those present to approve the establishment of a new classification and salary range for Communications Services Supervisor.

END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR

No items.

COMMITTEE MEMBER COMMENTS (F: 12.02A4)

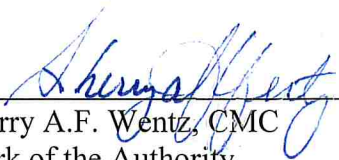
Director Shawver requested an update on a non-OCFA helicopter accident at Fullerton Airport.

Chair Swift reported attending a meeting with a Federal Emergency Management Agency Grant Administrator in Washington, D.C.

CLOSED SESSION

There were no items.

ADJOURNMENT – Chair Swift adjourned the meeting at 5:46 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, October 26, 2017, at 5:30 p.m.



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