

MINUTES ORANGE COUNTY FIRE AUTHORITY

Executive Committee Regular Meeting
Thursday, November 16, 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 November 16, 2017.

INVOCATION

Chaplain Brett Peterson offered the invocation.

PLEDGE OF ALLEGIANCE

Director Muller 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:

Interim Fire Chief Patrick McIntosh
Assistant Chief Mike Schroeder
Assistant Chief Brian Young
Assistant Chief Dave Anderson
Clerk of the Authority Sherry Wentz

Assistant Chief Lori Zeller
Assistant Chief Lori Smith
General Counsel David Kendig
Human Resources Director Brigette Gibb

PRESENTATIONS

No items.

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

As there was no meeting in November, there was no report.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR (F: 12.02A6)

Budget and Finance Committee Chair Ed Sachs reported at the November 8, 2017, meeting, the Committee voted unanimously to send the Monthly Investment Reports to the Executive Committee for its approval. The Committee also voted unanimously to send the Annual Statement of Investment Policy and Investment Authorization, the Audited Financial Reports for the Fiscal Year Ended June 30, 2017, and the Service Delivery Enhancements – Phase Four, to the Board of Directors for approval of the recommended actions.

PUBLIC COMMENTS (F: 12.02A3)

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

2. MINUTES

A. Minutes from the October 26, 2017, Regular Executive Committee Meeting (F: 12.02A2)

On motion of Director Hernandez and second by Director Shawver, the Executive Committee voted unanimously by those present to approve the minutes of the October 26, 2017, regular Executive Committee meeting as submitted. Director Gamble was recorded as an abstention due to her absence from the meeting.

3. CONSENT CALENDAR (Agenda Item No. 3B was pulled for separate consideration)

A. Monthly Investment Reports (F: 11.10D2)

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

B. Award of RFP # DC2241 Executive Recruitment Services – Fire Chief (F: 17.10A1)

Stephen Wontrobki, Mission Viejo resident, pulled this item to address his concerns with the Fire Chief recruitment and selection process.

On motion of Director Shawver and second by Director Hernandez the Executive Committee voted unanimously by those present to approve award of RFP DC2241 to Ralph Andersen and Associates and authorize the Purchasing Manager to sign the Professional Services Agreement for Executive Search Services in an amount not to exceed \$32,500.

C. Blanket Order Contract Extension for Occupational and WEFIT Medical Services (F: 17.17A)

On motion of Director Shawver and second by Director Ta, the Executive Committee voted by those present to approve and authorize the Purchasing Manager to extend Blanket Order No. 01525 with UC Irvine University Physicians & Surgeons, Center for Environmental Health from January 1, 2018, through February 28, 2018, in an amount not to exceed \$74,250 for occupational and WEFIT medical services.

D. Award of Bid # JA2224 Detroit Diesel Engine Parts and Repair Services (F: 19.09)

On motion of Director Shawver and second by Director Ta the Executive Committee voted unanimously by those present to:

1. Approve and authorize the Purchasing Manager to establish blanket order contracts with Valley Power Systems Inc. for an annual amount of \$100,000 and Harbor Diesel for an annual amount of \$50,000 each for as-needed Detroit Diesel Engine parts and repair services at an aggregate amount not to exceed \$150,000 annually.
2. Approve and authorize the Purchasing Manager to redistribute or adjust the funding between the two vendors as requested by the department provided the aggregate amount does not exceed \$150,000 annually.
3. Approve and authorize the Purchasing Manager to extend the contracts up to four additional one-year renewals with annual price 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. Sole Source Request for FATPOT Regional CAD2CAD System Upgrade (F: 19.08A5)

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

1. Approve and authorize the Purchasing Manager to issue a sole source contract to FATPOT Technologies, LLC in the amount of \$179,000 to provide professional services to upgrade the FATPOT Regional CAD2CAD system.
2. Approve and authorize the Purchasing Manager to add a 10% contingency budget of \$17,900 to the contract for additional services that may be required during implementation. Board Chair notification is required before use of the contingency budget.

END OF CONSENT CALENDAR

1. DISCUSSION CALENDAR

No items.

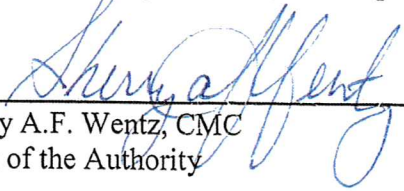
COMMITTEE MEMBER COMMENTS

The Executive Committee members offered no comments.

CLOSED SESSION

No items.

ADJOURNMENT – Chair Swift adjourned the meeting at 5:40 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, January 25, 2018, at 5:30 p.m.



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