

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Executive Committee Special Meeting
Thursday, January 26, 2017
4:00 P.M.

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

CALL TO ORDER

Chair Hernandez called the special meeting of the Orange County Fire Authority Executive Committee to order at 4:03 p.m. on January 26, 2017.

INVOCATION

Senior Chaplain Dave Keehn offered the invocation.

PLEDGE OF ALLEGIANCE

Director Murray 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
Al Murray, Tustin
Ed Sachs, Mission Viejo
Todd Spitzer, County of Orange
Elizabeth Swift, Buena Park

Absent: David Shawver, Stanton

Also present were:

| | |
|------------------------------|----------------------------------------|
| Fire Chief Jeff Bowman | Assistant Chief Dave Thomas |
| Assistant Chief Lori Zeller | Assistant Chief Mike Schroeder |
| Assistant Chief Lori Smith | Human Resources Director Brigitte Gibb |
| Assistant Chief Brian Young | Clerk of the Authority Sherry Wentz |
| General Counsel David Kendig | |

1. PRESENTATIONS

No items.

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

Budget and Finance Committee Chair Sachs reported at its January 11, 2017, meeting, the Committee received the OCERS Quarterly Status Update, and approved the RFP for Financial Audit Services. He reported the Audit Request for Proposals included a provision to preclude OCFA's current auditors from submitting a proposal, in order to ensure that the auditors rotate periodically and provide a fresh set of eyes on OCFA's financial statements. The Committee also voted unanimously to send the Monthly Investment Reports and the First Quarter Financial Newsletter to the Executive Committee for its approval. The Committee voted unanimously to send the Annual Grant Priorities, the FY 2016/17 Mid-Year Financial Report, and the Phase Three Service Delivery Enhancements to the Board of Directors for its approval.

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

In the absence of Human Resources Committee Chair Shawver, Director Murray reported at the January 3, 2017, meeting, the Committee was provided with a Human Resources Committee Orientation and presentation on California employment law updates. The Committee received and filed the Quarterly Human Resources Accomplishment/Project Update and Professional Standards Unit Update, and voted unanimously to send the consideration of several new classifications (with corresponding salary ranges) and one title change to the Executive Committee with the recommendation that the Committee approve the item.

REPORT FROM THE FIRE CHIEF (F: 12.02A7)

Fire Chief Jeff Bowman introduced Assistant Chief Mike Schroeder who presented the Quarterly Capital Improvement Projects Update.

PUBLIC COMMENTS (F: 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 November 17, 2016, Regular Executive Committee Meeting

(F: 12.02A2)

On motion of Vice Chair Swift and second by Director Murray, the Executive Committee voted unanimously by those present to approve the November 17, 2016, Regular Executive Committee Meeting Minutes as submitted.

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

A. Monthly Investment Reports (F: 11.10D2)

On motion of Director Murray and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to receive and file the Monthly Investment Reports.

B. First Quarter Financial Newsletter (F: 15.07)

On motion of Director Murray and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to receive and file the First Quarter Financial Newsletter.

C. Award of Bid SC2166 – Blanket Order for Fire Hose (F: 19.09D3)

On motion of Director Murray and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to:

1. Approve and authorize the Purchasing Manager to issue to AllStar Fire Equipment, Inc. a blanket order contract for various types of fire hose for an amount not to exceed \$310,000 annually.
2. Approve and authorize the Purchasing Manager to execute up to four one-year renewal options provided that any proposed price increases do not exceed the 12-month change in the Producer's Price Index (PPI). In the event proposed price increases do exceed PPI, staff will either return to the Executive Committee for approval, or staff will complete a new bid process.

D. California State Association of Counties Excess Insurance Authority Workers' Compensation Excess Insurance (F: 18.10A261)

Director Sachs pulled this item from the Consent Calendar to request clarification regarding the date of the premium adjustment payment.

On motion of Director Gamble and second by Director Murray, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to increase blanket order B01001-8 by an additional \$47,488 in order to pay the additional premium adjustment based on the actual FY 2015/16 payroll.

E. Classification Specifications - Title Change and New Classifications (F: 17.18A)
(X: 17.18B)

On motion of Director Murray and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to approve the title change, new classification specifications and corresponding salary, and addition of a Board Director Position to the Master Position Control.

F. Sole Source Goodrich Rescue Hoist Overhaul (F: 19.10)

On motion of Director Murray and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to:

1. Approve and authorize the Purchasing Manager to issue a sole source purchase order to Goodrich Corporation in the amount of \$89,432.50 (including sales tax) for the service and overhaul of one Goodrich helicopter rescue hoist as required.
2. Approve and authorize the Purchasing Manager to issue a second sole source purchase order to Goodrich Corporation for the overhaul of the remaining hoist so long as the service is needed, the pricing for the service remains the same and funding is available in the FY 2017/18 budget.

G. Award of Bid JA2179 – Installation of Flight Director System (F: 19.10)

On motion of Director Murray and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to issue a purchase order to Rotorcraft Support in the amount of \$180,133.80 for the installation of flight director systems on both OCFA Bell 412EP helicopters.

H. Blanket Order Contract Extensions – Fuel Contracts (F: 19.09H)

On motion of Director Murray and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to:

1. Approve and authorize the Purchasing Manager to renew the annual blanket order contract with Dion and Sons for diesel fuel supply services in an amount not to exceed \$900,000 annually, utilizing the County of Orange cooperative agreement through January 8, 2018.
2. Approve and authorize the Purchasing Manager to establish a new annual blanket order contract with Merrimac Petroleum Inc., for unleaded fuel supply services in an amount not to exceed \$280,000 annually, utilizing the recently awarded County of Orange cooperative agreement through July 31, 2021.
3. Approve and authorize the Purchasing Manager to renew the annual blanket order contract with U.S. Bank for the Voyager Card Program utilizing the State of California Participating Addendum in an amount not to exceed \$730,000 annually through December 31, 2018.

I. Cooperative Contract – Blanket Order for Wireless Service and Hardware (F: 19.08A1)

On motion of Director Murray and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to:

1. Approve and authorize the Purchasing Manager to issue a blanket order contract to Verizon Wireless in the amount of \$665,000 annually, utilizing the NASPO/Valuepoint cooperative contract through June 30, 2019.

2. Approve and authorize the Purchasing Manager to increase the contract with Verizon Wireless for additional services as needed not-to-exceed 3% per year, provided that the cooperative agreement is in effect and funding is available.

J. Request for Special Procurement For Rugged Cases, Vehicle Mounting & Charging Systems (F: 19.09D5)

On motion of Director Murray and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to:

1. Authorize the Purchasing Manager to issue a purchase order to iPort Enterprise Solutions utilizing the special procurement provision in the Purchasing Ordinance for the purchase of 310 rugged cases, vehicle mounting system, and inductive charging stations for OCFA vehicles and 15 in-station charging base stations for apple iPad PCR computer tablets in the amount not-to-exceed \$118,937.56 including shipping and sale tax.
2. Approve and authorize the Purchasing Manager to issue an annual Blanket Order to iPort Enterprise Solutions in the amount not-to-exceed \$25,000 per year for three years to purchase additional rugged cases, vehicle mounting systems, and charging systems as needed for replacements or to deploy additional iPads in OCFA apparatus and vehicles.

K. Approval to Purchase Additional Microsoft Software Licenses (F: 19.08A2a)

On motion of Director Murray and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to issue a purchase order to PCMG, Inc. for the purchase of 309 additional Microsoft software licenses in the amount of \$113,991.73 (prorated for the remaining contract term ending July 31, 2018), contingent upon approval of the Mid-Year Budget.

END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR

No items.

COMMITTEE MEMBER COMMENTS (F: 12.02A4)

Vice Chair Swift commented on the fire at station 61. She commended the firefighters who rescued the trapped individuals on the Sky Cabin ride at Knott's Berry Farm.

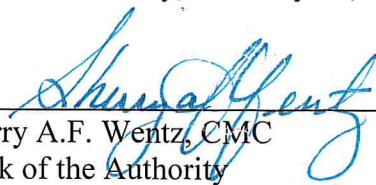
Director Murray commended the Urban Search and Rescue (US&R) team in the rescue of those trapped on the Sky Cabin ride at Knott's Berry Farm. He noted that efforts to secure federal funding has supported the OCFA's US&R team.

Director Spitzer noted that real-time cameras installed to monitor various waterways during the heavy rains were effective, and thanked staff for their diligence during the storms. He requested adding the discussion of equity to both the Executive Committee and Board of Directors future agendas.

CLOSED SESSION

No items.

ADJOURNMENT – Chair Hernandez adjourned the meeting at 4:37 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, February 23, 2017, at 5:30 p.m.



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