

# MINUTES

## ORANGE COUNTY FIRE AUTHORITY

**Executive Committee Regular Meeting**  
**Thursday, January 25, 2018**  
**5:30 P.M.**

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

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### **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 January 25, 2018.

### **INVOCATION**

Senior Chaplain Dave Keehn offered the invocation.

### **PLEDGE OF ALLEGIANCE**

Director Hernandez 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  
Todd Spitzer, County of Orange  
Elizabeth Swift, Buena Park  
Tri Ta, Westminster

**Absent:** None

### **Also present were:**

Interim Fire Chief Patrick McIntosh	Assistant Chief Dave Anderson
Assistant Chief Mike Schroeder	Assistant Chief Lori Smith
Assistant Chief Lori Zeller	General Counsel David Kendig
Assistant Chief Brian Young	Human Resources Director Brigitte Gibb
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 December 19, 2017, meeting, the Committee voted unanimously to send the Amendment to the Board Rules of Procedure to the Board of Directors with the recommendation to approve the item, and received a presentation on the Emergency Command Center by ECC Manager Jeff Logan, and an update on the Professional Standards Unit by Human Resources Director Brigette Gibb.

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

Budget and Finance Chair Ed Sachs reported at the January 10, 2018, meeting, the Committee voted unanimously to receive and file the Orange County Employees' Retirement System Quarterly Status Update report, to send both the Monthly Investment Reports and First Quarter Financial Newsletter to the Executive Committee for approval, and to send both the Annual Grant Priorities for 2018 and the FY 2017/18 Mid-Year Financial Report to the Board of Directors for approval of the recommended actions.

### **REPORT FROM THE FIRE CHIEF (F: 12.02A7)**

Interim Fire Chief Patrick McIntosh introduced Assistant Chief Dave Anderson who provided the Second Quarter Capital Improvement Program Update.

### **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.

### **CLOSED SESSION**

No items.

## **2. MINUTES**

### **A. Minutes from the November 16, 2017, Regular Executive Committee Meeting**

(F: 12.02A2)

On motion of Director Ta and second by Director Hernandez, the Executive Committee voted unanimously by those present to approve the November 16, 2017, Minutes as submitted. Director Spitzer was recorded as an abstention due to his absence from the meeting.

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

**A. Monthly Investment Reports** (F: 11.10D2)

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

**B. First Quarter Financial Newsletter** (F: 15.07)

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

**C. Award of RFP #DC2250 – Public Affairs Consulting Services** (F: 17.10C1)

Stephen Wontrobski, Mission Viejo resident, pulled this item addressing the need for contract transparency.

On motion of Director Spitzer and second by Director Hatch, the Executive Committee voted unanimously by those present to approve award of RFP DC2250 to LG Strategies & Cerrell Associates, Inc. and authorize the Purchasing Manager to sign the proposed Professional Services Agreement for Public Affairs Consulting Services in an annual amount not to exceed \$75,000, with two additional one-year renewal options.

**D. Contract Extension for Firefighter Turnout Clothing** (F: 19.12)

On motion of Vice Chair Sachs and second by Director Hernandez, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to execute the two remaining one-year renewal options for the blanket order with AllStar Fire Equipment, Inc. for firefighter turnout clothing for a two-year aggregate amount not to exceed \$800,000 (\$400,000 annually).

**E. Sole Source Request for Banner Human Resources/Financial System Upgrade**  
(F: 19.08A7)

On motion of Vice Chair Sachs and second by Director Hernandez, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to issue a sole source contract to Conduent Government Systems, LLC in an amount not to exceed \$77,830.

**F. Sole Source Blanket Order Extension for ESRI GIS Software Licensing, Maintenance, and Support (F: 19.08A6)**

On motion of Vice Chair Sachs and second by Director Hernandez, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to extend the sole source blanket order with ESRI, Inc. for three years in an amount not to exceed \$75,000 per year (\$225,000 aggregate for three years).

**G. Special Procurement for Advanced Computer Network Technical Support (F: 19.08A2a6)**

On motion of Vice Chair Sachs and second by Director Hernandez, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with DHN Consulting, Inc. for three years in an amount not to exceed \$50,000 per year (\$150,000 aggregate for three years).

**END OF CONSENT CALENDAR**

**4. DISCUSSION CALENDAR**

**A. Special Procurement State Lobbying Contract Renewal (F: 11.10F2)**

Legislative Analyst Jay Barkman presented the Special Procurement State Lobbying Contract Renewal.

Stephen Wontrobski, Mission Viejo resident, spoke in opposition to the contract.

On motion of Director Spitzer and second by Director Hernandez, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with Nielsen Merksamer Parrinello Gross & Leoni LLP for state lobbying services for a three-year term at the monthly retainer amount of \$5,500, not including expenses, for a not to exceed amount of \$207,000.

**B. Special Procurement Federal Lobbying Contract Renewal (F: 11.10F2)**

Legislative Analyst Jay Barkman presented the Special Procurement Federal Lobbying Contract Renewal.

On motion of Vice Chair Sachs and second by Director Muller, the Executive Committee voted unanimously by those present to

1. Approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with Holland and Knight for federal lobbying services for a three-year term at the monthly retainer amount of \$4,400, not including expenses, for a not to exceed amount of \$158,400.

2. Include language into the contract renewal, that consultant will notify the OCFA, in writing, should any conflict of interest arise between the OCFA and other parties being represented by Holland and Knight.

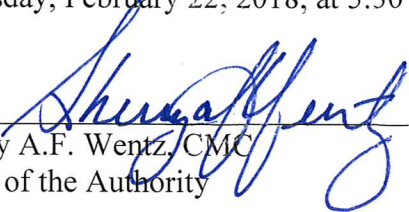
**COMMITTEE MEMBER COMMENTS (F: 12.02A4)**

Due to the lateness of the meeting, Chair Swift requested that all Executive Committee Members reserve their comments until the Board of Directors meeting.

**CLOSED SESSION (F: 12.02A5)**

No items.

**ADJOURNMENT** – Chair Swift adjourned the meeting at 6:37 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, February 22, 2018, at 5:30 p.m.

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