

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Executive Committee Regular Meeting
Thursday, August 23, 2018
5:30 P.M.

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

CALL TO ORDER

Chair Sachs called the regular meeting of the Orange County Fire Authority Executive Committee to order at 5:30 p.m. on August 23, 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: Noel Hatch, Laguna Woods
Gene Hernandez, Yorba Linda
Joe Muller, Dana Point
Ed Sachs, Mission Viejo
Elizabeth Swift, Buena Park
Tri Ta, Westminster

Absent: Shelley Hasselbrink, Los Alamitos
Dave Shawver, Stanton
Todd Spitzer, County of Orange

Also present were:

Fire Chief Brian Fennessy	Assistant Chief Dave Anderson
Assistant Chief Lori Smith	Assistant Chief Lori Zeller
General Counsel David Kendig	Assistant Chief Mark Sanchez
Assistant Chief Randy Black	Human Resources Director Brigitte Gibb
Clerk of the Authority Sherry Wentz	

1. PRESENTATIONS

No items.

REPORTS

No items.

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

Chair Sachs stated as the August meeting was cancelled, there will be no report; the Committee will hold a special meeting on September 4, 2018.

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

Chair Sachs stated as the August meeting was cancelled, there will be no report; the next regular meeting will be held on September 12, 2018.

PUBLIC COMMENTS (F: 12.02A3)

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

2. MINUTES

A. Minutes from the July 26, 2018, Regular Executive Committee Meeting (F: 12.02A2)

On motion of Director Hernandez and second by Director Ta, the Executive Committee voted by those present to approve the July 26, 2018, Minutes as submitted.

Director Swift was absent for the vote.

Director Swift arrived at this point (5:34 p.m.).

3. CONSENT CALENDAR (Agenda Item No. 3B was pulled for Separate Consideration)

A. Monthly Investment Reports (F: 11.10D2)

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

B. Mission-Driven Culture Organizational and Leadership Development (F: 17.16A)

General Counsel David Kendig pulled the item from the Consent Calendar for separate consideration. He reported that it had been brought to his attention that there was a website that indicated Chief Fennessy could be reached at the email address "bfennessy@mcsolutions.com", and that in turn gave rise to a question whether Chief Fennessy has a business relationship with MC Solutions. Mr. Kendig summarized the

interviews and investigation that was undertaken as a result and summarized the resulting conclusions. Specifically, he concluded that the referenced email address had been created in error when all speakers including Chief Fennessy who spoke at a particular class were erroneously entered in a third-party database with Mission-Centered Solutions shown as its affiliated company. The email address was never used by Chief Fennessy nor MCS. The error has now been corrected. In summary, General Counsel reported that they found no evidence of any financial relationship between the Fire Chief and either MC Solutions or the International Association of Fire Chiefs, and the staff recommendation remained as stated in the Staff Report.

On motion of Director Hatch and second by Director Ta the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with International Association of Fire Chiefs for three years in an amount not to exceed \$880,000 (Year One-\$472,500, Year Two-\$306,500, and Year Three-\$101,000) for mission-driven culture education development training.

C. Memorandum of Understanding – Hold Harmless Agreement with the Federal Bureau of Investigation (F: 22.10B1)

On motion of Director Hernandez and second by Director Ta, the Executive Committee voted unanimously by those present to approve and authorize the Fire Chief or his designee to execute the proposed Memorandum of Understanding with the Federal Bureau of Investigation.

D. Award of Contract for Fire Policy Manual & Daily Training Bulletins (F: 14.10A)

On motion of Director Hernandez and second by Director Ta, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with Lexipol, LLC for a three-year period in an amount not to exceed \$364,055 (Year One-\$171,185, Year Two-\$124,685, and Year Three-\$68,185) inclusive of implementation services.

E. Request to Add Additional Features and Purchase Order Increase for TriTech Computer Aided Dispatch Systems (F: 19.08A3a)

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

1. Approve and authorize the Purchasing Manager to issue a purchase order to TriTech Software Systems in the amount of \$27,580 for licensing of the TriTech RapidSOS Interface and additional Inform Compute Aided Dispatch Archive Server Software including database administration configuration services and the first year of support and maintenance.

2. Approve and authorize the Purchasing Manager to amend and increase purchase order P0011224 with TriTech for the Regional CAD2CAD System Adapter by \$28,700 for additional integration services including testing, training, and the first year of support and maintenance.

F. Blanket Order Increase Communications Equipment Installation Professional Services (F: 19.09D9)

On motion of Director Hernandez and second by Director Ta, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with 911 Vehicle to increase and extend the current blanket order for communications equipment installation services for the final, one-year optional renewal at an annual amount not to exceed \$240,000.

G. Purchase Order Contract Increase for Communications Equipment Installation Professional Services (F: 19.09D9)

On motion of Director Hernandez and second by Director Ta, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to amend and increase the current professional services agreement with Bear Communications, Inc. by \$170,250, for additional installation services needed to install in-vehicle 800MHz portable radio battery chargers in up to 340 OCFA emergency apparatus and vehicles, for a new not to exceed amount of \$327,750.

H. Award of RFP #JA2288 Purchase of Two Crew Carrier Vehicles (F: 19.09A)

On motion of Director Hernandez and second by Director Ta, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to issue a purchase order to Boise Mobile Equipment for the purchase of two crew carrier vehicles in a total amount of \$606,665 (\$303,333 each vehicle).

I. Blanket Order Contract Increase for Detroit Diesel Engine Parts and Repair Services (F: 19.09)

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

1. Approve and authorize the Purchasing Manager to increase the current blanket order contract with Valley Power Systems Inc., in the amount of \$50,000, not to exceed \$150,000 annually, and increase the current blanket order contract with Harbor Diesel in the amount of \$50,000, not to exceed \$100,000 annually, for the current contracts ending November 30, 2018.

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 \$250,000 annually.
3. Approve and authorize the Purchasing Manager to extend the contracts up to four additional one-year renewals, at the adjusted amounts, 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.

J. Blanket Order Contract Extension for Janitorial Services at the Regional Fire Operations and Training Center (F: 19.07B7)

On motion of Director Hernandez and second by Director Ta the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to extend the contract with DMS for janitorial services at Regional Fire Operations and Training Center from September 30, 2018, through April 30, 2019, in an amount not to exceed \$88,727.

K. Contract Increase for Apparatus Bay Door Maintenance and Repair (F 19.07K)

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

1. Approve and authorize the Purchasing Manager to amend and increase the current contract with Mako Overhead Door for apparatus bay door maintenance and repair services in the amount of \$100,000, not to exceed \$200,000, for the current contract ending October 31, 2018.
2. Approve an increase to the current contract with Mako Overhead Door for apparatus door maintenance and repair services for the remaining two, one-year optional renewals for an amount not to exceed \$200,000 annually.

L. Approval for Donation of Doublewide Trailer to Centralia School District (F: 19.06)

On motion of Director Hernandez and second by Director Ta, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to donate the doublewide trailer used at Temporary Fire Station 61 to the Centralia School District per SOP AD.03.06.

**M. Sole Source Purchase of the Drip Drop Hydration, Inc. Oral Rehydration Solution
(F: 19.12A)**

On motion of Director Hernandez and second by Director Ta, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to issue a sole source contract to Drip Drop Hydration, Inc., for a three-year aggregate amount not to exceed \$150,000 (up to \$50,000 annually).

END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR

No items.

CLOSED SESSION

No items.

COMMITTEE MEMBER COMMENTS

The Executive Committee Members offered no comments.

ADJOURNMENT – Chair Sachs adjourned the meeting at 5:42 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, September 27, 2018, at 5:30 p.m.



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