

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Executive Committee Regular Meeting
Thursday, November 21, 2019
5:30 P.M.

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

CALL TO ORDER

Vice Chair Hasselbrink called the regular meeting of the Orange County Fire Authority Executive Committee to order at 5:30 p.m. on November 21, 2019.

INVOCATION

Chaplain Matthew Si offered the invocation.

PLEDGE OF ALLEGIANCE

Director Shawver led the assembly in the Pledge of Allegiance to our Flag.

ROLL CALL

Present: Shelley Hasselbrink, Los Alamitos
Noel Hatch, Laguna Woods
Thomas Moore, Seal Beach (Alternate)
Vince Rossini, Villa Park (Alternate)
Ed Sachs, Mission Viejo
Dave Shawver, Stanton

Absent: Lisa Bartlett, County of Orange
Gene Hernandez, Yorba Linda
Joe Muller, Dana Point
Don Sedgwick, Laguna Hills
Tri Ta, Westminster

Also present were:

Fire Chief Brian Fennessy	Deputy Chief Lori Zeller
Assistant Chief Randy Black	Assistant Chief Robert Cortez
Assistant Chief Jim Ruane	Assistant Chief Lori Smith
General Counsel David Kendig	Assistant Chief Nina Collins
Assistant Chief Pokey Sanchez	Director of Communications Colleen Windsor
Clerk of the Authority Sherry Wentz	

1. PRESENTATIONS

No items.

REPORTS

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

Budget and Finance Committee Chair Shelley Hasselbrink reported at the November 13, 2019, meeting, the Committee voted unanimously to send the First Quarter Financial Newsletter and Monthly Investment Reports, to the Executive Committee for its approval; voted to send the Annual Statement of Investment Policy and Investment Authorization, Acceptance of Funds from the 2018 Homeland Security Grant Program for an Administrative Fire Captain Assigned to the Orange County Intelligence Assessment Center, the Audited Financial Reports for the Fiscal Year Ended June 30, 2019, the Amendment to the Board Rules of Procedure for All Monthly Board Committee Meetings to Go Dark in August, and the 2019 Long Term Liability Study & Accelerated Pension Payment Plan to the Board of Directors for approval of the recommended actions.

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

Human Resource Committee Member Noel Hatch reported at the November 5, 2019, meeting, the Committee discussed the Organizational Development Project Update, which is an initiative being guided by Chief Fennessy with assistance from consultant/retired Fire Chief Bob Roper. This project will seek to identify OCFA Chief Officers who aspire to promote to higher ranks, and then assist with developmental opportunities. The targeted outcome of the first phase of the project is to fill the vacancy for Deputy Chief of Emergency Operations, and to do so from within the organization. Following discussion between the Committee and Chief Fennessy, the Committee received and filed the report. The Committee also received and filed the Third Quarter Recruitment and Selection Unit Update.

PUBLIC COMMENTS (F: 12.02A3)

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

2. MINUTES

A. Minutes from the October 24, 2019, Regular Executive Committee Meeting (F: 12.02A2)

On motion of Director Sachs and second by Director Hatch, the Executive Committee voted unanimously by those present to approve the October 24, 2019, minutes as submitted.

3. CONSENT CALENDAR

A. Monthly Investment Reports (F: 11.10D2)

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

C. Sole Source Blanket Order Extension for “EZ-IO” Intraosseous (Bone Marrow) Infusion Systems (F: 19.09D6)

On motion of Director Rossini and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to extend the sole source contract with Teleflex, Inc. for the purchase of EZ-IO systems and accessories for three additional one-year periods at the increased amount of \$150,000 annually (\$450,000 during the additional three-year term).

D. Contract Amendment to Cooperative Contract for Information Technology Staff Augmentation Services (F: 19.08A29)

On motion of Director Rossini and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to amend the current Professional Services Agreement with Computer Aid, Inc. and increase the total contract amount by \$2,625,732 to a new total amount not to exceed \$3,883,144 for staff augmentation services, and to extend the existing two-year contract through March 3, 2022 for a new total contract term of approximately four-years.

E. Contract Award for Archaeological and Environmental Services (F: 18.08B8)

On motion of Director Rossini and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with The Chambers Group, Inc. for archaeological and environmental services (on an as-needed basis) in an amount not to exceed \$1,852,450 for the three-year grant period through March 15, 2022.

F. 2019 Legislative Report (F: 11.10F1)

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

END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR

No items.


CLOSED SESSION

No items.

COMMITTEE MEMBER COMMENTS

Vice Chair Hasselbrink reminded the Committee Members that the Board and Executive Committee would be dark in the month of December.

ADJOURNMENT – Vice Chair Hasselbrink adjourned the meeting at 5:33 p.m. The next regular meeting of the Orange County Fire Authority Executive Committee is scheduled for Thursday, January 23, 2020, at 5:30 p.m.



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