



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

### EXECUTIVE COMMITTEE REGULAR MEETING

Thursday, November 19, 2020

5:30 P.M.

#### Regional Fire Operations and Training Center Board Room

1 Fire Authority Road  
Irvine, CA 92602

Shelley Hasselbrink, Chair

Vince Rossini, Vice Chair

Ed Sachs • Gene Hernandez • Joe Muller

Noel Hatch • Dave Shawver • Don Wagner • Elizabeth Swift

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Executive Committee after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact the Clerk of the Authority at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at <http://www.ocfa.org>



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040 and identify the need and the requested modification or accommodation. Please notify us as soon as is feasible, however 48 hours prior to the meeting is appreciated to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

### NOTICE REGARDING PUBLIC PARTICIPATION DURING COVID-19 EMERGENCY

During the Statewide COVID-19 Emergency, the public is not permitted to convene in person for this public meeting. However, the public may still view and comment on the meeting as follows:

- To watch the meeting online, please go to website at [www.OCFA.org](http://www.OCFA.org)
- To submit an e-comment, please email to [PublicComments@ocfa.org](mailto:PublicComments@ocfa.org).

You may comment on items on the agenda or not on the agenda. Your comments will be forwarded electronically and immediately to the members of the Committee. Comments related to a particular agenda item will only be considered prior to the close of public comments on that item.

#### CALL TO ORDER

INVOCATION by OCFA Chaplain Brett Peterson

**PLEDGE OF ALLEGIANCE** by Chair Hasselbrink

**ROLL CALL**

**REPORTS**

**A. Report from the Budget and Finance Committee Chair**

**B. Report from the Human Resources Committee Vice Chair**

**PUBLIC COMMENTS**

**Please refer to instructions on how to submit a public comment during COVID-19 Emergency on Page 1 of this Agenda.**

**1. PRESENTATIONS**

No items.

**2. CONSENT CALENDAR**

*All matters on the consent calendar are considered routine and are to be approved with one motion unless a Committee Member or a member of the public requests separate action on a specific item.*

**A. [Minutes from the October 22, 2020, Regular Executive Committee Meeting](#)**

Submitted by: Maria D. Huizar, Clerk of the Authority

Recommended Action:

Approve as submitted.

**B. [Monthly Investment Reports](#)**

Submitted by: Tricia Jakubiak, Treasurer

Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Executive Committee agenda for approval by 7-0 vote (Farias and Rossini absent).

Recommended Action:

Receive and file the reports.

**C. [First Quarter Financial Newsletter](#)**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer, and Stuart Lam, Budget Manager

Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Executive Committee agenda for approval by 7-0 vote (Farias and Rossini absent).

Recommended Action:

Receive and file the report.

**D. New Classification Specification for Diversity and Inclusion Coordinator**

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Tamaryn Boston, Human Resources Manager

Human Resources Committee reviewed the proposed agenda item and directed staff to place on the Executive Committee agenda for approval by 6-0 vote (Rossini absent).

Recommended Action:

Approve the establishment of the new classification and salary range of Diversity and Inclusion Coordinator.

**E. New Classification Specification for Environmental, Health and Safety Analyst**

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Tamaryn Boston, Human Resources Manager

Human Resources Committee reviewed the proposed agenda item and directed staff to place on the Executive Committee agenda for approval by 6-0 vote (Rossini absent).

Recommended Action:

Approve the establishment of the new classification and salary range of Environmental, Health and Safety Analyst.

**F. Request for Sole Source Procurement: DuoDote Auto-Injectors for Emergency Medical Services (EMS)**

Submitted by: Randy Black, Assistant Chief/EMS & Training Department and Scott Wiedensohler, Battalion Chief/ EMS Department

Recommended Action:

Approve and authorize the Purchasing Manager to issue a one-time purchase order Meridian Medical Technologies in an amount not to exceed \$115,030.50.

**G. Request for Blanket Orders for Paramedic School Tuition**

Submitted by: Randy Black, Assistant Chief/EMS & Training Department and Scott Wiedensohler, Battalion Chief/ EMS Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to issue blanket orders utilizing the special procurement provision in the Purchasing Ordinance to the following educational

- institutes for Paramedic School tuition and resources: OCEMT (\$102,000 annually), Saddleback Community College (\$45,000 annually), and University of California, Los Angeles (\$45,000 annually).
2. Approve and authorize the Purchasing Manager to redistribute funds between the schools as needed, provided the aggregate total of \$192,000 is not exceeded.

**H. Cooperative Contract – Blanket Order for Wireless Service and Hardware**

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Joel Brodowski, IT Manager

Recommended Action:

1. Approve and authorize the Purchasing Manager to increase the contract and corresponding blanket order with Verizon Wireless by \$235,000 to an amount not to exceed \$900,000, utilizing cooperative contract pricing.
2. Approve and authorize the Purchasing Manager to increase the contract and corresponding blanket order renewals with Verizon Wireless as needed not to exceed 3% annually, provided cooperative contract pricing is in effect and funding is available.

**I. Award of RFP JA2440 Purchase of One Heavy Rescue Vehicle**

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Rob Capobianco, Division Chief/Apparatus Committee Chair

Recommended Action:

Approve and authorize the Purchasing Manager to execute a Master Agreement with Rosenbauer Minnesota, LLC for the purchase of one heavy rescue vehicle in an amount not to exceed \$947,488.

**J. Increase to Agreement for Architectural and Civil Engineering Services for OCFA Project: Station Bathrooms Gender Accommodation**

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Patrick Bauer, Property Manager

Recommended Action:

Authorize the Purchasing Manager to increase the professional services agreement with Gillis + Panichapan Architects and corresponding purchase order by \$167,527 needed for the civil design, engineering, and construction management services in support of accessibility retrofits at fire stations 14, 16, and 53, resulting in a total amount not to exceed \$441,777 in FY 2020/21 for the Station Bathrooms Restorations/Gender Accommodation project.

**K. 2020 Legislative Report**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Jay Barkman, Legislative Analyst

Recommended Action:

Receive and file the report.

- L. [Request for Special Procurement: Motorola 800 MHz Portable and Mobile Radios](#)  
Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Joel Brodowski, IT Manager

Recommended Action:

1. Approve and authorize the Purchasing Manager to issue a purchase order to Motorola Solutions, Inc. for the purchase of 90 radios and associated accessories in an amount not to exceed \$558,792.92.
2. Approve and authorize the Purchasing Manager to issue future purchase orders to Motorola Solutions, Inc. (through June 30, 2021) utilizing the Orange County Contract Equipment Price Book Agreement #MA-060-21010004 as long as funding is available, in the approved budget.

**3. DISCUSSION CALENDAR**

No items.

**CLOSED SESSION**

No items.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The December 2020 Regular meeting is canceled. The next regular meeting of the Orange County Fire Authority Executive Committee is scheduled for Thursday, January 28, 2021, at 5:30 p.m.

**AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54954.2(a), that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting.

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Maria D. Huizar, CMC  
Clerk of the Authority

**UPCOMING MEETINGS:**

Budget and Finance Committee Meeting  
Executive Committee Meeting  
Board of Directors Meeting  
Human Resources Committee Meeting

Wednesday, January 13, 2021, 12 noon  
Thursday, January 28, 2021, 5:30 p.m.  
Thursday, January 28, 2021, 6:00 p.m.  
Tuesday, February 2, 2021, 12 noon