

# MINUTES

## ORANGE COUNTY FIRE AUTHORITY

**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

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### **CALL TO ORDER**

Chair Hasselbrink called the regular meeting of the Orange County Fire Authority Executive Committee to order at 5:32 p.m. on November 19, 2020.

### **INVOCATION**

The invocation was led by Senior Chaplain Dave Keehn.

### **PLEDGE OF ALLEGIANCE**

Chair Hasselbrink led the assembly in the Pledge of Allegiance to our Flag.

### **ROLL CALL**

**Present:** Shelley Hasselbrink, Los Alamitos  
Noel Hatch, Laguna Woods\*  
Gene Hernandez, Yorba Linda\*  
Joe Muller, Dana Point  
Vince Rossini, Villa Park\*  
Ed Sachs, Mission Viejo\*  
Dave Shawver, Stanton\*  
Elizabeth Swift, Buena Park\*  
Donald P. Wagner, County of Orange\*

**Absent:** None

### **Also present were:**

Fire Chief Brian Fennessy	Deputy Chief Lori Zeller
Assistant Chief Robert Cortez	Assistant Chief Randy Black
Assistant Chief Lori Smith	Assistant Chief Jim Ruane
General Counsel David Kendig	Assistant Chief Kenny Dossey
Assistant Chief Stephanie Holloman	Clerk of the Authority Maria D. Huizar
Dir. of Communications Colleen Windsor	

*Executive Committee Members participating via Teleconferencing\**

## REPORTS

### A. Report from the Budget and Finance Committee Chair (FILE 12.02A6)

Budget and Finance Chair Gene Hernandez reported at the November 4, 2020, special meeting, the Committee voted unanimously to approve and forward the Monthly Investment Reports, and the First Quarter Financial Newsletter to the Executive Committee to receive and file the reports. The Committee also voted unanimously to approve and forward the 2019 Homeland Security Grant Program, 2019 Urban Areas Security Initiative Grant Program Agreement to Transfer Property or Funds, Audited Financial Reports for the Fiscal Year Ended June 30, 2020, and the FY 2020/21 Fiscal Update & Snowball Pension Paydown Payment to the Board of Directors for approval of the recommended actions.

### B. Report from the Human Resources Committee Vice Chair (FILE 12.02A6)

At the November 10, 2020, special meeting of the Human Resources Committee, the Committee received the Annual Workers' Compensation Program Report. The Committee also voted to approve and forward the New Classification Specification for Diversity and Inclusion Coordinator, and the New Classification Specification for Environmental, Health and Safety Analyst to the Executive Committee for approval. Lastly, Assistant Chief/Director of Human Resources Stephanie Holloman provided legislative updates on AB 2655, otherwise known the Kobe Bryant Law, and SB 1343 requiring non-supervisory personnel to complete sexual harassment and discrimination prevention training.

## PUBLIC COMMENTS

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

### 1. PRESENTATIONS

No items.

### 2. CONSENT CALENDAR

On motion of Director Hernandez and second by Director Wagner, and following a roll call vote, declared passed 9-0 to approve the Items 2A-2L as submitted.

#### A. Minutes from the October 22, 2020, Regular Executive Committee Meeting (FILE 12.02A2)

Action: Approve as submitted.

#### B. Monthly Investment Reports (FILE 11.10D2)

Action: Receive and file the reports.

**C. First Quarter Financial Newsletter (FILE 15.07)**

Action: Receive and file the report.

**D. New Classification Specification for Diversity and Inclusion Coordinator (FILE 17.18)**

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 (FILE 17.18)**

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) (FILE 16.03A1)**

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 (FILE 17.14B23)**

Action:

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 (FILE 19.08A1)**

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 (FILE 19.09A)**

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 (FILE 19.07B27)**

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 (FILE 11.10F1)**

Action: Receive and file the report.

**L. Request for Special Procurement: Motorola 800 MHz Portable and Mobile Radios (FILE 18.04)**

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**

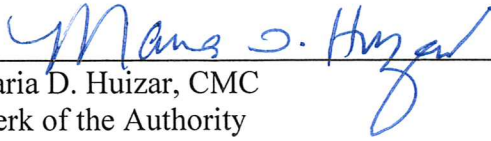
The Committee Members offered no comments.

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**ADJOURNMENT** – Chair Hasselbrink adjourned the meeting at 5:39 p.m. 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.

  
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Maria D. Huizar, CMC  
Clerk of the Authority