

# MINUTES

## ORANGE COUNTY FIRE AUTHORITY

**Executive Committee Regular Meeting**  
**Thursday, February 25, 2021**  
**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 Shawver called the regular meeting of the Orange County Fire Authority Executive Committee to order at 5:31 p.m. on February 25, 2021.

### INVOCATION

The invocation was led by Chaplain Robert Benoun.

### PLEDGE OF ALLEGIANCE

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

### ROLL CALL

**Present:** Dave Shawver, Stanton, Chair  
Michele Steggell, La Palma, Vice Chair  
Shelley Hasselbrink, Los Alamitos  
Joe Muller, Dana Point\*  
Gene Hernandez, Yorba Linda\*  
Letitia Clark, Tustin\*  
John O'Neill, Garden Grove

**Absent:** Noel Hatch, Laguna Woods  
Donald P. Wagner, County of Orange

### Also present were:

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

## REPORTS

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

Budget and Finance Committee Chair Joe Muller reported at the February 10, 2021, meeting, the Committee voted unanimously to approve and forward the Second Quarter Financial Newsletter and Monthly Investment Reports to the Executive Committee to receive and file the reports. The Committee voted unanimously to approve and forward the Audited Financial Reports for the Fiscal Year Ended June 30, 2020, and Emergency Medical Services Optimization Study, to the Board of Directors for approval of the recommended actions. Lastly, the Committee held elections for the Chair and Vice Chair positions, electing, Joe Muller as the Chair and Director Ta as Vice Chair, for the ensuing term.

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

Human Resources Committee Chair Michele Steggell reported at the February 2, 2021, meeting, the Committee received an update from Assistant Chief of Emergency Medical Services, Randy Black, on the OCFA Cancer Awareness & Prevention Month held in January, in cooperation with Local 3631 to fight against firefighter cancer. Assistant Chief of Human Resources Stephanie Holloman provided a 90-Day Report update of strategic goals and objectives underway within the Human Resources department. Assistant Chief Holloman also presented employment law updates that went into effect in 2020/2021 including new Cal/OSHA reporting requirements; the comprehensive Consolidated Appropriations Act signed into law in December 2020; and other significant State legislative actions governing Human Resources processes. Lastly, the Committee held elections for the Chair and Vice Chair positions, electing Director Hernandez as Vice Chair, and Michele Steggell as Chair for the ensuing term.

## PUBLIC COMMENTS

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

### **1. PRESENTATIONS**

No items.

### **2. CONSENT CALENDAR**

#### **A. Minutes from the January 28, 2021, Regular Executive Committee Meeting (FILE 11.06)**

On motion of Director Hernandez and second by Director Hasselbrink, and following a roll call vote, declared passed 7-0 to approve the Items 2A-2C as submitted (Directors Wagner and Hatch absent).

Action: Approve as submitted.

**B. Second Quarter Financial Newsletter (FILE 15.07)**

Action: Receive and file the report.

**C. Monthly Investment Reports (FILE 11.10D2)**

Action: Receive and file the reports.

**3. DISCUSSION CALENDAR**

No items.

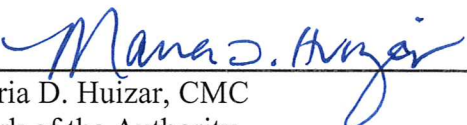
**CLOSED SESSION**

No items.

**COMMITTEE MEMBER COMMENTS**

The Committee Members offered no comments.

**ADJOURNMENT** – Chair Shawver adjourned the meeting at 5:40 p.m. The next regular meeting of the Orange County Fire Authority Executive Committee is scheduled for Thursday, March 25, 2021, at 5:30 p.m.

  
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Maria D. Huizar, CMC  
Clerk of the Authority