

MINUTES ORANGE COUNTY FIRE AUTHORITY

**Executive Committee Regular Meeting
Thursday, November 18, 2021
5:30 P.M.**

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

CALL TO ORDER

Chair Shawver called the regular meeting of the Orange County Fire Authority Executive Committee to order at 5:30 p.m. on November 18, 2021.

INVOCATION

The invocation was led by OCFA Chaplain Jim Gwaltney.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

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

Absent: Donald P. Wagner, County of Orange
Dennis Wilberg, Ex Officio

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 Jim Ruane
General Counsel David Kendig	Assistant Chief Lori Smith
Clerk of the Authority, Maria D. Huizar	

**Those members attending via Teleconferencing*

REPORTS

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

Budget and Finance Committee Chair Joe Muller reported at its November 10, 2021, regular meeting, the Committee reviewed and forwarded the Monthly Investment Reports, and the First Quarter Financial Newsletter to the Executive Committee meeting of November 18, 2021, to receive and file the reports.

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

Human Resources Committee Vice Chair Gene Hernandez reported at its November 2, 2021, regular meeting, the Committee received an OCFA Diversity, Equity, and Inclusion (DEI) Internal Assessment presentation by Diversity and Inclusion Coordinator Julian Velarde. The objectives were to review the OCFA Demographics, Operations DEI feedback and recommendations. Additionally, the Committee received and filed the 2020/2021 Annual Anonymous Hotline Report, and the Annual Workers' Compensation Program Update. The Committee reviewed and recommended forwarding the New Classification Specifications in Orange County Fire Authority Management Association (OCFAMA) to the Executive Committee to adopt the recommended new classifications.

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

On motion by Director Hernandez, and second by Director Hatch, and following a roll call vote, declared passed 8-0 Agenda Items 2A-2E (Director Wagner absent).

A. Minutes from the October 28, 2021, 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. New Classification Specifications in Orange County Fire Authority Management Association (OCFAMA) (FILE 17.18)

Action:

1. Adopt the new Budget Analyst classification and assign the salary allocation to range AM50 (high of \$64.08);
2. Adopt the new Legislative Affairs Program Manager classification and assign the salary allocation to range AM40 (high of \$63.48);
3. Adopt the new Senior Management Analyst classification and assign the salary allocation to range AM40 (high of \$63.48);
4. Adopt the new Public Relations Manager classification and assign the salary allocation to range AM40 (high of \$63.48);
5. Adopt the new Workers' Compensation Program Manager and assign the salary allocation to range AM40 (high of \$63.48); and
6. Adopt new titles for nine OCFAMA classifications, including Budget Manager, Information Technology Manager, Construction Project Manager, Finance Division Manager, Fleet Services Division Manager, Information Technology Division Manager, Construction and Facilities Division Manager, Purchasing Division Manager, and Environmental Health and Safety Officer.

D. First Quarter Financial Newsletter (FILE 15.07)

Action: Receive and file the report.

E. 2021 Legislative Report (FILE 11.10.F1)

Action: Receive and file the report.

3. DISCUSSION CALENDAR

None.

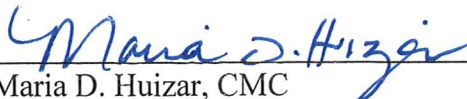
CLOSED SESSION

No items.

COMMITTEE MEMBER COMMENTS

The Committee Members offered no comments.

ADJOURNMENT – Chair Shawver adjourned the meeting at 5:38 p.m. The next regular meeting of the Orange County Fire Authority Executive Committee is scheduled for Thursday, January 27, 2022, at 5:30 p.m.



Maria D. Huizar, CMC
Clerk of the Authority