

# MINUTES

## ORANGE COUNTY FIRE AUTHORITY

**Executive Committee Regular Meeting**  
**Thursday, September 22, 2022**  
**5:30 P.M.**

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

---

### **CALL TO ORDER**

Chair Steggell called the regular meeting of the Orange County Fire Authority Executive Committee to order at 5:30 p.m. on September 22, 2022.

### **INVOCATION**

The invocation was led by Chaplain Brett Peterson.

### **PLEDGE OF ALLEGIANCE**

Director Hasselbrink led the assembly in the Pledge of Allegiance.

### **ROLL CALL**

**Present:** Michele Steggell, La Palma, Chair  
Anthony Kuo, Irvine  
John O'Neill, Garden Grove  
Shelley Hasselbrink, Los Alamitos\*  
Noel Hatch, Laguna Woods  
Gene Hernandez, Yorba Linda  
Dave Shawver, Stanton\*  
Tri Ta, Westminster\*

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

### **Also present were:**

Fire Chief Brian Fennessy  
Deputy Chief Kenny Dossey  
Assistant Chief Jim Ruane  
Assistant Chief TJ McGovern  
Assistant Chief Rob Capobianco  
General Counsel David Kendig

Deputy Chief Lori Zeller  
Assistant Chief Robert Cortez  
Assistant Chief Lori Smith  
Assistant Chief Stephanie Holloman  
Director of Communications Matt Olson  
Clerk of the Authority Maria D. Huizar

*\*Members of the Committee participating via teleconferencing*

## REPORT

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

Budget and Finance Committee Chair Tri Ta reported at its September 14, 2022, meeting, the Committee reviewed the Monthly Investment Reports, Fourth Quarter Financial Newsletter, and the Annual Investment Report, and recommended forwarding these items to the Executive Committee to receive and file the reports.

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

Human Resources Committee Chair Gene Hernandez reported at its August 2, 2022, meeting, the Committee received the New Classification Specification for Behavioral Health and Wellness Coordinator, and reviewed and approved the item to be forwarded to the Executive Committee for its approval of the recommended actions. Risk Manager Rhonda Haynes introduced the Amendment of Professional Services Agreements for Third Party Workers Compensation Administration. The Committee reviewed and approved to forward the item to the Executive Committee for its approval of the recommended actions. Lastly, Human Resources Assistant Chief Stephanie Holloman presented the Summary of the Oklahoma State and Drexel University Surveys, the Committee received and filed the report. Assistant Chief Holloman also presented Employee Electric Vehicle Charging. Staff will follow up with research and financial impacts, and available sources of grant funding to provide to the committee at a future date. The current policy will remain in place at this time.

## PUBLIC COMMENTS

Chair Steggell opened the Public Comment portion of the meeting, and without any comments from the general public, closed the Public Comments portion of the meeting.

### **1. PRESENTATIONS**

No items.

### **2. CONSENT CALENDAR**

On motion of Director Hernandez and second by Director O'Neill, and following a roll call vote, approved 8-0 Agenda Items 2A-2H (Director Wagner absent).

### **A. Minutes for the Executive Committee Meeting (FILE 12.02A2)**

Actions:

1. Approve the Minutes for the July 14, 2022, Concurrent Joint Special Meeting as submitted.
2. Approve the Minutes for the July 28, 2022, Regular Meeting as submitted.
3. Approve the Minutes for the July 28, 2022, Concurrent Joint Special Meeting as submitted.
4. Approve the Minutes for the August 25, 2022, Concurrent Joint Special Meeting as submitted.

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

Action: Receive and file the reports.

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

Action: Receive and file the report.

**D. Annual Investment Report (FILE 11.10D1)**

Action: In compliance with Section 18.2 of the Orange County Fire Authority's Investment Policy, receive and file the report.

**E. New Classification Specification for Behavioral Health and Wellness Coordinator (FILE 17.18)**

Action: Approve the establishment of the new classification and salary range of Behavioral Health and Wellness Coordinator.

**F. Fire Station Alerting System Purchase and Installation For Fire Station 67 (Rancho Mission Viejo) (FILE 19.071)**

Actions:

1. Approve and authorize the Purchasing Manager to issue a contract to Westnet, Inc. to purchase and install the fire station alerting system at new Fire Station 67 (Rancho Mission Viejo), for an amount of \$114,735.
2. Approve and authorize the Purchasing Manager to issue future contracts with Westnet, Inc. to purchase, install, or upgrade OCFA Fire Station alerting systems as long as funding is available in the adopted budget.
3. Approve and authorize the Purchasing Manager to adjust the Westnet, Inc. annual support and maintenance contract to include Fire Station 67 for the estimated amount not to exceed \$4,546 (after the one-year warranty period expires) and subsequent annual cost increases.

**G. Blanket Order Increase for 800MHz Countywide Coordinated Communications System (CCCS) for Operations, Maintenance, and Financial Management Cost Share (FILE 18.04A1)**

Actions:

1. Approve and authorize the Purchasing Manager to increase the current blanket order to a new total of \$995,004 for the OCFA's annual cost share for the Operations, Maintenance, and Financial Management of the 800MHz Countywide Coordinated Communications System (CCCS).

2. Approve and authorize the Purchasing Manager to increase future CCCS 800MHz contracts resulting from annual system cost increases and additional OCFA radios, provided sufficient funds are available in the budget.

#### **H. Approval of Lease Agreement for Temporary Fire Station 67 (FILE 19.07C67)**

Action: Approve and authorize the Property Manager to execute a lease agreement with RMV PA3 Development for the installation and operation of temporary fire station 67.


### **3. DISCUSSION CALENDAR**

None.

### **COMMITTEE MEMBER COMMENTS**

- Vice Chair Kuo reported both he and Chair Steggell participated in several station visits last weekend; having good discussions with staff out in the field.
- Director Hernandez congratulated Fire Chief Fennessy for receiving the Ronny Jack Coleman Award - Fire Chief of the Year from the California Fire Chiefs Association, given in recognition of exceptional leadership in fire and rescue services throughout the state of California.

**ADJOURNMENT** – Chair Steggell adjourned the meeting at 5:38 p.m. The next meeting will be a Concurrent Joint Special Meeting of the Board of Directors and committees on Thursday, October 13, 2022, at 6:00 p.m.

  
\_\_\_\_\_  
Maria D. Huizar, CMC  
Clerk of the Authority