

# MINUTES ORANGE COUNTY FIRE AUTHORITY

**Human Resources Committee Regular Meeting**  
**Tuesday, May 3, 2022**  
**12:00 Noon**

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

---

## CALL TO ORDER

A regular meeting of the Human Resources Committee was called to order on Tuesday, May 3, 2022, at 12:01 p.m. by Chair Hernandez.

## PLEDGE OF ALLEGIANCE

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

## ROLL CALL

**Present:** Gene Hernandez, Yorba Linda, Chair  
Joe Kalmick, Seal Beach, Vice Chair\*  
Ross Chun, Aliso Viejo\*  
Noel Hatch, Laguna Woods\*  
Ed Sachs, Mission Viejo\*  
Dave Shawver, Stanton\*

**Absent:** Sandy Rains, Laguna Niguel

## Also present were:

Fire Chief Brian Fennessy  
Chief Robert Cortez  
Assistant Chief Lori Smith  
Assistant Chief Jim Ruane  
Assistant General Counsel Keith Dobyms

Deputy Chief Kenny Dossey Assistant  
Assistant Chief Stephanie Holloman  
Assistant Chief TJ McGovern  
Assistant Clerk Martha Halvorson  
Director of Communications Matt Olson

*\*Human Resources Committee Members participating via Teleconferencing\**

## **PUBLIC COMMENTS (FILE 12.02D3)**

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

### **1. PRESENTATIONS**

No items.

### **2. CONSENT CALENDAR**

#### **A. Minutes for the Human Resources Committee Meetings (FILE 12.02D2)**

On motion of Director Chun and second by Director Kalmick, and following a roll call vote, approved Agenda Item 2A 6-0 (Director Rains absent) to:

1. Approve the Minutes for the February 1, 2022, Regular Meeting as submitted.
2. Approve the Minutes for the February 24, 2022, Concurrent Joint Special Meeting as submitted.
3. Approve the Minutes for the March 24, 2022, Concurrent Joint Special Meeting as submitted.
4. Approve the Minutes for the April 14, 2022, Concurrent Joint Special Meeting as submitted.

### **3. DISCUSSION CALENDAR**

#### **A. Professional Standards Unit Update (FILE 17.27)**

Assistant Chief Stephanie Holloman presented the Professional Standards Unit Update.

On motion of Director Sachs and second by Director Chun, and following a roll call vote, approved 6-0 (Director Rains absent) to review and file the report.

#### **B. Amendment of Professional Services Agreements for Third Party Workers Compensation Administration (FILE 18.10A2)**

Risk Manager Rhonda Haynes presented the Amendment of Professional Services Agreements for Third Party Workers' Compensation Administration.

On motion of Director Hatch and second by Director Chun, and following a roll call vote, approved 6-0 (Director Rains absent) to review the proposed agenda item and direct staff to place on the agenda for the Executive Committee meeting of May 26, 2022, with the Human Resources Committee's recommendation as follow: approve and authorize the Purchasing Manager to amend the two Professional Services Agreements with CorVel to extend the respective term dates for three years plus two optional one-year renewals, and to reflect an increase in annual TPA fees by \$231,798 to a new total not to exceed \$938,048 annually.

## COMMENTS

- **HUMAN RESOURCES DIRECTOR'S COMMENTS (FILE 12.02D6)**

Assistant Chief Stephanie Holloman provided Human Resources is working on a special meeting regarding the Diversity, Equity, and Inclusion (DEI) climate in late May early June.

- **COMMITTEE MEMBER COMMENTS (FILE 12.02D4)**

Director Sachs met with Director of Communications Matt Olson and discussed the recent employee survey, and suggested a survey being produced for the general public. He added there are creditable companies that can produce an unbiased result.

Director Shawver recommended a survey of satisfaction of the OCFA employees.

Director Hatch reported participating on a Ride-Along with Fire Station 22, he noted in talking with the firefighters, there is an ebb and flow within this organization, that a survey within the organization and with the public might be beneficial.

Director Chun commented a survey from a creditable third party organization could be beneficial.

Director Kalmick commented on recent surveys produced, and agreed with a third party distributing a survey overall.

Director Hernandez commented to the various surveys that can be produced.

## CLOSED SESSION (FILE 11.15)

### CS1. CONFERENCE WITH LEGAL COUNSEL – EXPOSURE TO LITIGATION

Pursuant to Government Code section 54956.9(d)(2) and (d)(3) – Five (5) cases

**CLOSED SESSION REPORT** – Assistant General Counsel Dobyms stated there was no reportable action.

**ADJOURNMENT** – Chair Hernandez adjourned the meeting at 1:34 p.m. The next regular meeting of the Human Resources Committee is scheduled for Tuesday, August 2, 2022, at 12:00 noon.



---

Martha Halvorson, CMC  
Assistant Clerk of the Authority