



ORANGE COUNTY FIRE AUTHORITY AGENDA

EXECUTIVE COMMITTEE REGULAR MEETING

**Thursday, July 27, 2023
5:30 P.M.**

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

Vince Rossini, Chair • John O'Neill, Vice Chair
Dave Shawver • Shelley Hasselbrink • Donald P. Wagner
Noel Hatch • Mark Tettermer • Phil Bacerra • Gene Hernandez
Ex Officio Member - Dennis Wilberg, Mission Viejo

NOTICE REGARDING PUBLIC ACCESS AND PARTICIPATION

This meeting is open to the public. Committee members will participate in person. There are several alternative ways to make comments including:

In Person Comments at Meeting: Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Committee on items within their subject matter jurisdiction, but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Committee and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

If you wish to speak, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to item being considered. Speaker Forms are available at the entryway of meeting location.

E-Comments: Alternatively, you may email your written comments to coa@ocfa.org. E-comments will be provided to the Committee members upon receipt and will be part of the meeting record as long as they are received during or before the Committee takes action on an item. Emails related to an item that are received after the item has been acted upon by the Committee will not be considered.

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the committee members after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact the Clerk of the Authority at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at <http://www.ocfa.org>



In compliance with the Americans with Disabilities Act and [Board of Directors policy](#), if you need reasonable accommodations to participate in this meeting, please complete the [ADA Reasonable Accommodation Form](#) available on the Agency's website and email to COA@ocfa.org, or you may contact the Clerk of the Authority at (714) 573-6040 during regular business hours to submit your request orally. Please notify us at least 48 hours prior to the meeting to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

CALL TO ORDER by Chair Rossini

INVOCATION by OCFA Chaplain Ed Valdez

PLEDGE OF ALLEGIANCE by Director Hernandez

ROLL CALL by Clerk of the Authority

REPORTS

A. Report from the Budget and Finance Committee Chair

PUBLIC COMMENTS

Please refer to instructions on how to submit a public comment on Page 1 of this Agenda.

1. PRESENTATIONS

None

2. CONSENT CALENDAR

All matters on the consent calendar are considered routine and are to be approved with one motion unless a Committee Member or a member of the public requests separate action on a specific item.

A. Minutes for the Executive Committee Meeting

Submitted by: Maria D. Huizar, Clerk of the Authority

The record will show that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

Recommended Action:

Approve the Minutes for the June 22, 2023, Regular Meeting as submitted.

B. Monthly Investment Reports

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer/Treasury & Financial Planning and James Slobojan, Assistant Treasurer/ Treasury & Financial Planning

On July 12, 2023, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 5-0 (Directors O'Neill, Rossini, Hasselbrink and Lombard absent).

Recommended Action:

Receive and file the reports.

C. Contract Increase for Pre-Employment Background Investigative Services

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Duke Stepe, Human Resources Manager/Human Resources Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to execute Amendment One to the Professional Services Agreement with Wren and Associates, increasing contract value by \$60,000, not to exceed a total of \$110,000 for current year contract (ending October 31, 2023).
2. Approve and authorize the Purchasing Manager to execute Amendment One to the Professional Services Agreement with RCS Investigations and Consulting increasing contract value by \$60,000, not to exceed a total of \$160,000 for current year contract (ending September 30, 2023).
3. Approve and authorize the Purchasing Manager to execute Amendment One to the Professional Services Agreement with Sintra Group Inc. increasing contract value by \$60,000, not to exceed a total of \$160,000 for current year contract (ending September 30, 2023).

D. Contract Extension for Medical Laboratory Testing Services

Submitted by: Rob Capobianco, Assistant Chief/Emergency Medical Services & Training Department and Matt Schuetz, Battalion Chief/Emergency Medical Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to extend the previously approved Blanket Order contract with Quest Diagnostics, Inc. for medical laboratory services, for a six-month period through March 31, 2024, and to increase the contract in an amount not to exceed \$165,000.

E. Approval of Entry Permit License Agreement with Irvine Ranch Water District

Submitted by: Tim Perkins, Assistant Chief/Field Operations South and Kyle Kuzma, Battalion Chief/Air Operations

Recommended Action:

Approve and authorize the Fire Chief to execute the attached license agreement with Irvine Ranch Water District to allow fire suppression training at Irvine Lake for a term of the permit April 1, 2023 through March 31, 2025, subject to non-substantive changes approved by General Counsel.

F. Increase to Agreement for Helicopter Flight Simulator Training

Submitted by: Tim Perkins, Assistant Chief/Field Operations South and Kyle Kuzma, Battalion Chief/Air Operations

Recommended Actions:

1. Approve and authorize payment to Flight Safety International in the amount of \$131,820 for Bell 412 flight simulator pilot training conducted in the first part of 2023.
2. Approve and authorize the Purchasing Manager to increase the current term of the previously approved Professional Services Agreement with Flight Safety International by \$131,820 to a new total not to exceed \$521,220 to incorporate Bell 412 training and to extend the agreement for one year through May 31, 2025 (\$1,042,440 two-year aggregate) to allow for recurrent flight simulator training.

G. Approval of Sikorsky Total Assurance Program Agreement for Firehawk Helicopter Maintenance Support

Submitted by: Tim Perkins, Assistant Chief/Field Operations South and Kyle Kuzma, Battalion Chief/Air Operations

Recommended Action:

Approve and authorize the Purchasing Manager to execute a Total Assurance Program Agreement with Sikorsky Commercial Inc. for a ten-year term in an amount not to exceed \$1,300,000 for calendar year 2023, subject thereafter to a 4% annual escalator, consistent with the terms outlined in the staff report and subject to changes approved by General Counsel.

3. DISCUSSION CALENDAR

None

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next meeting will be a Regular Meeting of the Executive Committee on Thursday, September 28, 2023, at 5:30 p.m.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54954.2(a), that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting.

Maria D. Huizar, CMC
Clerk of the Authority

FUTURE EC AGENDA ITEMS – THREE-MONTH OUTLOOK:

- Monthly Investment Report
- Quarterly Purchasing Report
- Quarterly Financial Newsletter

UPCOMING MEETINGS:

Human Resources Committee

Tuesday, August 1, 2023, 12 noon

Operations Committee

Tuesday, August 8, 2023, 12 noon

Budget and Finance Committee

Wednesday, September 13, 2023, 12 noon

Executive Committee

Thursday, September 28, 2023, 5:30 p.m.

Board of Directors

Thursday, September 28, 2023, 5:30 p.m.