



ORANGE COUNTY FIRE AUTHORITY

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Thursday, February 26, 2015
6:00 P.M.

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

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 Board of Directors 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 Sherry A.F. Wentz, 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>

If you wish to speak before the Fire Authority Board, 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 being heard before the Board. Speaker Forms are available at the counters of both entryways of the Board Room.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040.

CALL TO ORDER

INVOCATION by OCFA Chaplain Bob George

PLEDGE OF ALLEGIANCE by Director Hatch

ROLL CALL

1. PRESENTATIONS

A. Requests for Commendations and Proclamations

Submitted by: Sherry Wentz, Clerk of the Authority

1. Length of Service Recognition

Recommended Action:

Approve requests as submitted and make presentations to those present.

PUBLIC COMMENTS

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 Board on items within the Board's 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 Board as a whole, and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

The Agenda and Minutes are now available through the Internet at www.ocfa.org. You can access upcoming agendas on the Monday before the meeting. The minutes are the official record of the meeting and are scheduled for approval at the next regular Board of Directors meeting.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR

REPORT FROM THE CLAIMS SETTLEMENT COMMITTEE CHAIR

REPORT FROM THE FIRE CHIEF

- FY 2014/15 Performance Indicators Status
- CAD Status
- Website Upgrades

2. MINUTES

A. [Minutes from January 22, 2014, Regular Board of Directors Meeting](#)

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

3. CONSENT CALENDAR

A. [Capital Projects Fund Policy](#)

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Actions:

1. Adopt the new *Capital Projects Fund Policy* effective July 1, 2014.
2. Adopt the revised *Assigned Fund Balance Policy* effective July 1, 2014.
3. Re-name and/or re-define three of the existing capital projects funds (Communications & Information Systems; Vehicle Replacement; and Facilities Replacement) to more fully reflect the types of activities being accounted for in the funds.
4. Authorize a transfer from the Facilities Maintenance & Improvements Fund to a Capital Improvements Program line item in the General Fund totaling \$2,710,702 (beginning fund balance as of July 1, 2014) and the subsequent closure of the Facilities Maintenance & Improvements Fund. Increase Fiscal Year 2014/15 budgeted transfers in and out of both funds accordingly.
5. Establish an initial "assignment for the capital improvement program" within the General Fund in the amount of \$2,680,975, to be adjusted annually thereafter in accordance with the revised *Assigned Fund Balance Policy*.

B. Purchasing Regulations for Change Orders

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Approve the submitted changes to the Roles/Responsibilities/Authorities Matrix.

C. 2014 Urban Areas Security Initiative Grant Agreement to Transfer Property or Funds

Submitted by: Dave Thomas, Assistant Chief/Operations Department

Recommended Actions:

1. Approve and authorize the Fire Chief to execute the FY 2014 State Homeland Security Grant Program Agreement to accept and administer the UASI Grant.
2. Approve a FY 2014/15 Budget Adjustment in Fund 121 to increase revenue and appropriations by \$99,284 for the FY 2014 UASI Grant award.

END OF CONSENT CALENDAR**4. PUBLIC HEARING(S)**

No items.

CLOSED SESSION**CS1. CONFERENCE WITH LABOR NEGOTIATOR**

Chief Negotiators: Jeremy Hammond, Human Resources Director, and
Peter Brown, Liebert Cassidy Whitmore

Employee Organizations: Orange County Professional Firefighters Association,
Local 3631 and Orange County Fire Authority
Managers' Association

Authority: Government Code Section 54957.6

CS2. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION

Name of Case: Orange County Fire Authority and City of Irvine v All Persons
Interested in the Matter of the Validity of that Second Amendment to
Amended Joint Powers Authority

Case No.: Court of Appeal, Fourth Appellate District, Division Three – Appellate
Case No. G050687

Authority: Government Code Section 54956.9(d)(1)

CS3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 19682 Descartes, Lake Forest, CA 92610

Agency Negotiator: Lori Zeller, Assistant Chief/Business Services Department

Negotiating Parties: Foothill Muller, LLC

Under Negotiation: Price and Terms of Payment

Authority: Government Code Section 54956.8

CLOSED SESSION REPORT

5. DISCUSSION CALENDAR

A. Air Operations Program Enhancements: Staffing, Schedule and Safety Management System

Submitted by: Dave Thomas, Assistant Chief/Operations Department

<u>Recommended Actions:</u>	<u>Fiscal Impact</u>
1. Support the Fire Chief's recommendation to modify the current helicopter work schedule to a 24/7, three platoon schedule.	(\$6,054) annual savings
2. Direct staff to return to the Board of Directors for approval of a contract to construct sleeping accommodations in the existing hangar facility.	\$100,000 one-time cost
3. Approve a sole source contract with Argus-Prism for safety management systems software, training, and maintenance for a three-year term.	\$28,000 three-year cost
4. Authorize the addition of one Firefighter/Paramedic to the Air Operations Helicopter Program during weekends only, for a six-month trial period.	\$65,652 six-month trial
5. Direct staff to include these changes in the FY 2014/15 mid-year budget adjustments that will be submitted to the Board of Directors in March.	
Total Request (facility, software, FF/PM trial)	\$187,598

B. Orange County Employees Retirement System (OCERS) Pension Plan Opt Out Regulation

Submitted by: Dave Kendig, General Counsel

Recommended Actions:

1. Make OCERS regulation on Waiver of Membership applicable to employees of OCFA, allowing any eligible employee of OCFA to waive membership in the OCERS that he/she is entitled to by virtue of employment with OCFA in an OCERS-covered position and upon meeting the requirements of the OCERS regulation.
2. Approve and authorize the Fire Chief or his designee to sign the OCERS Employer's Concurrence Waiver of Membership Form.
3. Approve and authorize the Human Resources Department to provide the OCERS Waiver of Membership Form to all newly-hired employees, to determine whether an employee electing to waive membership is eligible to participate in state or federal programs providing retirement benefits and to ensure the necessary steps are taken to enroll the employee in any such program.

C. Urban Search and Rescue Warehouse

Submitted by: Dave Thomas, Assistant Chief/Operations Department

Recommended Actions:

1. Approve and authorize the Fire Chief or his designee to issue a Letter of Intent to enter escrow and place a \$100,000 refundable deposit into escrow for the purchase of an Urban Search & Rescue (US&R) warehouse.

2. Direct the Fire Chief or his designee to complete due-diligence reviews during the escrow period, including consideration of any CEQA requirements, completion of a property appraisal, title report, and identification of any facility improvements that will be needed to ensure proper function of the facility as a US&R warehouse.
3. Direct staff to return to the Board of Directors in March 2015 for approval of a Purchase Agreement and any necessary budget adjustments for completion of the purchase.

BOARD MEMBER COMMENTS

ADJOURNMENT - The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for March 26, 2015, at 6:00 p.m.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Fire Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 19th day of February 2015.

Sherry A.F. Wentz, CMC
Clerk of the Authority

UPCOMING MEETINGS:

Human Resources Committee Meeting	Tuesday, March 3, 2015, 12:00 noon
Budget and Finance Committee Meeting	Wednesday, March 11, 2015, 12:00 noon
Claims Settlement Committee Meeting	Thursday, March 19, 2015, 5:30 p.m.
Executive Committee Meeting	Thursday, March 19, 2015, 6:00 p.m.



ORANGE COUNTY FIRE AUTHORITY

SUPPLEMENTAL AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Thursday, February 26, 2015

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The following item is added to the above stated agenda in the location noted below. This item is posted in conformance with the Brown Act and is to be considered as part of the regular agenda.

3. CONSENT CALENDAR

D. Blanket Order Contract Renewals – Service Center

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to renew, increase and extend the blanket orders as recommended for LN Curtis & Sons, Compressed Air Specialties, and Allstar Fire Equipment contracts for up to three additional years.

E. Blanket Order Contract Renewal – Purchasing

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to renew and extend the blanket order with Planet Bids for up to three additional years for a not to exceed aggregate amount of \$64,735.

F. Blanket Order Contract Increase and Renewal – Air Operations

Submitted by: Dave Thomas, Assistant Chief/Operations Department

Recommended Action:

Approve and authorize the Purchasing Manager to increase the blanket order for Jet-A fuel with Defense Finance and Accounting Services by \$60,000 and authorize staff to exercise up to three annual renewal options through January 9, 2018, at \$200,000 annually.

G. Blanket Order Contract Renewals – Property Management

Submitted by: Mike Schroeder, Assistant Chief/Support Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to renew and extend the blanket orders as recommended for Riddle Appliance, Fire Station Outfitters, and Mitsubishi Electric & Electronics USA contracts for up to three additional years.

H. Blanket Order Contract Increases and Renewals – Fleet Services

Submitted by: Mike Schroeder, Assistant Chief/Support Services Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to increase the blanket order with Parkhouse Tire, Inc. by \$50,000 for a total not to exceed amount of \$308,700 annually and extend the contract for up to two additional years.
2. Approve and authorize the Purchasing Manager to renew the final blanket order contract renewal with Valley Power Systems in the amount not to exceed \$100,000.
3. Approve and authorize the Purchasing Manager to renew the blanket order contracts for Ford repair services and parts with Worthington Ford, Elite Automotive Services, and Tuttle Click Capistrano Ford for up to three additional years; and authorize the Purchasing Manager to redistribute or adjust funding between the three contracts as requested by the department so long as the aggregate amount does not exceed \$100,000 annually.

I. Sole Source Blanket Order Contract Renewals – Information Technology

Submitted by: Mike Schroeder, Assistant Chief/Support Services Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to renew and adjust the sole source blanket order to extend the sole source contract with ESRI for three additional years for a not to exceed amount of \$75,000 annually.
2. Approve and authorize the Purchasing Manager to renew and adjust the sole source blanket order to extend the sole source contract with Deccan for up to three years at an initial cost of \$29,882 and subject to a one-time 7% increase for the contract year of May 1, 2016, through April 30, 2017.

3. Approve and authorize the Purchasing Manager to renew and adjust the sole source blanket order to extend the sole source contract with Hospital Association of Southern California to extend this sole source contract for three additional years for a not to exceed amount of \$3,910 annually.

J. Award of Bid RO1999 - Dell Network Storage Hardware

Submitted by: Mike Schroeder, Assistant Chief/Support Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to issue a purchase order to Dell, Inc. in the amount of \$152,854.28 (including tax and shipping) for the purchase of network storage hardware.

K. Temporary Contract Extension Request – Security Guard Services for the Regional Fire Operations and Training Center

Submitted by: Jeremy Hammond, Human Resources Director

Recommended Action:

Approve and authorize the Purchasing Manager to extend the blanket order terms with Universal Protection Services (BO1283) for two additional months through June 30, 2015.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Supplemental Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 20th day of February 2015.

Sherry A.F. Wentz, CMC
Clerk of the Authority