

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Executive Committee Regular Meeting
Thursday, June 18, 2015
6:00 P.M.

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

CALL TO ORDER

Chair Murray called the regular meeting of the Orange County Fire Authority Executive Committee to order at 6:00 p.m. on June 18, 2015.

INVOCATION

Director Spitzer offered the invocation.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Noel Hatch, Laguna Woods
Gene Hernandez, Yorba Linda
Jeffrey Lalloway, Irvine
Al Murray, Tustin
David Shawver, Stanton
Todd Spitzer, County of Orange
Elizabeth Swift, Buena Park

Absent: Jerry McCloskey, Laguna Niguel

Also present were:

Fire Chief Jeff Bowman
Assistant Chief Lori Zeller
Assistant Chief Lori Smith
Assistant Chief Brian Young
General Counsel David Kendig

Assistant Chief Dave Thomas
Assistant Chief Mike Schroeder
Director of Communications Sandy Cooney
Human Resources Director Jeremy Hammond
Clerk of the Authority Sherry Wentz

1. PRESENTATIONS

No items.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR (F: 12.02A6)

Budget and Finance Vice Chair Swift reported on behalf of Committee Chair McCloskey, that the Budget and Finance Committee did not meet in the month of June; therefore, there is nothing to report at this time.

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR (F: 12.02A6)

Human Resources Chair Shawver reported at its June 2, 2015, meeting, the Committee was presented an overview of the Healthy Workplace Healthy Family Act and voted to direct staff to prepare an amendment to the Personnel and Salary Resolution to implement the provisions of the Healthy Workplace Healthy Family Act for consideration by the Board of Directors. The Committee also voted unanimously to direct staff to prepare and present a job description for the Assistant Chief of Organizational Planning with a corresponding salary range at the Executive Committee meeting of June 18, 2015, for its review and approval. Lastly, the Committee received updates on the development of the Professional Standards Unit, staffing changes for Fiscal Year 2015/16, and the current Firefighter Academy recruitment.

PUBLIC COMMENTS (F: 12.02B3)

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

2. MINUTES

A. Minutes from the May 21, 2015, Regular Executive Committee Meeting (F: 12.02B2)

On motion of Director Shawver and second by Director Hatch, the Executive Committee voted unanimously to approve regular Executive Committee minutes as submitted. Director Lalloway was absent for the vote.

Director Lalloway arrived at this point (6:09 p.m.)

3. CONSENT CALENDAR

A. Monthly Investment Reports (F: 11.10D2)

On motion of Vice Chair Hernandez and second by Director Shawver, the Executive Committee voted unanimously by those present to receive and file the reports.

B. Award of RFP JA2002 – Uniforms and Accessories (F: 19.12)

On motion of Vice Chair Hernandez and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to establish a three-year blanket order contract with Keystone Uniforms for an aggregate amount not to exceed \$2,700,000 (\$900,000 annually).

C. Annual Renewal of Aviation Insurance (F: 18.10A1)

On motion of Vice Chair Hernandez and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Fire Chief, or his designee, to bind the aviation insurance coverage with AIG for the policy period June 30, 2015, to June 30, 2016, with a premium amount of \$152,522.

D. FAIRA General Liability Insurance Program (F: 18.10A4)

On motion of Vice Chair Hernandez and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Fire Chief, or his designee, to approve renewal of the General Liability Program insurance coverage with FAIRA for the policy period July 1, 2015, to July 1, 2016, for a premium amount of \$866,551.

E. Annual Renewal of California State Association of Counties Excess Insurance Authority (CSAC-EIA) Workers' Compensation Excess Insurance (F: 18.10A2b1)

This item was pulled by staff to defer it to a future Executive Committee meeting.

F. Creation of New Job Classification (F: 17.18)

This item was pulled by staff to defer it to a future Executive Committee meeting.

Director Spitzer requested clarification on the development of this position be included in the staff report upon its return to the Committee for its consideration.

G. Award of RFP # DC2011 – Security Guard Services (F: 19.07B2)

On motion of Vice Chair Hernandez and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Fire Chief to sign the Professional Services Agreement for a three-year contract with Universal Protection Service, LP for an aggregate not to exceed total of \$458,679.12 (Year 1: \$151,842.40; Year 2: \$152,892.48; Year 3: 153,944.24).

H. Sole Source Purchase Order - Fire Station 57 Alerting System Replacement
(F: 19.07C) (X: 19.07C57)

On motion of Vice Chair Hernandez and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to issue a sole source purchase order contract to Westnet, Inc. for an amount not to exceed \$48,527.90 to upgrade and replace the existing fire station alerting system controllers, speakers, lights, and other components at Fire Station 57 (Aliso Viejo).

I. Award of Contract - Microsoft Enterprise License Agreement (F: 19.08A2a)

On motion of Vice Chair Hernandez and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to establish a three-year blanket order contract to purchase a Microsoft Enterprise License Agreement from PCMG, Inc. for an aggregate not to exceed total of \$973,577.82 (Year 1: \$324,525.94; Year 2: \$324,525.94; Year 3: \$324,525.94).

4. DISCUSSION CALENDAR

A. Legislative Update AB 1217 (F: 11.10F1)

Director of Communications Sandy Cooney deferred to Chair Murray who provided an update on Assembly Bill 1217.

Stephen Wontrobski, Mission Viejo resident, spoke in opposition to AB 1217 summarizing his point from his letter of concern. (Letter is on file in the Office of the Clerk.)

On motion of Director Hatch and second by Vice Chair Hernandez, the Executive Committee voted unanimously by those present to receive the oral update of AB 1217, and consider formation of an exploratory group of Directors to review greater efficiency, governance, and transparency with the OCFA's Board and various committees.

COMMITTEE MEMBER COMMENTS (F: 12.02A4)

Director Spitzer addressed the need for effective hard-hitting drowning prevention public service announcements.

Chief Bowman presented the Executive Committee with a sampling of video clips for an upcoming drowning prevention campaign to heighten awareness and reduce preventable drowning.

Vice Chair Hernandez thanked staff for tackling a horrific fire that occurred in the City of Yorba Linda, with the result of no loss of life.

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Director Lalloway addressed the number of drownings that have occurred in Orange County and the need for a strong public awareness campaign.

Director Swift commented on drowning prevention and summarized several types of professions who would be able to assist in getting out the safety message to the public.

CLOSED SESSION

No items.

ADJOURNMENT – Chair Murray adjourned the meeting at 7:21 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, July 16, 2015, at 6:00 p.m.



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