



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

Pursuant to the Brown Act, this meeting also constitutes a meeting of the Board of Directors.

### EXECUTIVE COMMITTEE

### REGULAR MEETING

Thursday, October 15, 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 Executive Committee 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 Executive Committee, 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 Committee. 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 Duncan McColl

**PLEDGE OF ALLEGIANCE** by Director Gamble

### **ROLL CALL**

## 1. PRESENTATIONS

No items.

## REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR

## REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR

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

The Agenda and Minutes are now available through the Internet at [www.ocfa.org](http://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 Executive Committee meeting.

## 2. MINUTES

### A. [Minutes from the September 17, 2015, Regular Executive Committee Meeting](#)

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

## 3. 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. [Monthly Investment Reports](#)

Submitted by: Patricia Jakubiak, Treasurer

**Budget and Finance Committee's Recommendation: To be reported at meeting**

Recommended Action:

Receive and file the reports.

### B. [Fourth Quarter Financial Newsletter](#)

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

**Budget and Finance Committee's Recommendation: To be reported at meeting**

Recommended Action:

Receive and file the report.

**C. Quarterly Change Order Report**

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

**Budget and Finance Committee's Recommendation: *To be reported at meeting***

Recommended Actions:

1. Receive and file the quarterly report.
2. Approve and authorize the Purchasing Manager to renew four blanket order contracts for heavy duty vehicle parts with Romaine Electric, Stommel dba Lehr Auto, Code 3, and Wattco for three years and add/redistribute funds to the contracts as needed, so long as the annual value does not exceed \$100,000 for the four contracts combined.
3. Approve and authorize the Purchasing Manager to renew the blanket order contract for light duty vehicle parts with One Stop Parts Source for three years at \$50,000 annually.

**D. Blanket Order Contract Extension - Internal Affairs Connections, Inc.**

Submitted by: Jeremy Hammond, Human Resources Director

Recommended Action:

Approve and authorize the Purchasing Manager to increase and extend the blanket order with Internal Affairs Connections, Inc., including an increase of \$50,000 to B01320-4 for background investigations, to cover costs on a month-to-month basis through January 30, 2016.

**E. 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, extend, and increase the blanket orders for David Wheeler Pest Control, O'Connell Landscape Maintenance, and DMS Facilities Maintenance contracts for up to three additional years as specified within this report.

**F. Blanket Order Contract Renewals – Information Technology**

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

Recommended Action:

1. Approve and authorize the Purchasing Manager to renew and increase sole source blanket order contracts with Zoll Data Systems, Inc. for the Orange County Fire Incident Reporting System, Deccan International for the Fire/EMS Computer Aided Dispatch analysis and planning software, and Geospatial Technology for software used by the Regional Automatic Vehicle system.
2. Approve and authorize the Purchasing Manager to renew the blanket order contracts with Citrix Online for web conferencing and training services, and with Leavitt Communications for pager repairs.

**END OF CONSENT CALENDAR**

**4. DISCUSSION CALENDAR**

**A. Replacements for Broker/Dealer List**

Submitted by: Patricia Jakubiak, Treasurer

**Budget and Finance Committee’s Recommendation:** *To be reported at meeting*

Recommended Actions:

Approve the addition of RBC Capital Markets, LLC and Wedbush Securities Inc. to the Broker/Dealer List, which already includes FTN Financial Securities Corp. and Raymond James Financial Services Inc., and authorize the List for a term of two years through October 31, 2017.

**COMMITTEE MEMBER COMMENTS**

**CLOSED SESSION**

No items.

**ADJOURNMENT** – The next regular meeting of the Executive Committee is scheduled for Thursday, November 19, 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, front gate public display case, and website 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 8<sup>th</sup> day of October 2015.

---

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

**UPCOMING MEETINGS:**

Board of Directors Special Meeting	Thursday, October 15, 2015, 6:30 p.m.
Board of Directors Meeting (Cancelled)	Thursday, October 22, 2015, 6:00 p.m.
Human Resources Committee Meeting	Tuesday, November 3, 2015, 12:00 noon
Budget and Finance Committee Meeting	Wednesday, November 4, 2015, 12:00 noon
Claims Settlement Committee Meeting	Thursday, November 19, 2015, 5:30 p.m.