

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Human Resources Committee Meeting
Tuesday, February 3, 2015
12:00 Noon

Regional Fire Operations and Training Center
Room AE117
1 Fire Authority Road
Irvine, CA 92602

CALL TO ORDER

The meeting of the Orange County Fire Authority Human Resources Committee (HRC) was called to order on February 3, 2015, at 12:05 p.m. by Chair Shawver.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Noel Hatch, Laguna Woods
Warren Kusumoto, Los Alamitos
Al Murray, Tustin
David Shawver, Stanton
Phillip Tsunoda, Aliso Viejo

Absent: Gene Hernandez, Yorba Linda

Also present were:

Fire Chief Jeff Bowman	Human Resources Director Jeremy Hammond
Assistant Chief Mike Schroeder	Assistant Chief Dave Thomas
Assistant Chief Brian Young	Assistant Chief Lori Zeller
Clerk of the Authority Sherry Wentz	Legal Counsel Barbara Raileanu

PUBLIC COMMENTS

Chair Shawver opened the Public Comments portion of the meeting. Hearing no response, Chair Shawver closed the Public Comments portion of the meeting.

ORIENTATION FOR NEW HUMAN RESOURCES COMMITTEE MEMBERS

Human Resources (HR) Director Jeremy Hammond stated the orientation would be deferred to the next scheduled meeting when all new members of the Human Resources Committee were present.

1. MINUTES

A. Minutes for the October 7, 2014, Human Resources Committee Meeting (F: 12.02D2)

On motion of Director Murray and second by Director Hatch, the Committee voted to approve the Minutes from the October 7, 2014, regular meeting as submitted. Director Tsunoda was absent for the vote.

2. CONSENT CALENDAR

No items.

3. DISCUSSION CALENDAR

A. Battalion Chief Recruitment Process (F: 17.14)

Human Resources Director Jeremy Hammond introduced Employee Relations Manager Brigitte Gibb who provided an overview of the Battalion Chief recruitment process.

Employee Relations Manager Brigitte Gibb introduced Senior Human Resources Analyst Duke Steppe who provided a PowerPoint presentation on the Battalion Chief recruitment process.

Director Tsunoda arrived at this point (12:12 p.m.)

The Committee received the oral report.

B. Quarterly Workers' Compensation Update (F: 18.10A2a)

HR Director Jeremy Hammond introduced Risk Management Analyst Rhonda Haynes who provided a report on the Quarterly Workers' Compensation Update.

The Committee received and filed the report.

C. Director Request for Preparation of Pension Report (F: 11.13A)

HR Director Jeremy Hammond requested direction from the Committee regarding Director Barnett's request for the preparation of pension report.

On motion of Director Hatch and second by Director Murray, the Committee voted unanimously to provide Director Barnett with a letter incorporating the following recommendations of the Committee:

- Provide additional information to Director Barnett regarding existing pension reports and identify those that are resources for specific pieces of information being requested.
- Refer Director Barnett to Legislative Analyst Jay Barkman, and Director of Communications Sandy Cooney, to identify legislative proposals that affect OCFA's pension programs.
- Arrange a meeting for Director Barnett at his request with OCERS' staff and/or actuary to further discuss details used in performance of annual actuarial studies.
- Recommend Director Barnett consider attending future meetings of the OCERS' Board of Retirement to gain additional information and insight into the function and administration of the existing pension programs.

HUMAN RESOURCES DIRECTOR'S COMMENTS (F: 12.02D6)

HR Director Jeremy Hammond provided a status on the Wellness and Fitness Program noting the report would be presented at the next HRC meeting. He reported that HR received an anonymous complaint on the Fraud Hotline that is currently being investigated, provided an updated OCFA organizational chart, provided an update on the status of the automated performance evaluation system, current HR vacancies, HR operations workgroups, recruitment processes, and forthcoming policy updates, and current Requests for Proposals.

Chair Shawver requested a report on various wellness equipment and inclusion of employee names on future organizational charts.

LEGAL COUNSEL'S COMMENTS (F: 12.02D7)

Assistant General Counsel Barbara Raileanu had no report.

COMMITTEE MEMBER COMMENTS (F: 12.02D4)

Director Murray thanked staff for attending the Best and Bravest Awards Ceremony. He also suggested staff look into the benefits of yoga for an exercise program.

Director Tsunoda left at this point (1:48 p.m.)

CLOSED SESSION (F: 12.02D5)

Chair Shawver reported the Committee would be convening to Closed Session to consider the matter on the Agenda identified as CS1, Conference with Legal Counsel-Anticipated Litigation.

Chair Shawver recessed the meeting to Closed Session at 1:50 p.m.

CS1. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

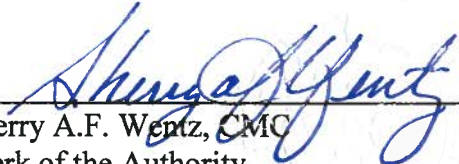
Authority: Government Code Section 54956.9(b) – Significant Exposure to Litigation (6 cases)

Chair Shawver reconvened the meeting at 2:07 p.m., with Director Tsunoda absent.

CLOSED SESSION REPORT (F: 12.02D5)

Assistant General Counsel Barbara Raileanu indicated the Committee had taken no reportable actions.

ADJOURNMENT - Chair Shawver adjourned the meeting at 2:08 p.m. The next regular meeting of the Human Resources Committee is scheduled for Tuesday, March 3, 2015, at 12:00 noon.



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