

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Executive Committee Regular Meeting
Thursday, July 28, 2016
5:30 P.M.

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

CALL TO ORDER

Chair Hernandez called the regular meeting of the Orange County Fire Authority Executive Committee to order at 6:39 p.m. on July 28, 2016.

INVOCATION

Senior Chaplain Dave Keehn offered the invocation.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Carol Gamble, Rancho Santa Margarita
Noel Hatch, Laguna Woods
Gene Hernandez, Yorba Linda
Jeffrey Lalloway, Irvine
Al Murray, Tustin
Ed Sachs, Mission Viejo
David Shawver, Stanton
Elizabeth Swift, Buena Park
Todd Spitzer, County of Orange

Absent: None

Also present were:

Fire Chief Jeff Bowman	Assistant Chief Lori Zeller
Assistant Chief Mike Schroeder	Assistant Chief Brian Young
General Counsel David Kendig	Communications Director Sandy Cooney
Assistant Chief Dave Thomas	Assistant Clerk Martha Halvorson

1. PRESENTATIONS

No items.

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

Budget and Finance Committee Chair Ed Sachs reported at its July 13, 2016, meeting, the Committee received and filed the Quarterly Status Update Orange County Employees' Retirement System, and voted unanimously to send the Monthly Investment Reports to the Executive Committee to receive and file the reports. In connection with the presentation of the Monthly Investment Reports, Orange County Treasurer Shari Freidenrich provided an overview of the Orange County Investment Pool. The Committee voted unanimously to send the Updated Cost Reimbursement Rates and the Emergency Command Center Staffing Enhancements Funded by CAL FIRE to the Board of Directors for approval. Chair Sachs concluded his report with the announcement of his recent appointment as Committee Chair.

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

Human Resources Chair Shawver reported at its July 5, 2016, meeting, the Committee received and filed both the Quarterly Human Resources Project Update and the Professional Standards Unit Progress Report. The Committee discussed and voted unanimously to send the consideration of the Award of RFP #JA2059 Internal Affairs Investigative Services to the Executive Committee with the recommendation for its approval, and the Policy for Investigating Complaints, Allegations, and Observations of Employee Misconduct to the Executive Committee to receive and file the report.

REPORT FROM THE FIRE CHIEF (F: 12.02A7)

Fire Chief Jeff Bowman introduced Assistant Chief Brian Young who provided an overview and update on the Professional Standards Unit with a brief PowerPoint presentation.

PUBLIC COMMENTS (F: 12.02A3)

Chair Hernandez opened the Public Comments portion of the meeting. Chair Hernandez closed the Public Comments portion of the meeting without any statements from the public.

2. MINUTES

A. Minutes from the June 23, 2016, Regular Executive Committee Meeting (F: 12.02A2)

Director Spitzer noted that on Page 4 Item 3H the item's motion referenced "the Board of Directors" when it should be "the Executive Committee."

On motion of Director Murray and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to approve the Minutes of the June 23, 2016, meeting, as amended. Directors Lalloway, Sachs, and Spitzer were recorded as abstentions due to their absence from the meeting.

3. CONSENT CALENDAR (Agenda Item No. 3C was pulled for separate consideration)

A. Monthly Investment Reports (F: 11.10D2)

On motion of Director Lalloway and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to receive and file the reports as submitted.

B. Purchase Order Extended Warranty and On-Site Service Contract with Zoll Medical Corporation (F: 19.09D1)

On motion of Director Lalloway and second by Vice Chair Swift, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to issue a purchase order to Zoll Medical Corporation for the sole source purchase of a nine month extended warranty contract on our existing Zoll E-Series monitor/defibrillators in the amount of \$70,875.

C. Legislative Review (F: 11.10F1)

Director Lalloway pulled this item from the Consent Calendar to commend the Orange County Task Force on Drowning Prevention. He commented that the Task Force's efforts should be directed towards educating the public and not focused on legislation; he spoke in opposition to mandating costs for public safety.

Discussion ensued concerning impacts of legislation on the public including imposing additional costs and/or taxes on pool ownership.

On motion of Director Murray and second by Director Lalloway, the Executive Committee voted unanimously by those present to pull the item and to bring back for consideration at a future meeting.

4. DISCUSSION CALENDAR

A. Investigating Complaints, Allegations, and Observations of Employee Misconduct Procedure Update (F: 11.10P) (X: 17.27)

Assistant Chief Brian Young reviewed the procedure for investigating complaints, allegations, and employee misconduct standards.

On motion of Director Shawver and second by Director Murray, the Executive Committee voted unanimously by those present to receive and file the report as submitted.

B. Award of RFP #JA2059 Internal Affairs Investigative Services (F: 17.25)

Assistant Chief Brian Young presented the staff report regarding the Award of RFP #JA2059 Internal Affairs Investigative Services.

On motion of Chair Hernandez and second by Director Sachs, the Executive Committee voted unanimously by those present to:

1. Approve and authorize the Fire Chief to sign two Professional Services Agreements for internal affairs investigative services; one with Van Dermynen Maddux Investigations Law Firm (VDM), and the other with Sintra Group; each with an initial one-year term in the amount of \$50,000 to be paid as services are provided.
2. Authorize the Purchasing Manager to redistribute or adjust the funding between the two firms as requested by the department so long as the aggregate amount does not exceed \$100,000 in a one-year period.
3. Approve and authorize the Purchasing Manager to extend each of the contracts for up to two additional one-year extensions without further Board approval so long as the aggregate amount of the two contracts does not exceed \$100,000 in any one-year period, the contract services are still required, and the contract performance meets expectations.

COMMITTEE MEMBER COMMENTS (F: 12.02.A4)

Director Sachs commented it appears from the selection of firms for the award of the investigative services, there were few RFP's submitted from Orange County businesses. Employee Relations Manager Brigette Gibb reported the most qualified and responsive to the RFP were considered; all qualified regional companies are always encouraged to respond.

PUBLIC COMMENTS – CLOSED SESSION (F: 12.02A3)

Chair Hernandez opened the Public Comments portion of the meeting. Chair Hernandez closed the Public Comments portion of the meeting without any statements from the public.

CLOSED SESSION (F: 12.02A5)

General Counsel David Kendig reported the Executive Committee would be convening to Closed Session to consider the matter on the Agenda identified as CS1, Public Employee Performance Evaluation.

Chair Hernandez recessed the meeting to Closed Session at 6:21 p.m.

CS1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Position: Fire Chief

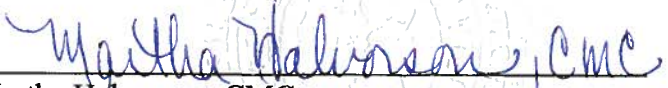
Authority: Government Code Section 54957

Chair Hernandez reconvened the meeting at 6:36 p.m.

CLOSED SESSION REPORT (F: 12.02A5)

General Counsel David Kendig stated there was no reportable action.

ADJOURNMENT – Chair Hernandez adjourned the meeting at 6:39 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, August 25, 2016, at 5:30 p.m.



Martha Halvorson, CMC
Assistant Clerk of the Authority