

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Human Resources Committee Regular Meeting
Tuesday, July 5, 2016
12:00 PM

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

CALL TO ORDER

The regular meeting of the Orange County Fire Authority Human Resources Committee was called to order on July 5, 2016, at 12:00 p.m. by Chair Shawver.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Gene Hernandez, Yorba Linda
Al Murray, Tustin
David Shawver, Stanton
Phil Tsunoda, Aliso Viejo

Absent: Noel Hatch, Laguna Woods

Also present were:

Fire Chief Jeff Bowman	Assistant Chief Michael Schroeder
Assistant Chief Lori Smith	Assistant Chief Lori Zeller
Assistant Chief Dave Thomas	Legal Counsel Barbara Raileanu
Clerk of the Authority Sherry Wentz	Director of Communications Sandy Cooney

PUBLIC COMMENTS

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

1. PRESENTATIONS

No items.

2. MINUTES

A. Minutes from the May 3, 2016, Regular Human Resources Committee Meeting (F:12.02D2)

On motion of Director Murray and second by Director Tsunoda, the Committee voted unanimously by those present to approve the Minutes of the May 3, 2016, Regular meeting as submitted.

3. CONSENT CALENDAR

A. Quarterly Human Resources Project Update (F: 12.02D8)

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

4. DISCUSSION CALENDAR

A. Professional Standards Unit Progress Report (F: 17.27)

On behalf of Interim Human Resources (HR) Director Brian Young, Employee Relations Manager Brigitte Gibb presented the Professional Standards Unit Progress report.

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

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

On behalf of Interim HR Director Brian Young, Employee Relations Manager Brigitte Gibb presented the Award of RFP #JA2059 Internal Affairs Investigative Services staff report.

On motion of Director Murray and second by Director Hernandez, the Committee voted unanimously by those present to review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of July 28, 2016, with the Human Resources Committee's recommendation that the Executive Committee:

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.

C. Policy for Investigating Complaints, Allegations, and Observations of Employee Misconduct (F: 11.10P) (X: 17.27)

Employee Relations Manager Brigitte Gibb presented an overview of the policy.

On motion of Director Hernandez and second by Director Murray, the Committee voted unanimously by those present to review the investigations policy and direct staff to place the item on the agenda for the Executive Committee meeting of July 28, 2016, with the Human Resources Committee's recommendation to receive and file the report.

INTERIM HUMAN RESOURCES DIRECTOR'S REPORT (F: 12.02D6)

Employee Relations Manager Brigitte Gibb provided updates on the recruitments for sworn and non-sworn personnel and the upcoming fire academies.

LEGAL COUNSEL'S COMMENTS (F: 12.02D7)

Legal Counsel Barbara Raileanu offered no report.

COMMITTEE MEMBER COMMENTS (F: 12.02D4)

Director Murray complimented OCFA staff and thanked Fire Chief Jeff Bowman and Director of Communications Sandy Cooney for their input to the recent press conference held by the Orange County Task Force on Drowning Prevention.

Chair Shawver suggested a need for guidelines for all Board of Director members, and requested a list for base salaries for firefighters.

Director Tsunoda sent wishes of a speedy recovery to Committee Member Noel Hatch.

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 12:57 p.m.

CS1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

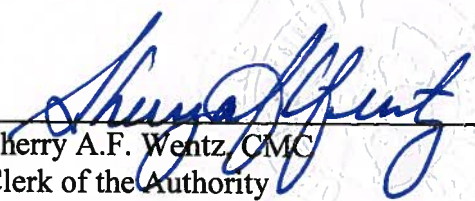
Authority: Government Code Section 54956.9(b) – Significant Exposure to Litigation
(29 cases)

Chair Shawver reconvened the meeting at 1:28 p.m.

CLOSED SESSION REPORT (F: 12.02D5)

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

ADJOURNMENT - Chair Shawver adjourned the meeting at 1:29 p.m. The next regular meeting of the Human Resources Committee is scheduled for Tuesday, October 4, 2016, at 12:00 noon.



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