

# MINUTES

## ORANGE COUNTY FIRE AUTHORITY

**Human Resources Committee Regular Meeting**  
**Tuesday, October 4, 2016**  
**12:00 Noon**

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

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### CALL TO ORDER

A regular meeting of the Orange County Fire Authority Human Resources Committee was called to order on October 4, 2016, at 12:00 p.m. by Chair Shawver.

### PLEDGE OF ALLEGIANCE

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

### ROLL CALL

**Present:** Laurie Davies, Laguna Niguel  
Noel Hatch, Laguna Woods  
Gene Hernandez, Yorba Linda  
Rob Johnson, Cypress  
Al Murray, Tustin  
David Shawver, Stanton  
Phil Tsunoda, Aliso Viejo

**Absent:** None

### Also present were:

Fire Chief Jeff Bowman  
Assistant Chief Lori Zeller  
Assistant Chief Mike Schroeder  
Clerk of the Authority Sherry Wentz

Assistant Chief David Thomas  
Communications Director Sandy Cooney  
Legal Counsel Barbara Raileanu  
Employee Relations Manager Brigette Gibb

## **1. PRESENTATIONS**

No items.

Chair Shawver introduced newly appointed Committee Directors Davies and Johnson.

## **PUBLIC COMMENTS (F: 12.02D3)**

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

## **2. MINUTES**

### **A. Minutes for the July 5, 2016, Regular Human Resources Committee Meeting (F: 12.02D2)**

On motion of Director Murray and second by Director Hernandez, the Committee voted unanimously by those present to approve the Minutes of the July 5, 2016, Regular Human Resources Committee meeting as submitted. Directors Davies, Hatch, and Johnson were recorded as abstentions due to their absence from the meeting.

## **3. CONSENT CALENDAR**

### **A. Workers' Compensation Program Update (F: 18.10A2c)**

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

### **B. Quarterly Human Resources Project Update (F: 12.02D8)**

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

### **C. Environmental Health and Safety Specialist Classification (F: 17.18)**

On motion of Director Hernandez and second by Director Davies, the Committee voted unanimously by those present to review the agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of October 27, 2016, with the Human Resources Committee's recommendation that the Executive Committee approve the new Environmental Health and Safety Specialist classification and corresponding salary range.

#### **4. DISCUSSION CALENDAR**

##### **A. Board Member Classification (F: 17.18B)**

Employee Relations Manager Brigette Gibb presented the Board Member Classification.

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

##### **B. Professional Standards Unit Update (F: 17.27)**

Employee Relations Manager Brigette Gibb presented a PowerPoint presentation for the Professional Standards Unit Update.

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

#### **HUMAN RESOURCES DIRECTOR'S COMMENTS (F: 12.02D4)**

Employee Relations Manager Brigette Gibbs provided an update on the Human Resources Director recruitment.

#### **LEGAL COUNSEL'S COMMENTS (F: 12.02D7)**

Legal Counsel Barbara Raileanu offered no comments.

#### **COMMITTEE MEMBER COMMENTS (F: 12.02D4)**

Director Hatch commented on the 1.8 million people who are served by OCFA.

Director Johnson welcomed new fellow committee member Director Davies and commented that he looks forward to serving on the committee.

Director Murray thanked Employee Relations Manager Brigette Gibbs and staff for their diligence on the Professional Standards Unit.

Chair Shawver noted a scheduled installation of smoke detectors coming up in the city of Stanton.

**CLOSED SESSION (F: 12.02D5)**

Counsel Barbara Raileanu 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 12:51 p.m.

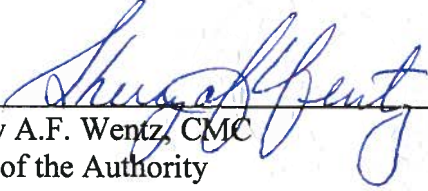
**CS1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
Authority: government Code Section 54956.9(b) – Significant Exposure to Litigation  
(27 cases)

Chair Shawver reconvened the meeting at 1:30 p.m.

**CLOSED SESSION REPORT (F: 12.02D5)**

Legal Counsel Barbara Raileanu stated there was no reportable action.

**ADJOURNMENT** – Chair Shawver adjourned the meeting at 1:32 p.m. The next regular meeting of the Human Resources Committee is January 3, 2017, at 12:00 noon.

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