

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Human Resources Committee Meeting
Tuesday, February 6, 2018
12:00 Noon

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

CALL TO ORDER

A meeting of the Orange County Fire Authority Human Resources Committee was called to order on February 6, 2018, at 12:02 p.m. by Chair Hatch.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Laurie Davies, Laguna Niguel
Noel Hatch, Laguna Woods
Rob Johnson, Cypress
David Shawver, Stanton

Absent: Al Murray, Tustin
Gene Hernandez, Yorba Linda

Also present were:

Interim Fire Chief McIntosh
Assistant Chief Lori Zeller
Assistant Chief Dave Anderson
Human Resources Director Brigitte Gibb
Clerk of the Authority Sherry Wentz

Assistant Chief Brian Young
Assistant Chief Lori Smith
Assistant Chief Mike Schroeder
Legal Counsel Barbara Raileanu

PUBLIC COMMENTS (F: 12.02D3)

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

1. PRESENTATIONS

A. Employment Law Update (F: 12.02D9)

Human Resources Director Brigette Gibb presented a PowerPoint presentation update on California Employment Law Update.

B. Staffing/Forced Overtime (F: 15.11)

Human Resources Director Brigette Gibb presented a PowerPoint presentation on Staffing/Forced Overtime.

2. MINUTES

A. Minutes from the December 19, 2017, Regular Human Resources Committee Special Meeting (F: 12.02D2)

On motion of Director Johnson and second by Director Davies, the Human Resources Committee voted unanimously by those present to approve the Minutes of the December 19, 2017, Human Resources Committee Special Meeting as submitted.

3. CONSENT CALENDAR

A. Award of RFP DC2201 Psychological Assessment Services (F: 17.30)

On motion of Director Shawver and second by Director Johnson, the Human Resources 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 February 22, 2018, with the Human Resources Committee's recommendation that the Executive Committee receive and file the report.

B. FY 2017/18 Human Resources Domain Objectives – Second Quarter Update (F: 12.02D8)

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

4. DISCUSSION CALENDAR

A. Award of RFP SC2194 Firefighter Wellness & Fitness (WEFIT) Services and RFP DC2192 for Occupational Medical Services. (F: 17.17A) (F: 17.26)

Human Resources Risk Manager Jonathan Wilby provided an overview of the Firefighter WEFIT and Occupational Medical Services contracts.

On motion of Director Shawver and second by Director Johnson, the Human Resources Committee voted unanimously by those present to direct staff to place the item on the agenda for the Board of Directors meeting of March 22, 2018, with the Human Resources Committee's recommendations:

1. Approve award of RFP SC2194 to Hoag Executive Health and authorize the Purchasing Manager to sign the proposed Professional Services Agreement for WEFIT services for a three-year term in an amount not to exceed \$1,678,437 (\$559,479 annually).
2. Approve award of RFP DC2192 to UCI and authorize the Purchasing Manager to execute a professional services agreement for occupational medical services for a three-year term in an amount not to exceed \$900,000 (\$300,000 annually).
3. Approve and authorize the Purchasing Manager to execute the two optional one-year renewals for each contract, provided that pricing remains the same.

B. Policy for Processing Complaints Against the Fire Chief (F: 11.10P)

Human Resources Director Brigette Gibb introduced Legal Counsel Barbara Raileanu who provided an overview of the proposed Policy for Processing Complaints Against the Fire Chief.

On motion of Director Johnson and second by Director Davies, the Human Resources Committee voted unanimously by those present to direct staff to place the item on the agenda for the Board of Directors meeting of March 22, 2018, with the Human Resources Committee's recommendation that the Board adopt the policy as submitted.

ELECTION OF HUMAN RESOURCES COMMITTEE CHAIR AND VICE CHAIR (F: 12.02D1)

Chair Hatch opened the nominations for Chair of the Human Resources Committee.

On motion by Chair Hatch nominated Director Murray with a second by Director Davies.

On motion by Director Shawver and second by Director Johnson, the nominations for Human Resources Committee Chair were closed.

The Committee acclaimed Director Murray as Chair for the ensuing term.

In Director Murray's absence, Chair Hatch opened the nominations for Vice Chair of the Human Resources Committee.

Director Davies nominated Director Johnson with a second by Director Shawver.

On motion by Director Shawver and second by Director Davies, the nominations for Vice Chair of the Human Resources Committee were closed.

The Committee acclaimed Director Johnson as Vice Chair for the ensuing term.

COMMENTS

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

Human Resources Director Brigette Gibb introduced Tia Grasso, as a new Human Resources Manager.

COMMITTEE MEMBER COMMENTS (F: 12.02D4)

Directors Johnson, Shawver, and Davies thanked Chair Hatch for his term as Chair of the Human Resources Committee.

CLOSED SESSION (F: 12.02D5)

General Counsel Barbara Raileanu reported the Human Resources Committee would be convening to Closed Session to consider the matter on the Agenda identified as CS1, Conference with Legal Counsel-Anticipated Litigation.

CS1. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Authority: Government Code Section 54956.9(b) – Significant Exposure to Litigation
(38 Cases)

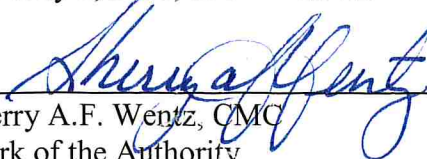
Chair Hatch recessed the meeting to Closed Session at 1:30 p.m.

Chair Hatch reconvened the meeting from Closed Session at 1:35 p.m., with all members present.

CLOSED SESSION REPORT (F: 12.02D5)

Legal Counsel Barbara Raileanu stated there were no reportable actions.

ADJOURNMENT – Chair Hatch adjourned the meeting at 1:36 p.m. The next regular meeting of the Human Resources Committee will be held May 1, 2018, at 12:00 noon.



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