

MINUTES ORANGE COUNTY FIRE AUTHORITY

**Executive Committee Regular Meeting
Thursday, May 23, 2019
5:30 P.M.**

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

CALL TO ORDER

Chair Muller called the regular meeting of the Orange County Fire Authority Executive Committee to order at 5:30 p.m. on May 23, 2019.

INVOCATION

Chaplain Emily McColl offered the invocation.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Lisa Bartlett, County of Orange
Shelley Hasselbrink, Los Alamitos
Noel Hatch, Laguna Woods
Gene Hernandez, Yorba Linda
Joe Muller, Dana Point
Ed Sachs, Mission Viejo
Dave Shawver, Stanton

Absent: Don Sedgwick, Laguna Hills
Tri Ta, Westminster

Also present were:

Fire Chief Brian Fennessy	Assistant Chief Randy Black
Deputy Chief Dave Anderson	Assistant Chief Robert Cortez
Deputy Chief Lori Zeller	Assistant Chief Jim Ruane
General Counsel David Kendig	Assistant Chief Lori Smith
Clerk of the Authority Sherry Wentz	Communications Director Colleen Windsor

1. PRESENTATIONS

No items.

REPORTS

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

Budget and Finance Committee Chair Hasselbrink reported at the May 8, 2019, meeting, the Committee voted unanimously to receive and file the RSG, Inc. Final Property Tax Revenue Projections, to send the Monthly Investment Reports and Third Quarter Financial Newsletter to the Executive Committee for approval, and to send the Updated Cost Reimbursement Rates and Review of the Fiscal Year 2019/20 Proposed Budget to the Board of Directors for approval of the recommended actions.

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

Human Resources Committee Member Hatch reported at the May 7, 2019, meeting, the Committee received and filed the updates on the Human Resources Director Executive Recruitment and the Garden Grove Transition of Employment. The Committee voted unanimously to authorize Contract Adjustments for Third Party Workers' Compensation Administration extending the contract with CorVel for insurance legacy claims for three years in an amount not to exceed \$30,000 (\$10,000 annually) and directing staff to return with additional information regarding the remaining portions of the proposed CorVel contract amendments to the next scheduled Human Resources Committee.

PUBLIC COMMENTS (F: 12.02A3)

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

2. MINUTES

A. Minutes from the April 25, 2019, Regular Executive Committee Meeting (F: 12.02A2)

On motion of Director Hernandez and second by Director Shawver, the Executive Committee voted unanimously by those present to approve the Minutes of the April 25, 2019, regular meeting as submitted.

3. CONSENT CALENDAR

A. Monthly Investment Reports (F: 11.10D2)

On motion of Director Hernandez and second by Director Shawver, the Executive Committee voted unanimously by those present to receive and file the reports.

B. Third Quarter Financial Newsletter (F: 15.07)

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

C. Fire Station Alerting System Replacement for Garden Grove Fire Stations 80-86 (F: 19.07I)

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

1. Approve and authorize the Purchasing Manager to issue a sole source contract to Westnet, Inc. to replace the fire station alerting system at Garden Grove Fire Stations 80–86 in the amount of \$124,777.09 and add a 10% contingency (\$12,478) to the contract for additional services that may be required during the replacement with the stipulation the Board Chair or Vice Chair are notified before commitment of any contingency funds.
2. Approve and authorize the Purchasing Manager to issue future sole source contracts with Westnet, Inc. for OCFA fire station alerting system upgrades as long as funding is available in the adopted budget.
3. Approve and authorize the Purchasing Manager to adjust the Westnet, Inc. annual support and maintenance contract for the estimated amount not to exceed \$12,500 after the one-year warranty period expires, to add Garden Grove Fire Stations 80–86.

D. Fire Station Network and Phone System Replacement for Garden Grove Fire Stations 80-86 (F: 19.08A2a6) (F: 19.08A1)

On motion of Director Hernandez and second by Director Shawver, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with Dimension Data North America, Inc. for the installation and purchase of telephone systems, handsets, routers, and other components needed at Garden Grove Fire Stations 80–86 in the amount of \$123,114, with up to a 10% contingency (\$12,312) to the contract for additional services and equipment that may be required during the project with the stipulation the Board Chair or Vice Chair are notified before commitment of any contingency funds.

E. Contract Award for Normalized Difference Vegetation Index Aerial Imaging Services (F: 19.08A6c) (X: 16.02I2)

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

1. Approve and authorize the Purchasing Manager to execute the proposed Professional Services Agreement with Eagle Aerial Solutions aerial imaging and analysis services in an amount not to exceed \$266,616.
2. Authorize the Purchasing Manager to execute two optional one-year renewals for additional services in an amount not to exceed \$60,000 annually (\$346,616 total for the three-year contract period through 2022). Additional services will include refinement of imagery and educational outreach/interpretation of imagery.

F. Blanket Order Contract Adjustments for Pre-employment Background Investigative Services (F: 17.25)

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

1. Approve Amendment Number Three to the Professional Services Agreement with RCS Investigations and Consulting, LLC to:
 - a. Increase the contract value by \$42,000 (from \$125,000 to \$167,000) for the current 12-month term ending July 31, 2019, and
 - b. Extend the contract for up to three months through October 31, 2019, on an as-needed basis, for a not to exceed value of \$52,500 for the three-month extension, bringing the total contract value from \$167,000 to \$219,500 for the combined 15-month period.
2. Approve Amendment Number Three to the Professional Services Agreement with Sintra Group Professional Investigations to:
 - a. Increase the contract value by \$35,000 (from \$125,000 to \$160,000) for the current 12-month term ending July 31, 2019, and
 - b. Extend the contract for up to three months through October 31, 2019, on an as-needed basis, for a not to exceed value of \$52,500 for the three-month extension, bringing the total contract value from \$160,000 to \$212,500 for the combined 15-month period.

END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR

No items.

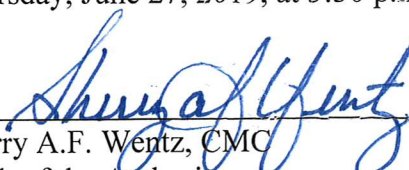
CLOSED SESSION (F: 12.02A5)

No items.

COMMITTEE MEMBER COMMENTS (F: 12.02A4)

Director Hernandez noted he attended the OCFA Promotion Ceremony earlier in the afternoon.

ADJOURNMENT – Chair Muller adjourned the meeting at 5:35 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, June 27, 2019, at 5:30 p.m.



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