

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Human Resources Committee Special Meeting
Tuesday, September 17, 2019
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 Human Resources Committee was called to order on September 17, 2019, at 12:00 p.m. by Chair Johnson.

PLEDGE OF ALLEGIANCE

Vice Chair Rossini led the assembly in the Pledge of Allegiance to our Flag.

ROLL CALL

Present: Rob Johnson, Cypress
Vince Rossini, Villa Park
David Shawver, Stanton
Gene Hernandez, Yorba Linda
Noel Hatch, Laguna Woods
Michele Steggell, La Palma

Absent: Ed Sachs, Mission Viejo

Also present were:

Fire Chief Brian Fennessy
Assistant Chief Pokey Sanchez
Assistant Chief Robert Cortez
Assistant Chief Lori Smith
Clerk of the Authority Sherry Wentz
Legal Counsel Barbara Raileanu

Deputy Chief Lori Zeller
Assistant Chief Randy Black
Assistant Chief Jim Ruane
Assistant Chief/Director Nina Collins
Director of Communications Colleen Windsor

PUBLIC COMMENTS (F: 12.02D3)

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

1. PRESENTATIONS

A. Introduction of Newly Appointed Human Resources Director (F: 17.10J)

Fire Chief Fennessy introduced newly appointed Assistant Chief/Human Resources Director Nina Collins. Assistant Chief Nina Collins provided an overview of her experience and background, and thanked everyone for the warm welcome.

2. MINUTES

A. Minutes from the Human Resources Committee May 7, 2019, Regular Meeting (F: 12.02D2)

On motion of Director Shawver and second by Director Hernandez, the Human Resources Committee voted by those present to approve the Minutes of the May 7, 2019, Regular Human Resources Committee meeting as submitted.

3. CONSENT CALENDAR

A. Classification and Compensation Recommendations for Service Center Occupational Series (F: 17.18A)

On motion Director Hernandez and second by Vice Chair Rossini, the Human Resources Committee voted unanimously by those present to direct staff to place the item on the agenda for the Executive Committee meeting of September 26, 2019, with the Human Resources Committee's recommendation that the Executive Committee:

1. Approve elimination of the Fire Equipment Technician classification.
2. Approve the establishment of the Supply Services Specialist, Urban Search and Rescue Warehouse and Logistics Specialist, Service Center Technician I and Service Center Technician II classifications, with corresponding salary range.
3. Approve the retitling and adoption of the revised classification specification for Fire Delivery Driver and Senior Fire Equipment Technician to Fleet Assistant and Senior Service Center Technician respectively, with corresponding salary range.
4. Approve the revised classification specifications for Service Center Lead and Service Center Supervisor with corresponding salary range.

4. DISCUSSION CALENDAR

**A. Organizational Service Level Assessment Human Resources Department (F: 17.16)
(X: 17.10J)**

Deputy Chief Lori Zeller introduced Citygate Associates Gary Stewart and Mario Beas who presented a PowerPoint presentation on the Human Resources Service Level Assessment.

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

**B. Contract Adjustment Third Party Workers' Compensation Administration
(F: 18.10A2)**

Deputy Chief Lori Zeller provided an overview on the Contract Adjustment Third Party Workers' Compensation Administration.

On motion Director Hernandez and second by Vice Chair Rossini, the Human Resources Committee voted unanimously by those present to direct staff to place the item on the agenda for the Executive Committee meeting of September 26, 2019, with the Human Resources Committee's recommendation that the Executive Committee approve and authorize the Purchasing Manager to increase the Professional Services Agreement with CorVel for Workers' Compensation Third Party Administration for the remaining three years of the contract, at an annual increase of \$71,250 for 2019/20 (partial year) and \$95,000 per year for 2020/21 and 2021/22.

COMMITTEE MEMBER COMMENTS (F: 12.02D4)

Director Shawver commended and thanked Fire Station 46 (Stanton) for participating in the City of Stanton's Open House.

Director Hernandez congratulated Assistant Chief Sanchez for his upcoming recognition by the Boy Scouts at its 30th Annual Spurgeon Awards Luncheon.

CLOSED SESSION (F: 12.02D5)

CS1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Authority: Government code section 54956.9(b) – Significant Exposure to Litigation (32 cases)

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


Chair Johnson recessed the meeting to Closed Session at 1:17 p.m.

Chair Johnson reconvened the meeting from Closed Session at 1:45 p.m., with all members present.

CLOSED SESSION REPORT (F: 12.02D5)

Legal Counsel Barbara Raileanu stated there were no reportable actions.

ADJOURNMENT – Chair Johnson adjourned the meeting at 1:46 p.m. The next regular meeting of the Human Resources Committee will be November 5, 2019, at 12:00 noon.



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