



ORANGE COUNTY FIRE AUTHORITY AGENDA

Human Resources Committee Special Meeting

Tuesday, November 10, 2020

12:00 Noon

Regional Fire Operations and Training Center Board Room

1 Fire Authority Road
Irvine, California 92602

Vince Rossini, Chair
Michele Steggell, Vice Chair
Ed Sachs • Noel Hatch • Rob Johnson
Dave Shawver • Gene Hernandez

This Agenda contains a brief general description of each item to be considered. Except as otherwise provided by law, no action or discussion shall be taken on any item not appearing on the following Agenda. Unless legally privileged, all supporting documents, including staff reports, and any writings or documents provided to a majority of the Human Resources Committee after the posting of this agenda are available for review at the Orange County Fire Authority Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602 or you may contact the Clerk of the Authority at (714) 573-6040 Monday through Thursday, and every other Friday from 8 a.m. to 5 p.m. and available online at <http://www.ocfa.org>



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040 and identify the need and the requested modification or accommodation. Please notify us as soon as is feasible, however 48 hours prior to the meeting is appreciated to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

NOTICE REGARDING PUBLIC PARTICIPATION DURING COVID-19 EMERGENCY

During the Statewide COVID-19 Emergency, the public is not permitted to convene in person for this public meeting. However, the public may still view and comment on the meeting as follows:

- To watch the meeting online, please go to website at www.OCFA.org
- To submit an e-comment, please email to PublicComments@ocfa.org.

You may comment on items on the agenda or not on the agenda. Your comments will be forwarded electronically and immediately to the members of the Committee. Comments related to a particular agenda item will only be considered prior to the close of public comments on that item.

CALL TO ORDER

PLEDGE OF ALLEGIANCE by Director Hatch

ROLL CALL

1. **PRESENTATIONS**

- Behavioral Health

PUBLIC COMMENTS

Please refer to instructions on how to submit a public comment during COVID-19 Emergency on Page 1 of this Agenda.

2. **CONSENT CALENDAR**

All matters on the consent calendar are considered routine and are to be approved with one motion unless a Director or a member of the public requests separate action on a specific item.

A. **Minutes for the Special Human Resources Committee Meeting on September 1, 2020**

Submitted by: Maria Huizar, Clerk of the Authority

Recommended Action:

Approve as submitted.

B. **Annual Workers' Compensation Program Update**

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Rhonda Haynes, Risk Manager

Recommended Action:

Receive and file the report.

C. **New Classification Specification for Diversity and Inclusion Coordinator**

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Tamaryn Boston, Human Resources Manager

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of November 19, 2020, with the Human Resources Committee's recommendation that the Executive Committee approve the establishment of the new classification and salary range of Diversity and Inclusion Coordinator.

D. New Classification Specification for Environmental, Health and Safety Analyst

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Tamaryn Boston, Human Resources Manager

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of November 19, 2020, with the Human Resources Committee’s recommendation that the Executive Committee approve the establishment of the new classification and salary range of Environmental, Health and Safety Analyst.

E. Mission Driven Culture (MDC) Organizational Development Project Update

Submitted by: Brian Fennessy, Fire Chief

Recommended Action:

Receive and file the update.

3. DISCUSSION CALENDAR

No items.

COMMENTS

- **HUMAN RESOURCES DIRECTOR’S COMMENTS**
- **COMMITTEE MEMBER COMMENTS**

RECESS TO CLOSED SESSION

The Brown Act permits legislative bodies to discuss certain matters without members of the public present. The Board of Directors find, based on advice from the General Counsel, that discussion in open session of the following matters will prejudice the position of the Agency in existing and anticipated litigation:

CS1. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION

Authority: Government Code Section 54956.9(b) – Significant Exposure to Litigation (2 Cases)

CLOSED SESSION REPORT - The General Counsel will report on any action(s) taken.

ADJOURNMENT – The next regular meeting of the Human Resources Committee is scheduled for Tuesday, February 2, 2021, at 12:00 noon.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury and as required by the State of California, Government Code § 54954.2(a), that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 27th day of August 2020.

Maria D. Huizar, CMC
Clerk of the Authority

UPCOMING MEETINGS:

Executive Committee Meeting
Board of Directors Meeting
Budget and Finance Committee

Thursday, November 19, 2020, 5:30 p.m.
Thursday, November 19, 2020, 6:00 p.m.
Wednesday, January 13, 2021 at 12 noon