



ORANGE COUNTY FIRE AUTHORITY

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

AND

CONCURRENT JOINT SPECIAL MEETINGS OF THE BOARD OF DIRECTORS, EXECUTIVE COMMITTEE, BUDGET & FINANCE COMMITTEE AND THE HUMAN RESOURCES COMMITTEE

Thursday, November 18, 2021
6:00 P.M.

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

Link to:

[Board of Directors Member Roster](#)

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 Board of Directors 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

The public is permitted to convene in person for this public meeting or view and comment 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
Your comments will be forwarded electronically and immediately to the members of the Board.
- To comment Live via Zoom, please [click here for instructions](#).

You may comment on items on the agenda or within the subject jurisdiction of the Board.

CALL TO ORDER by Chair Shawver

INVOCATION by OCFA Chaplain Jim Gwaltney

PLEDGE OF ALLEGIANCE by Director Gamble

ROLL CALL by Clerk of the Authority

REPORTS

- A. Report from the Budget and Finance Committee Chair**
- B. Report from the Fire Chief**

PUBLIC COMMENTS

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

1. PRESENTATIONS

None

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 from the October 28, 2021, Regular Meeting of the Board of Directors](#)
Submitted by: Maria D. Huizar, Clerk of the Authority**

The record will reflect that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

Recommended Action:

Approve the Minutes as submitted.

B. 2020 Orange County Hazard Mitigation Plan

Submitted by: Kenny Dossey, Assistant Chief/Operations Bureau and TJ McGovern, Division Chief/Emergency Command Center

Recommended Action:

Approve and adopt the proposed Resolution entitled A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS APPROVING THE 2020 HAZARD MITIGATION PLAN

C. 2022 Board Meetings Schedule

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Maria D. Huizar, Clerk of the Authority

Recommended Action:

Adopt the proposed Resolution entitled A RESOLUTION OF THE ORANGE COUNTY FIRE AUTHORITY BOARD OF DIRECTORS ESTABLISHING THE REGULAR AND SPECIAL MEETING DATES FOR CALENDAR YEAR 2022

D. First Quarter Purchasing Report

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Sara Kennedy, Purchasing Manager

On November 10, 2021, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda for approval by a 5-0 vote (Directors Bourne, Hasselbrink, Kuo, and Muller absent).

Recommended Action:

Receive and file the report.

E. Awarded Grant OCFA Fuels Reduction Equipment

Submitted by: Vincent Carpino, Division Chief /Special Operations and Justin Neville, Battalion Chief/Wildland Operations

On November 10, 2021, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda for approval by a 5-0 vote (Directors Bourne, Hasselbrink, Kuo, and Muller absent).

Recommended Actions:

1. Approve a Budget Adjustment to the FY 2021/22 General Fund (121) budget to increase revenue and expenditures by \$228,429 for the grant program award.
2. Approve and authorize the Board Chair and/or Fire Chief and/or their designee to execute all documents necessary to effectuate the grant award.

F. [Audited Financial Reports for the Fiscal Year Ended June 30, 2021](#)

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Julie Nemes, Finance Manager/Auditor and Tammie Pickens, General Accounting Manager

On November 10, 2021, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda for approval by a 5-0 vote (Directors Bourne, Hasselbrink, Kuo, and Muller absent).

Recommended Actions:

1. Receive and approve the reports.
2. Review the calculations used to determine the fund balance amounts assigned to the capital improvement program and workers' compensation and confirm the calculations' consistency with the OCFA's Assigned Fund Balance Policy.

G. [Organizational Service Level Assessment Update](#)

Submitted by: Lori Zeller, Deputy Chief/Administration and Support Bureau and Robert Cortez, Assistant Chief/Business Services Department

On November 10, 2021, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda for approval by a 4-0 vote (Director Kuo abstained and Directors Bourne, Hasselbrink, O'Neill, and Muller absent).

Recommended Actions:

1. Receive and file the Citygate Organizational Service Level Assessment (SLA) update for Field Deployment, Emergency Medical Services, Emergency Command Center, Fleet Services, and Executive Leadership/Human Resources.
2. Receive and file the Citygate Organizational Service Level Assessment (SLA) results presentation and final reports for the Business Services Department and the Community Risk Reduction Department.

3. DISCUSSION CALENDAR**A. [Results of the Ad Hoc Committee - Study of Cash Contract Charge Provisions](#)**

Submitted by: Lori Zeller, Deputy Chief/Administration and Support Bureau and Robert Cortez, Assistant Chief/Business Services Department

Recommended Action:

Receive and file.

B. [Board of Directors Requested Item - Amendment of Board Rules Regarding Board Member Requests to Agendize Matters & Meeting Curfew](#)

Submitted by: David Kendig, General Counsel

Recommended Actions:

1. Adopt Resolution to amend Board Rule of Procedure 2(b), as shown in Attachment 2.

2. Adopt Resolution to amend Board Rule of Procedure 3(b) and 3(c) as shown in Attachment 3.

C. [Consider the 9:30 p.m. Rule in Board Rules of Procedure Rule 3\(b\) and Waive the 10:30 p.m. Curfew Set Forth in Rule 3\(c\)](#)

Submitted by: David Kendig, General Counsel

This item is on this agenda in the event the Board does not revise Board Rule 3b and 3C, Agenda Item 3B above.

Recommended Actions:

1. At 9:30 p.m. determine which remaining agenda items will be considered and which may be continued to the next regular meeting; and
2. In the event the Board's meeting appears likely to continue past 10:30 p.m., waive the 10:30 p.m. curfew set forth in Board Rule of Procedure 3(c). (Waiver of the 10:30 curfew requires approval from three-fifths (3/5ths) of the Board members present for the meeting.)

D. [Amended and Restated Employment Agreement with the Fire Chief](#)

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and David Kendig, General Counsel

Recommended Action:

Approve and authorize the Board Chair to execute the Amended and Restated Employment Agreement with the Fire Chief.

RECESS THE BOARD OF DIRECTORS MEETING

CALL TO ORDER THE CONCURRENT JOINT SPECIAL MEETINGS OF THE: BOARD OF DIRECTORS, EXECUTIVE COMMITTEE, BUDGET & FINANCE COMMITTEE, AND HUMAN RESOURCES COMMITTEE

4. [Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings](#)

Submitted by: David Kendig, General Counsel

Recommended Actions by each legislative body:

Make the following findings by majority vote of the Board of Directors, Executive Committee, Budget and Finance Committee and Human Resource Committee:

- a. A state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect; and
- b. The Board of Directors and each Committee has reconsidered the circumstances of the emergency; and
- c. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

ADJOURN THE CONCURRENT JOINT MEETINGS AND RECONVENE TO THE BOARD OF DIRECTORS MEETING

BOARD MEMBER COMMENTS

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 authority in existing and/or anticipated litigation:

CS1. CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code Section 54957.6

Chief Negotiators: Board Chair Shawver, Vice Chair Steggell, Immediate Past Board Chair Hasselbrink and Budget & Finance Committee Chair Muller
 Position: Fire Chief

CS2. CONFERENCE WITH LABOR NEGOTIATOR pursuant to Government Code Section 54957.6

Chief Negotiator: Peter Brown, Liebert Cassidy Whitmore
 Employee Organizations:

- Orange County Professional Firefighters Association, IAFF - Local 3631,
- Orange County Employees Association (OCEA), and
- Orange County Fire Authority Management Association (OCFAMA)

CS3. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Paragraph (1) of subdivision (d) of Government Code Section 54956.9)

Name of Case: Colleen Windsor vs. OCFA,
 Case No. 30-2021-01227581-CU-DE-CJC

CS4. CONFERENCE WITH LEGAL COUNSEL - SIGNIFICANT EXPOSURE TO LITIGATION pursuant to paragraph (2) and (3) of subdivision (d) of Section 54956.9 of the Government Code: Two (2) Cases

CLOSED SESSION REPORT by General Counsel

ADJOURNMENT – The next meeting of the Orange County Fire Authority Board of Directors is scheduled for Thursday, December 16, 2021, at 6:00 p.m.

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 Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting.

Maria D. Huizar, CMC
Clerk of the Authority

UPCOMING MEETINGS:

Special Joint Meeting of the Board of Directors
and all Committees

Thursday, December 16, 2021, 6 p.m.

Budget & Finance Committee

Wednesday, January 12, 2022, 12 noon

Special Joint Meeting of the Board of Directors
and all Committees

Thursday, January 13, 2022, 6 p.m.

Executive Committee

Thursday, January 27, 2022, 5:30 p.m.

Board of Directors

Thursday, January 27, 2022, 6:00 p.m.