



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

### EXECUTIVE COMMITTEE REGULAR MEETING

Thursday, May 27, 2021  
5:30 P.M.

**Regional Fire Operations and Training Center  
Board Room**

1 Fire Authority Road  
Irvine, CA 92602

Dave Shawver, Chair

Michele Steggell, Vice Chair

Shelley Hasselbrink • Joe Muller • Donald P. Wagner • Noel Hatch  
Gene Hernandez • Leticia Clark • John O'Neill

Ex Officio Member - Dennis Wilberg, Mission Viejo

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 Executive 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](http://www.OCFA.org)
- To submit an e-comment, please email to [PublicComments@ocfa.org](mailto: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** by Chair Shawver

**INVOCATION** by OCFA Chaplain Fernando Villicana

**PLEDGE OF ALLEGIANCE** by Director Hatch

**ROLL CALL** by Clerk of the Authority

**REPORTS**

**A. Report from the Budget and Finance Committee Chair**

**B. Report from the Human Resources Committee Chair**

**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**

No items.

**2. CONSENT CALENDAR**

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

**A. [Minutes from the April 22, 2021, Regular Executive Committee Meeting](#)**

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 as submitted.

**B. [Monthly Investment Reports](#)**

Submitted by: Tricia Jakubiak, Treasurer

At the May 12, 2021, Budget and Finance Committee meeting, the Committee reviewed the proposed agenda item and directed staff to place on the Executive Committee agenda for approval by 9-0 vote.

Recommended Action:

Receive and file the reports.

**C. Third Quarter Financial Newsletter**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer and Stuart Lam, Budget Manager

At the May 12, 2021, Budget and Finance Committee meeting, the Committee reviewed the proposed agenda item and directed staff to place on the Executive Committee agenda for approval by 9-0 vote.

Recommended Action:

Receive and file the report.

**D. Classification and Compensation Recommendations for Fleet Services Occupational Series**

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

At the May 4, 2021, Human Resources Committee meeting, the Committee reviewed the proposed agenda item and directed staff to place on the Executive Committee agenda for approval by 6-0 vote (Director Hatch absent).

Recommended Actions:

1. Approve the establishment of the Equipment Technician I/II, Heavy Equipment Technician I/II, and Communications Installer I/II flexible classification series, with corresponding salary ranges.
2. Approve the retitling and adoption of the revised classification specification with corresponding salary range for Fire Apparatus Technician to Equipment Technician II, Senior Fire Apparatus Technician to Heavy Equipment Technician II, Fire Apparatus Parts Specialist to Equipment Parts Specialist, and Senior Fire Apparatus Parts Specialist to Senior Equipment Parts Specialist.
3. Approve the reclassification of one (1) Assistant Fire Apparatus Technician to Heavy Equipment Technician I, one (1) Fire Apparatus Parts Specialist to Service Center Technician I, seven (7) Fire Apparatus Parts Specialists to Communications Installer I, one (1) Fire Apparatus Parts Specialist to Supply Services Specialist, and one (1) Communications Installer to Communications Installer II.
4. Approve adoption of the revised classification specifications for Fleet Services Supervisor and Fleet Services Coordinator, with corresponding salary ranges.

**E. Award of RFP JA2487 Purchase of Freightliner Cascadia Box Truck**

Submitted by: Jim Ruane, Assistant Chief/Logistics Department, Vince Carpino, Division Chief/Special Operations Department and Steve Dohman, Battalion Chief/Urban Search & Rescue Program Manager

Recommended Action:

Approve and authorize the Purchasing Manager to execute a Master Agreement with Los Angeles Truck Centers, LLC for the purchase of one Freightliner Cascadia box truck in an amount not to exceed \$262,106.76.

**F. Fourth Amendment to the Advanced Life Support Billing Agreements**

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Randy Black, Assistant Chief/EMS and Training Department

Recommended Action:

Approve and authorize the Board Chair to sign the fourth amendment to the Advanced Life Support Billing Agreement to extend the Medical Supply Reimbursement analysis term from June 1, 2021 to July 31, 2021.

**3. DISCUSSION CALENDAR**

No items.

**CLOSED SESSION**

No items.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** –The next regular meeting of the Orange County Fire Authority Executive Committee is scheduled for Thursday, June 24, 2021, at 5:30 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.

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Maria D. Huizar, CMC  
Clerk of the Authority

**UPCOMING MEETINGS:**

Budget and Finance Committee  
Executive Committee  
Board of Directors

Wednesday, June 9, 2021, 12 noon  
Thursday, June 24, 2021, 5:30 p.m.  
Thursday, June 24, 2021, 6:00 p.m.