



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

### EXECUTIVE COMMITTEE REGULAR MEETING

Thursday, October 28, 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 • Letitia 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

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](http://www.OCFA.org)
- To submit an e-comment, please email to [PublicComments@ocfa.org](mailto:PublicComments@ocfa.org)  
Your comments will be forwarded electronically and immediately to the members of the Committee.
- 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 Committee.

CALL TO ORDER by Chair Shawver

**INVOCATION** by OCFA Chaplain Emily McColl

**PLEDGE OF ALLEGIANCE** by Director Hatch

**ROLL CALL** by Clerk of the Authority

## **REPORTS**

- A. Report from the Budget and Finance Committee Chair**
- B. [Quarterly CIP Update](#)**

## **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 September 23, 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: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer, and James Slobojan, Assistant Treasurer

On October 13, 2021, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a 8-0 vote (Director Bourne absent).

Recommended Action:

Receive and file the reports.

- C. **800MHZ Countywide Coordinated Communications System (CCCS) Joint Agreement**  
Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Joel Brodowski, IT Manager/Logistics Department

Recommended Action:

Approve and authorize the Chairman of the OCFA Board of Directors to sign the new 800MHz Joint Agreement for the Operations, Maintenance, and Financial Management of the Orange County 800MHz Countywide Coordinated Communications System (CCCS).

- D. **Increase to Agreement for Behavioral Health and Wellness Services**  
Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Rhonda Haynes, Risk Manager/Human Resources Department

Recommended Action:

Approve and authorize the Purchasing Manager to increase the previously approved Professional Services Agreement with The Counseling Team International by \$100,000 to an annual amount not to exceed \$250,000 for the current term (Contract Year Four) and for the last renewal (Contract Year Five).

### 3. DISCUSSION CALENDAR

- A. **Findings Required by AB 361 for the Continued Use of Teleconferencing for Meetings of the Executive Committee**  
Submitted by: David Kendig, General Counsel

On October 13, 2021, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a 7-1 vote (Director Tettermer dissented and Director Bourne absent).

Recommended Actions:

1. Make the following findings by majority vote of the 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 Committee has reconsidered the circumstances of the state of emergency; and
  - c. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19; and
2. Direct staff to communicate the Executive Committee's recommendation that the Board consider scheduling concurrent Special Meetings of this Committee with regular or

special meetings of the Board of Directors whenever necessary to address the requirement to make the required findings at least every thirty (30) days, and to minimize the need for separate Committee meetings to address this new requirement of the Brown Act. (A proposed schedule that could accommodate the concurrent meetings is attached hereto and referenced as Attachment 2).

**CLOSED SESSION**

No items.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The next regular meeting of the Orange County Fire Authority Executive Committee is scheduled for Thursday, November 18, 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:**

Human Resources Committee  
Budget and Finance Committee  
Executive Committee  
Board of Directors

Tuesday, November 2, 2021, 12 noon  
Wednesday, November 10, 2021, 12 noon  
Thursday, November 18, 2021, 5:30 p.m.  
Thursday, November 18, 2021, 6:00 p.m.