



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, January 27, 2022
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 not permitted to attend the meeting in person; 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
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 Kent Kraning

PLEDGE OF ALLEGIANCE by Director Kuo

ROLL CALL by Clerk of the Authority

REPORTS

- A. Report from the Budget and Finance Committee Vice Chair**
- B. [Report from the Fire Chief](#)**
 - Second Quarter Update – 2021/22 Goals & Objectives

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

- A. Recognition of former OCFA Board of Directors**
 - Joseph Muller, Dana Point
 - Letitia Clark, Tustin
 - Frances Marquez, Cypress
- B. Welcome to New Directors and Administer Oath of Office *(if needed)***
 - Richard Viczorek, Dana Point
 - Austin Lombard, Tustin
 - Anne Hertz-Mallari, Cypress

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 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 Actions:

1. Approve the Minutes for the November 18, 2021, Regular and Concurrent Joint Special Meeting as submitted.
2. Approve the Minutes for the December 16, 2021, Concurrent Joint Special Meeting as submitted.
3. Approve the Minutes for the January 13, 2022, Concurrent Joint Special Meeting as submitted.

B. FY 2021/2022 Mid-Year Financial Report

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

On January 12, 2022, 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 vote of 8-0 (Director Tettermer absent).

Recommended Action:

Direct staff to return to the Board of Directors on March 24, 2022, for approval of the budget adjustments discussed herein for the FY 2021/22 budget.

C. Annual Grant Priorities for 2022

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Jay Barkman, Legislative Analyst

On January 12, 2022, 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 vote of 8-0 (Director Tettermer absent).

Recommended Action:

Approve OCFA's Annual Grant Priorities for 2022.

D. 2020 Urban Areas Security Initiative Grant Program Agreement to Transfer Property or Funds

Submitted by: Phil Johnson, Assistant Chief/Operations Department and Shane Sherwood, Division Chief

On January 12, 2022, 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 vote of 7-0 (Directors Kuo and Tettemer absent).

Recommended Action:

Approve the Fiscal Year 2020 Urban Areas Security Initiative Grant Program Agreement and authorize the Fire Chief to execute it and any necessary attachments and agreement(s) to accept and administer the UASI Grant.

E. 2021 Long Term Liability Study & Accelerated Pension Payment Plan

Submitted by: Robert Cortez, Assistant Chief/Business Services Department and Tricia Jakubiak, Treasurer/Treasury & Financial Planning

On January 12, 2022, 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 vote of 7-0 (Directors Kuo and Tettemer absent).

Recommended Actions:

1. Receive and file the report.
2. Direct staff to adjust the FY 2021/22 General Fund budget to increase expenditures and operating transfers out by a combined value of \$4,590,935, the amount identified as the unencumbered fund balance in the FY 2020/21 financial audit, and to allocate 50% or \$2,295,467.50 of the funding to replenish the contingency reserve to 10% of expenditures as required by the OCFA's Financial Stability Policy, and \$2,295,467.50 to the Structural Fire Fund Entitlement Fund as required under the 2010 First Amendment to the Amended Joint Powers Agreement. The specific technical budget adjustment to carry-out this action will be included in the March mid-year budget adjustment agenda item for final approval by the Board.

F. Extension of Health Plan Agreement Orange County Professional Firefighters Association

Submitted by: Lori Zeller, Deputy Chief/Administration & Support Bureau and Stephanie Holloman, Assistant Chief/Human Resources Department

Recommended Action:

Approve the Side Letter Agreement to extend the Health Plan Agreement between the Orange County Fire Authority and the Orange County Professional Firefighters Association for a term of January 1, 2022 to December 31, 2022.

G. Award of Public Works Contract for Tenant Improvements at OCFA Fire Stations 32 & 53

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Patrick Bauer, Construction & Facilities Division Manager/Logistics Department

Recommended Actions:

1. Adopt the plans and specifications for Tenant Improvements at OCFA Fire Stations 32 & 53 (see Attachment Three to this staff report).
2. Accept the Neuroth Construction, Inc bid dated October 14, 2021.
3. Approve and award the public works contract to Neuroth Construction, Inc. in the amount of \$747,227.

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 matter will prejudice the position of the Authority on item listed below:

CS1. THREAT TO PUBLIC SERVICES OR FACILITIES pursuant to Section 54957(a)

Consultation with Orange County Intelligence Assessment Center (OCIAAC) and presented by Albert Martinez, Director, OCIAAC, Orange County Sheriff's Department

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

Chief Negotiator:

Employee Organizations:

Peter Brown, Liebert Cassidy Whitmore

- 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 - SIGNIFICANT EXPOSURE TO LITIGATION pursuant to paragraph (2) and (3) of subdivision (d) of Section 54956.9 of the Government Code: One (1) Case

RECONVENE TO OPEN SESSION

CLOSED SESSION REPORT by General Counsel

3. DISCUSSION CALENDAR

A. [Award of RFP# RO2480a Physical Security/ Security Management Services and Approval of Corresponding Budget Adjustments](#)

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Patrick Bauer, Property Manager/Logistics Department

On January 12, 2022, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place on the Board of Directors agenda for approval with

recommendation of Option 1, award of Armed Physical Security and Security Management Services Agreement with the Orange County Sherriff's Department by a vote of 8-0 (Director Tetteimer absent).

Recommended Actions:

1. Approve and authorize the Purchasing Manager to execute the proposed Security Services Agreement (Attachment 1) for Armed Physical Security and Security Management services with the Orange County Sheriff's Department for a three-year initial term plus two optional one-year renewals in an amount not to exceed \$1,116,556 annually (\$5,582,780 5-year aggregate).
2. Direct staff to make the recommend budget adjustment, as noted in the fiscal impact section of this report, depending on the option selected.
3. Direct the Purchasing Manager to extend the existing contract with Allied Universal as needed to allow transitioning to the new contract for Physical Security Services.

B. 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 vote of 4-0 (Director Kuo abstained and Directors Bourne, Hasselbrink, O'Neill, and Muller absent).

On November 18, 2021, the Board of Directors approved by a vote of 21-0 (Director Hernandez abstained, Directors Bourne, Rains, and Sachs absent) to return this item to the Board of Directors for a presentation.

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.

C. Board of Director Requested Item - Consideration of Additional Standing Sub-Committees of the Board of Directors

Submitted by: David Shawver, Chairman/OCFA Board of Directors, Brian Fennessy, Fire Chief and Lori Zeller, Deputy Chief/Administration & Support Bureau

Recommended Action:

Pleasure of the Board.

RECESS THE REGULAR MEETING OF THE BOARD OF DIRECTORS

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

D. 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 votes 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 REGULAR MEETING OF THE BOARD OF DIRECTORS

E. Election of Board Chair and Vice Chair

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

Recommended Action:

Elect a Chair and Vice Chair for 2022.

BOARD MEMBER COMMENTS

ADJOURNMENT – The next meeting of the Orange County Fire Authority Board of Directors is scheduled for Thursday, February 24, 2022, 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

FUTURE BOARD AGENDA ITEMS – THREE-MONTH OUTLOOK:

- Recognition of Past Chair
- 2nd Quarter Purchasing Report
- Confirmation of Committee Members
- Mid-Year Budget Adjustments
- Fiscal Year 2020/21 Backfill/Overtime and Total Earnings Report
- Labor Negotiations

UPCOMING MEETINGS:

Human Resources Committee

Tuesday, February 1, 2022, 12 noon

Budget & Finance Committee

Wednesday, February 9, 2022, 12 noon

Concurrent Joint Special Meeting of the

Board of Directors and all Committees

Thursday, February 24, 2022, 6 p.m.

Executive Committee

Thursday, February 24, 2022, 5:30 p.m.

Board of Directors

Thursday, February 24, 2022, 6:00 p.m.