



ORANGE COUNTY FIRE AUTHORITY

AGENDA

EXECUTIVE COMMITTEE REGULAR MEETING

Thursday, January 27, 2022
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 • Donald P. Wagner • Noel Hatch
Gene Hernandez • 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 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 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 Kent Kraning

PLEDGE OF ALLEGIANCE by Director Hernandez

ROLL CALL by Clerk of the Authority

REPORTS

A. Report from the Budget and Finance Committee Vice 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 for the 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 Actions:

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

B. Monthly Investment Reports

Submitted by: Robert Cortez, Assistant Chief/Business Services Department, Tricia Jakubiak, Treasurer, and James Slobojan, Assistant Treasurer

On January 12, 2022, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 8-0 (Director Tetterer absent).

Recommended Action:

Receive and file the reports.

C. Blanket Order Increase for Helicopter Maintenance and Repair Services

Submitted by: Kenny Dossey, Deputy Chief/ Operations Bureau, Vincent Carpino, Division Chief/Special Operations and Cheyne Maule, Battalion Chief/Air Operations Program Manager

Recommended Action:

Approve and authorize the Purchasing Manager to increase the annual blanket order amounts for contract Year Four and Year Five by \$469,000 to a new total not to exceed \$1,269,000 annually (\$2,538,000 aggregate through November 30, 2023)

D. Award of Contract for Portable Restroom/Shower Trailers

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

Recommended Action:

Approve and authorize the Purchasing Manager to award the master agreement to Ready2Go Restroom Trailers Sales, LLC. in the amount of \$165,192.75.

E. Contract Extension for Information Technology Staff Augmentation Services

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Joel Brodowski, IT Manager/Logistics Department

Recommended Action:

Approve and authorize the Purchasing Manager to extend the current Professional Services Agreement with Computer Aid, Inc. for three additional years through March 3, 2025 to allow for the completion of the Community Risk Reduction automation project with no changes to the total contract aggregate amount.

F. Blanket Order Contract Increase for Diesel Equipment Parts and Repair Services

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Kevin Berghaus, Fleet Services Manager

Recommended Action:

Approve and authorize the Purchasing Manager to increase the blanket order contract amount with Harbor Diesel and Equipment, Inc. by \$25,000 to a total not to exceed \$225,000 annually for the contract ended November 30, 2021 and for the final renewal term beginning December 1, 2021.

3. DISCUSSION CALENDAR

None

CLOSED SESSION

No items.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next regular meeting of the Orange County Fire Authority Executive Committee is scheduled for Thursday, February 24, 2022, 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.

Maria D. Huizar, CMC
 Clerk of the Authority

FUTURE EC AGENDA ITEMS – THREE-MONTH OUTLOOK:

- Monthly Investment Report
- 2nd Quarter Financial Newsletter
- Contract Amendment for Ground Tree Surveys for Invasive Tree Pests
- Increase Purchase Order for Protective Turn-Outs

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, 6:00 p.m.
Executive Committee	Thursday, February 24, 2022, 5:30 p.m.
Board of Directors	Thursday, February 24, 2022, 6:00 p.m.