



ORANGE COUNTY FIRE AUTHORITY

AGENDA

EXECUTIVE COMMITTEE REGULAR MEETING

Thursday, July 28, 2022

5:30 P.M.

Regional Fire Operations and Training Center Board Room

1 Fire Authority Road
Irvine, CA 92602

Michele Steggell, Chair
Anthony Kuo, Vice Chair

Shelley Hasselbrink • Donald P. Wagner • Noel Hatch • Dave Shawver
Gene Hernandez • John O'Neill • Tri Ta

Ex Officio Member - Dennis Wilberg, Mission Viejo

NOTICE REGARDING PUBLIC PARTICIPATION DURING COVID-19 EMERGENCY

This meeting is open to the public. In addition, there are several alternative ways to view and to make comments during the meeting, including:

Access Meeting Live (No Public Comments):

You may access the meeting live electronically at: <https://player.cloud.wowza.com/hosted/xvtnclkw/player.html>. (Note: you should use one of the other alternatives below if you want to make comments during the meeting.)

Public Comments via Zoom: You may also view and make real-time verbal comments during the meeting via the Zoom link below during the meeting. You will be audible during your comments, but the committee members will not be able to see you. To submit a live comment using Zoom, please be prepared to use the "Raise Your Hand" feature when public comment opportunities are invited by the Chair. (You can raise your hand on your smart phone by pressing *9.) Also, members of the public must unmute themselves when prompted upon being recognized by the Chair in order to be heard. (To unmute your smartphone in Zoom, press *6.)

Public Comments via Zoom: <https://zoom.us/j/83264128588#success>

Meeting ID: 832 6412 8588

Passcode: 298121

Raise Your Hand (press *9) and Unmute (press *6)

E-Comments: Alternatively, you may email your written comments to coa@ocfa.org. E-comments will be provided to the committee members upon receipt and will be part of the meeting record as long as they are received during or before the committee takes action on an item. Emails related to an item that are received after the item has been acted upon by the committee will not be considered.

Further instructions on how to provide comments is available at: <https://ocfa.org/PublicComments>.



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.

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 committee members 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>

CALL TO ORDER by Chair Steggell

INVOCATION by OCFA Chaplain Valdez

PLEDGE OF ALLEGIANCE by Director O'Neill

ROLL CALL by Clerk of the Authority

REPORTS

A. Report from the Budget and Finance Committee Chair

B. Quarterly Capital Improvement Projects (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 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 June 23, 2022, Regular Meeting as submitted.
2. Approve the Minutes for the June 23, 2022, Concurrent Joint Special Meeting as submitted.

B. Monthly Investment Reports

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

On July 13, 2022, the Budget and Finance Committee reviewed the proposed agenda item and directed staff to place the item on the Board of Directors agenda by a vote of 9-0.

Recommended Action:

Receive and file the reports.

C. Amendment No. 8 to Agreement for Aircraft Rescue Fire Fighting Services at John Wayne Airport

Submitted by: Lori Zeller, Deputy Chief/Administration & Support Bureau and Shane Sherwood, Division II Chief/Operations Department

Recommended Action:

Approve and authorize the Fire Chief to execute Amendment No. 8 to the Agreement for Aircraft Rescue Fire Fighting Services at John Wayne Airport, extending the term for five years from December 1, 2022, through November 30, 2027.

D. Blanket Order Contract Renewal and Rate Adjustment for General Counsel Services

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

Recommended Actions:

1. Approve hourly rate increases from \$215 to \$275 per hour for blended legal services and \$100 to \$150 for paralegal services with Woodruff, Spradlin & Smart, effective September 1, 2022.
2. Approve and authorize the Purchasing Manager to renew the previously approved blanket order with Woodruff, Spradlin & Smart for three years at an annual amount not to exceed \$675,000, with annual increases due to usage not to exceed 3%.
3. Direct staff to schedule an evaluation of General Counsel, to be conducted by the Board of Directors and completed no later than one year prior to the next contract renewal date of March 1, 2025.

E. Short Term Agreement with Los Alamitos Joint Forces Training Base for 2022 Quick Reaction Force (QRF) Program

Submitted by: Brian Fennessy, Fire Chief, and Jim Ruane, Assistant Chief/Logistics Department

Recommended Action:

Approve and authorize the Fire Chief (or his designee) and Purchasing Manager to enter into the attached Short-Term Revocable License Agreement, and future substantially consistent renewals or agreements acceptable to the Fire Chief and in a form approved by General Counsel, providing for the use of the Los Alamitos Joint Forces Training Base by OCFA and its contractors to store aircraft and conduct air operations (including take offs and landings).

3. DISCUSSION CALENDAR

A. Reconciliation of Emergency Purchase Order in Response to the Coastal Fire

Submitted by: Ron Roberts, Division Chief/Field Operations Department, TJ McGovern, Assistant Chief/Field Operations Department and Robert Cortez, Assistant Chief/Business Services Department

Recommended Action:

Approve and authorize the emergency purchase order reconciliation for meal services with Taste Catering in the amount of \$103,845.73 in response to the Coastal Fire.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next meeting will be a Concurrent Joint Special Meeting of the Board of Directors and all committees on Thursday, August 25, 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 EC AGENDA ITEMS – THREE-MONTH OUTLOOK:

- Monthly Investment Report
- 4th Quarter Financial Newsletter
- Annual Investment Report
- New Class Specification for Behavioral Health Wellness Coordinator

UPCOMING MEETINGS:

Human Resources Committee	Tuesday, August 2, 2022, 12 noon
Operations Committee	Tuesday, August 9, 2022, 12 noon
Board of Directors	Thursday, August 25, 2022, 6:00 p.m.
Concurrent Joint Special Meeting of the Board of Directors and all Committees	Thursday, August 25, 2022, 6:00 p.m.
Budget and Finance Committee Meeting	Wednesday, September 14, 12 noon
Executive Committee	Thursday, September 22, 2022, 5:30 p.m.
Board of Directors	Thursday, September 22, 2022, 6:00 p.m.
Concurrent Joint Special Meeting of the Board of Directors and all Committees	Thursday, September 22, 2022, 6:00 p.m.