



# ORANGE COUNTY FIRE AUTHORITY AGENDA

## Human Resources Committee Regular Meeting

Tuesday, August 2, 2022

12:00 Noon

### Regional Fire Operations and Training Center Board Room

1 Fire Authority Road  
Irvine, California 92602

#### Committee Members

Gene Hernandez, Chair • Joe Kalmick, Vice Chair  
Ed Sachs • Noel Hatch • Sandy Rains • Ross Chun • Dave Shawver

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 Human Resources 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

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

#### **View Meeting On-Line:**

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

**Live Public Comments by 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](mailto: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>.

**CALL TO ORDER** by Chair Hernandez

**PLEDGE OF ALLEGIANCE** by Vice Chair Kalmick

**ROLL CALL** by Clerk of the Authority

**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 director or a member of the public requests separate action on a specific item.*

**A. Minutes for the Human Resources Committee Meetings**

Submitted by: Maria D. Huizar, Clerk of the Authority

Recommended Actions:

1. Approve the Minutes for the January 27, 2022, Concurrent Joint Special Meeting as submitted.
2. Approve the Minutes for the April 28, 2022, Concurrent Joint Special Meeting as submitted.
3. Approve the Minutes for the May 3, 2022, Regular Meeting as submitted.
4. Approve the Minutes for the May 26, 2022, Concurrent Joint Special Meeting as submitted.
5. Approve the Minutes for the May 31, 2022, Special Meeting as submitted.
6. Approve the Minutes for the June 23, 2022, Concurrent Joint Special Meeting as submitted.

**B. New Classification Specification for Behavioral Health and Wellness Coordinator**

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Director and Randy Black, Assistant Chief/EMS and Training

Recommended Action:

Review the proposed agenda item and direct staff to place the item on the agenda for the Executive Committee meeting of September 22, 2022, with the Human Resources Committee's recommendation that the Executive Committee approve the establishment of the new classification and salary range of Behavioral Health and Wellness Coordinator.

### 3. DISCUSSION CALENDAR

#### A. Summary of the Oklahoma State and Drexel University Surveys

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

Recommended Action:

Receive and file the report.

#### B. Employee Electric Vehicle Charging

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Director and Jim Ruane, Assistant Chief/Logistics Department

Recommended Action:

Pleasure of the Human Resources Committee.

### COMMENTS

- HUMAN RESOURCES DIRECTOR'S COMMENTS
- COMMITTEE MEMBER COMMENTS

### RECESS TO CLOSED SESSION

*The Brown Act permits legislative bodies to discuss certain matters without members of the public present. The Committee finds, based on advice from the General Counsel, that discussion in open session of the following matters will prejudice the position of the Agency:*

#### CS1. CONFERENCE WITH LEGAL COUNSEL – EXPOSURE TO LITIGATION

Pursuant to Government Code section 54956.9(d)(2) and (d)(3) – One (1) case

**CLOSED SESSION REPORT** - The General Counsel will report on any action(s) taken.

**ADJOURNMENT** – The next regular meeting of the Human Resources Committee is scheduled for Tuesday, November 1, 2022, at 12:00 noon.

**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 Training and Operations 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

**FUTURE HRC AGENDA ITEMS – THREE-MONTH OUTLOOK:**

- Update to Authority Merit and Selection Rules
- Update to Personnel and Salary Resolution
- New Classification Specification for Wildland Resources Technician

**UPCOMING MEETINGS:**

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.
Human Resources Committee	Tuesday, November 1, 2022, 12 noon