



**NOTICE AND CALL OF A SPECIAL MEETING
OF THE ORANGE COUNTY FIRE AUTHORITY'S
HUMAN RESOURCES COMMITTEE**

A Special Meeting of the Orange County Fire Authority's
Human Resources Committee
has been scheduled for
October 20, 2022, at 4:00 p.m.

**Zoom Virtual Meeting
(Log-In information on Agenda)**

The business to be transacted at the meeting is indicated on the attached Agenda.

Opportunity will be provided for members of the public to address the
Orange County Fire Authority Committee Members
regarding the item of business as described on the Agenda.

Gene Hernandez, /ss/
Chair



ORANGE COUNTY FIRE AUTHORITY AGENDA

Special Human Resources Committee Meeting
Thursday, October 20, 2022
4:00 p.m.

Zoom Virtual Meeting (Log In Below)

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 is a Special Meeting and will be limited to comment only on items on the agenda. This meeting is open to the public via Zoom only.

View and Live Public Comments by Zoom: You may 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>.

CALL TO ORDER by Chair Hernandez

PLEDGE OF ALLEGIANCE by Director Shawver

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. DISCUSSION CALENDAR

A. 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:

Option #1:

Make the following findings by majority vote of the Human Resources 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 emergency; and
- c. Local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

Option #2:

Make the following findings by majority vote of the Human Resources Committee:

- a. Although a state of emergency has been proclaimed by California’s Governor due to the COVID-19 pandemic and continues in effect, the Committee has reconsidered the circumstances of the emergency and no longer finds a need for the legislative body to continue the use of teleconferencing for its meetings.

COMMITTEE MEMBER COMMENTS

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 § 54956, 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 24 hours prior to the meeting.

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
- Girls Empowerment Fire Camp Update
- Approval of New Classification – Behavioral Health Coordinator

UPCOMING MEETINGS:

| | |
|--|---|
| Human Resources Committee | Tuesday, November 1, 2022, 12 noon |
| Operations Committee | Tuesday, November 8, 2022, 12 noon |
| Budget and Finance Committee | Wednesday, November 9, 2022, 12 noon |
| Concurrent Joint Special Meeting of the Board of Directors and Committees | Thursday, November 17, 2022, 6:00 p.m. |
| Executive Committee | Thursday, November 17, 2022, 5:30 p.m. |
| Board of Directors | Thursday, November, 17, 2022, 6:00 p.m. |
| Concurrent Joint Special Meeting of the Board of Directors and Committees | Thursday, December 15, 2022, 6:00 p.m. |



Orange County Fire Authority
AGENDA STAFF REPORT

Human Resources Committee Special Meeting
October 20, 2022

Agenda Item No. 1A
Discussion Calendar

Findings Required by AB 361 for the Continued Use of
Teleconferencing for Meetings

Contact(s) for Further Information

David E. Kendig, General Counsel

Dkendig@wss-law.com

714.415.1083

Summary

In order for the Committees to continue meeting via teleconference during the pandemic, AB 361 requires the local legislative bodies to make specified findings at least every thirty (30) days.

Prior Board/Committee Action

At the October 28, 2021 meeting, the Board of Directors approved the legally required findings and directed staff to schedule concurrent Special Joint Meetings of the Board of Directors, Executive Committee, Budget and Finance Committee, and Human Resources 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 Board or committee meetings to address this new requirement of the Brown Act.

At the October 13, 2022 Concurrent Joint Special Meeting, the Board of Directors and Committees, the Human Resources Committee did not have a quorum and thus was unable to consider said action.

RECOMMENDED ACTION(S)

Option #1:

Make the following findings by majority votes of the Human Resources 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 emergency; and
- c. Local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

Option #2:

Make the following findings by majority votes of the Human Resources Committee:

- a. Although a state of emergency has been proclaimed by California's Governor due to the COVID-19 pandemic and continues in effect, the Committee has reconsidered the circumstances of the emergency and no longer finds a need for the legislative body to continue the use of teleconferencing for its meetings.

Impact to Cities/County

Not Applicable.

Fiscal Impact

Nominal software licensing costs to continue to use Zoom Webinar to stream meetings in a manner that allows online public comments.

Background

Assembly Bill 361 was signed into law by the Governor on September 16, 2021. A portion of AB 361 enacted amendments to California Government Code section 54953 regarding teleconference meetings.

Those amendments authorize local agencies like the Fire Authority to continue to conduct meetings by teleconference during a Governor-proclaimed state of emergency¹ provided that certain findings are made by the legislative body, and provided that certain procedural requirements are met regarding public access to the meetings.

AB 361 requires particular findings be made within 30 days after the legislative body's first meeting, and requires that the new findings must be reaffirmed at least every thirty (30) days thereafter in order for the legislative body to continue to use teleconferencing.

The Required Findings

The teleconference provisions in AB 361 may only be utilized as long as a Governor-proclaimed state of emergency remains active, and while state or local officials have recommended measures to promote social distancing.

To continue to teleconference pursuant to AB 361, the legislative body must make the following findings by majority vote at least every 30 days:

- (A) The legislative body has reconsidered the circumstances of the state of emergency; and
- (B) Either of the following circumstances exist:
 - (i) The state of emergency continues to directly impact the ability of the members to meet safely in person; or
 - (ii) State or local officials continue to impose or recommend measures to promote social distancing.²

To comply with that requirement, the recommended action would have the Committee find each of the following:

- 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 emergency; and
- c. State and local officials continue to recommend measures to promote social distancing to slow the spread of COVID-19.

Although there are fewer "social distancing" recommendations in effect today than there have been in the recent past, it remains the case that the relevant health officials continue to recommend measures to promote social distancing, including but not limited to the following:

¹ For purposes of AB 361 "...state of emergency" means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act..." Cal. Gov't Code sec. 54953(e)(4). Section 8625 of CESA in turn refers to a state of emergency proclaimed by the Governor.

² Cal. Gov't Code sec. 54953(e)(3).

- In the County of Orange Health Officer’s most recent Orders and Strong Recommendations, posted on September 23, 2022, the County Health Officer continues to “strongly recommend” that “the older a person is, the more health conditions a person has, and the more severe the conditions, the more important it is to take preventive measures for COVID-19 such as getting vaccinated, including boosters, social distancing and wearing a mask when around people who don’t live in the same household, and practicing hand hygiene.”

Attachment(s)

None.