



# ORANGE COUNTY FIRE AUTHORITY AGENDA

## BOARD OF DIRECTORS REGULAR MEETING

Thursday, March 23, 2023  
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](#)

### NOTICE REGARDING PUBLIC ACCESS AND PARTICIPATION

This meeting is open to the public. Committee members will participate in person. There are several alternative ways to make comments including:

**In Person Comments at Meeting:** Resolution No. 97-024 established rules of decorum for public meetings held by the Orange County Fire Authority. Resolution No. 97-024 is available from the Clerk of the Authority.

Any member of the public may address the Committee on items within their subject matter jurisdiction, but which are not listed on this agenda during PUBLIC COMMENTS. However, no action may be taken on matters that are not part of the posted agenda. We request comments made on the agenda be made at the time the item is considered and that comments be limited to three minutes per person. Please address your comments to the Committee and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

If you wish to speak, please complete a Speaker Form identifying which item(s) you wish to address. Please return the completed form to the Clerk of the Authority prior to item being considered. Speaker Forms are available at the entryway of meeting location.

**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.

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 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>



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.

**CALL TO ORDER** by Vice Chair Rossini

**INVOCATION** by OCFA Chaplain Dave Keehn

**PLEDGE OF ALLEGIANCE** by Director Nguyen

**ROLL CALL** by Clerk of the Authority

## **REPORTS**

### **A. Report from the Budget and Finance Committee Chair**

### **B. Report from the Fire Chief**

- OCFA Open House
- February Storms Incident
- Swift Water Rescue Team 5
- Women's History Month

## **PUBLIC COMMENTS**

**Please refer to instructions on how to submit a public comment on Page 1 of this Agenda.**

## **1. PRESENTATIONS**

- Recognition of OCFA Fire Captain Scott Dierdorff for Graduating from Executive Leaders Program at Naval Post Graduate School
- Recognition of OCFA ECC Dispatchers Michelle Geiger, Grace Romero, and Kelsey Tjernagel for APCO International Public Safety Awards

## **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:

Approve the Minutes for the February 23, 2023, Regular Meeting as submitted.

**B. Drowning Prevention Awareness Proclamation**

Submitted by: Matt Olson, Director of Communications

Recommended Actions:

Approve proclamation designating May and continued through August as Drowning Prevention Awareness.

**C. National Public Safety Telecommunicators Week Proclamation**

Submitted by: Collette Whitlock, Emergency Command Center Manager

Recommended Actions:

Approve proclamation designating April 9-15, 2023, as National Public Safety Telecommunicators Week.

**D. FY 2022-23 Mid-Year Budget Adjustment**

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

On March 8, 2023, 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 6-0 (Directors Rossini, Gabbard and Lumbard absent).

Recommended Action:

1. Authorize the proposed mid-year budget adjustments and transfers as detailed in this report and attachments.
2. Amend the Master Position Control list to add one Wildland Resource Technician funded with CalFire Gray Book revenue.

**E. Adopting an Americans With Disabilities Act ("ADA") Reasonable Accommodation Request Policy for the meetings of the Board of Directors and all committees; and directing staff to make necessary modifications to implement the ADA requirements of Assembly Bill No. 2449**

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department, Jim Ruane, Assistant Chief/Logistics Department and Robert Cortez, Assistant Chief/Business Services Department

Recommended Action:

Adopt a resolution.

**F. Inter-agency Services Agreement with Rancho Santiago Community College District for Instructional Training**

Submitted by: Rob Capobianco, Assistant Chief/EMS & Training Department and Jason Sultzer, Battalion Chief/Operations Training

Recommended Action:

Approve and authorize the Fire Chief, or designee, to execute the Inter-Agency Services Agreement between the OCFA and Rancho Santiago Community College District, subject to non-substantive amendments as determined by the General Counsel, for a term of five years (April 2023 through March 2028) and thereafter, this agreement will be submitted to the Executive Committee for renewals.

**3. DISCUSSION CALENDAR**

**A. Approval of Memorandum of Understanding Orange County Professional Firefighters Association**

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

Recommended Action:

Approve the proposed MOU between the Orange County Fire Authority and the Orange County Professional Firefighters Association for a term of March 23, 2023, through March 22, 2027.

**B. Election of Unscheduled Vacancy of the Board 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 (if necessary) for the balance of 2023.

**BOARD MEMBER COMMENTS**

**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. CONFERENCE WITH LABOR NEGOTIATORS** pursuant to Government Code Section 54957.6

Negotiators:

Peter Brown, Liebert Cassidy Whitmore and Stephanie Holloman, Assistant Chief/Human Resources Director

Employee Organizations:

- Orange County Professional Firefighters Association, IAFF - Local 3631;

- Chief Officers Association (COA);
- Orange County Employees Association (OCEA);
- and
- Orange County Fire Authority Management Association (OCFAMA)

**CS2. 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

**CS3. CONFERENCE WITH LEGAL COUNSEL - PUBLIC EMPLOYEE PERFORMANCE EVALUATION** pursuant to Government Code Section 54954.5  
Position: Fire Chief

**CS4. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION**  
(Paragraph (1) of subdivision (d) of Section 54956.9)  
Name of case: Desiree Horton v. OCFA, et al.; OCSC Case No. 30-2021-01200267-CU-WT-WJC

**CS5. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION**  
(Paragraph (1) of subdivision (d) of Section 54956.9)  
Name of case: Thomas Townley v. OCFA; OCSC Case No. 30-2022-01267557-CU-OE-CJC

**CS6. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION**  
(Paragraph (1) of subdivision (d) of Section 54956.9)  
Name of case: Colleen Windsor v. OCFA et al.; OCSC Case. No. 30-2021-01227581-CU-OE-CJC

**RECONVENE TO OPEN SESSION**

**CLOSED SESSION REPORT** by General Counsel

**ADJOURNMENT** – The next meeting of the Orange County Fire Authority Board of Directors will be on Thursday, April 27, 2023, 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.

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Maria D. Huizar, CMC  
Clerk of the Authority

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

- Labor Negotiations
- Fiscal Year 2021-2022 Backfill/Overtime and Total Earnings/Compensation Analysis
- ABH Reimbursement Rates
- Proposed Budget FY 2023-24
- Proclamation: Wildfire Awareness Week
- Cal Fire and Gray Book Funding

**UPCOMING MEETINGS:**

Budget and Finance Committee  
Executive Committee  
Board of Directors

Wednesday, April 12, 2023, 12 noon  
Thursday, April 27, 2023, 5:30 p.m.  
Thursday, April 27, 2023, 6:00 p.m.