



ORANGE COUNTY FIRE AUTHORITY AGENDA

EXECUTIVE COMMITTEE REGULAR MEETING

Thursday, April 27, 2023
5:30 P.M.

Regional Fire Operations and Training Center
Board Room
1 Fire Authority Road
Irvine, CA 92602

Vince Rossini, Chair • John O'Neill, Vice Chair
Dave Shawver • Shelley Hasselbrink • Donald P. Wagner
Noel Hatch • Mark Tettemer • Phil Bacerra • Gene Hernandez
Ex Officio Member - Dennis Wilberg, Mission Viejo

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. 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 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>



In compliance with the Americans with Disabilities Act and [Board of Directors policy](#), if you need reasonable accommodations to participate in this meeting, please complete the [ADA Reasonable Accommodation Form](#) available on the Agency's website and email to COA@ocfa.org, or you may contact the Clerk of the Authority at (714) 573-6040 during regular business hours to submit your request orally. Please notify us at least 48 hours prior to the meeting to enable the Authority to make reasonable arrangements to assure accessibility to the meeting.

CALL TO ORDER by Chair Rossini

INVOCATION by OCFA Chaplain Harry Robinson

PLEDGE OF ALLEGIANCE by Director Tettemer

ROLL CALL by Clerk of the Authority

REPORT

A. Report from the Budget and Finance Committee Chair

B. Quarterly CIP Update

PUBLIC COMMENTS

Please refer to instructions on how to submit a public comment 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 show that any Director not in attendance at the meeting of the Minutes will be registered as an abstention, unless otherwise indicated.

Recommended Action:

Approve the Minutes for the March 23, 2023, Regular 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 April 12, 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 Nguyen, Gabbard and Bourne absent).

Recommended Action:

Receive and file the reports.

C. Contract Award for a Staffing & Timekeeping Application Needs Assessment

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

Recommended Action:

Approve and Authorize the Purchasing Manager to enter into a Professional Services Agreement with Gartner, Inc. for a Staffing and Timekeeping Applications Needs Assessment for an amount not to exceed \$295,000.

D. Amendment of Professional Services Agreement for Staffing and Timekeeping Application Support Services

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

Recommended Action:

Approve and authorize the Purchasing Manager to extend the Professional Services Agreement with Information Management Technologies for one year in an amount not to exceed \$465,000.

E. Blanket Order Extension for Firefighting Helmets

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Russ Snider, Service Center Supervisor

Recommended Action:

Approve and authorize the Purchasing Manager to extend the previously approved Blanket Order contract with Allstar Fire Equipment for the purchase of Phenix First Due firefighting helmets for a one-year period through June 30, 2024, and to increase the contract by \$52,600, to an amount not to exceed \$142,600 annually.

F. Blanket Order Extension for Automatic Medication Distribution Stations

Submitted by: Rob Capobianco, Assistant Chief/Emergency Medical Services & Training Department and Paul Whittaker, Battalion Chief/Emergency Medical Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to extend the previously approved Blanket Order contract with CareFusion Corporation for the rental and maintenance of custom automatic pharmaceutical dispensing cabinets for a one-year period through April 30, 2024 and to increase the contract by \$8,088.79 per month to an amount not to exceed \$97,065.48.

G. Blanket Order for San Bernardino Regional Emergency Training Center

Submitted by: Tim Perkins, Assistant Chief/Field Operations South and Nick Freeman, Division Chief/Division 2

Recommended Action:

Approve and authorize the Purchasing Manager to issue a blanket order to San Bernardino Regional Emergency Training Center for an annual amount not to exceed \$60,000 (\$300,000 aggregate for a five-year term).

3. DISCUSSION CALENDAR

None

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next meeting will be a Regular Meeting of the Executive Committee on Thursday, May 25, 2023 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
- Agreement for Professional Labor Negotiation Services
- 3rd Quarter Financial Newsletter
- 3rd Quarter Purchasing Report
- Annual Workers Compensation and General Liability Insurance
- Quarterly CIP Update

UPCOMING MEETINGS:

Human Resources Committee	Tuesday, May 2, 2023, 12 noon
Operations Committee	Tuesday, May 9, 2023, 12 noon
Budget and Finance Committee	Wednesday, May 10, 2023, 12 noon
Executive Committee	Thursday, May 25, 2023, 5:30 p.m.
Board of Directors	Thursday, May 25, 2023, 6:00 p.m.