



# ORANGE COUNTY FIRE AUTHORITY

## Executive Committee

### Regular Meeting

## Agenda

Thursday, January 25, 2024  
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 Tettermer • Phil Bacerra  
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](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 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](mailto: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 Jeff McKee

**PLEDGE OF ALLEGIANCE** by Director Hasselbrink

**ROLL CALL** by Clerk of the Authority

**REPORT**

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

**PUBLIC COMMENTS**

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

**1. PRESENTATIONS**

None.

**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 November 16, 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 January 10, 2024, 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 8-0 (Director Gabbard absent).

Recommended Action:

Receive and file the reports.

C. [Award of IFB #JA2653 Purchase of Two Aircraft Towing Tugs](#)

Submitted by: Jim Ruane, Assistant Chief/Logistics Department, Kevin Berghaus, Fleet Services Division Manager/Logistics Department and Kyle Kuzma, Battalion Chief/Air Operations

Recommended Action:

Approve and authorize the Purchasing Manager to execute a Master Agreement with Proserv Aviation Holdings and issue a purchase order in the amount of \$185,856.00, for the purchase of two aircraft towing tugs.

D. [Award of Contract for Fire Alarm System Services RFP RO2644](#)

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Patrick Bauer, Property Manager/Logistics Department

Recommended Action:

Approve and authorize the Purchasing Manager to enter into a Maintenance Agreement with HC Integrated Systems, Inc. for Fire Alarm System Services for an initial one-year term with the option of four (4) one-year renewals at an amount not to exceed \$300,000 annually (\$1,500,000 for the total five-year term).

E. [Annual Renewal of Aviation Insurance](#)

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Rhonda Haynes, Risk Manager

Recommended Action:

Approve and authorize the Fire Chief, or his designee, to bind the Aviation Insurance Program coverage with Chubb for the policy period February 2024, to February 2025, with a premium of \$715,411 (with the precise date of the policy period to match the date that OCFA takes delivery of the FireHawks).

F. [Award of RFP# SK2595 Armed Physical Security Services](#)

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Patrick Bauer, Property Manager/Logistics Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to execute the proposed Security Services Agreement for Armed Physical Security ~~and Security Management Services~~

with Allied Universal for a three-year initial term plus two optional one-year renewals in an amount not to exceed \$495,000 annually (\$2,475,000 5-year aggregate).

2. Approve and authorize the Purchasing Manager to increase and extend the existing contract for unarmed physical security services with Allied Universal as needed to allow for the transition to the new contract for armed physical security services.

**3. DISCUSSION CALENDAR**

None.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The next meeting will be a Regular Meeting of the Executive Committee on Thursday, February 22, 2024, 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
- Quarterly CIP Update
- 2<sup>nd</sup> Quarter Financial Newsletter
- 2<sup>nd</sup> Quarter Purchasing Report
- Award a contract to GE Tru-Choice for FireHawk Helicopter Engine Maintenance

**UPCOMING MEETINGS:**

Human Resources Committee  
 Operations Committee  
 Budget & Finance Committee  
 Executive Committee  
 Board of Directors

Tuesday, February 6, 2024, 12 noon  
 Tuesday, February 13, 2024, 12 noon  
 Wednesday, February 14, 2024, 12 noon  
 Thursday, February 22, 2024, 5:30 p.m.  
 Thursday, February 22, 2024, 6:00 p.m.