



ORANGE COUNTY FIRE AUTHORITY

EXECUTIVE COMMITTEE

Regular Meeting Agenda

Thursday, May 23, 2024
5:30 P.M.

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

John O'Neill, Chair • Troy Bourne, Vice Chair
Dave Shawver • Shelley Hasselbrink • Donald P. Wagner
Noel Hatch • Mark Tettermer • Phil Bacerra • Vince Rossini
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 O’Neill

INVOCATION by OCFA Chaplain Ken Krikac

PLEDGE OF ALLEGIANCE by Director Bacerra

ROLL CALL by Clerk of the Authority

REPORT(S)

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. PRESENTATION(S)

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 April 25, 2024, Regular Meeting as submitted.

B. [Monthly Investment Reports](#)

Submitted by: Robert C. Cortez, Assistant Chief/Business Services Department and James Slobojan, Assistant Treasurer

On May 8, 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 5-0 (Directors Hasselbrink, Rossini, Nguyen, and Bourne absent).

Recommended Action:

Receive and file the reports.

C. **Third Quarter Financial Newsletter**

Submitted by: Robert C. Cortez, Assistant Chief/Business Services Department and James Slobojan, Assistant Treasurer

On May 8, 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 5-0 of (Directors Hasselbrink, Rossini, Nguyen, and Bourne absent).

Recommended Action:

Receive and file the report.

D. **Third Quarter Purchasing Report**

Submitted by: Robert C. Cortez, Assistant Chief/Business Services Department and Sara Kennedy, Purchasing Division Manager

On May 8, 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 5-0 (Directors Hasselbrink, Rossini, Nguyen, and Bourne absent).

Recommended Action:

Receive and file the report.

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

Submitted by: Jim Ruane, Assistant Chief/ Logistics Department, Tim Perkins, Assistant Chief/Field Operations South, and Robert Cortez, Assistant Chief/ Business Services

Recommended Action:

Approve and Authorize the Purchasing Manager to extend the Professional Services Agreement with Information Management Technologies for up to three one-year periods, in an amount not to exceed \$478,950 in year one, and maximum annual increases of up to 3% based on CPI, provided approved annual budgets are sufficient to cover the contract costs.

F. **Blanket Order for County of Orange Communications Equipment Maintenance/Repair Services**

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Joel Brodowski, IT Division Manager/ Logistics Department

Recommended Action:

1. Approve and authorize the Purchasing Manager to renew a previously approved blanket order to the County of Orange Sheriff's Department (OCSD) for an annual amount not to exceed \$150,000 (\$750,000 aggregate for a five-year term).
2. Approve and authorize the Purchasing Manager to renew future CCCS 800MHz contracts resulting from annual system cost increases and additional OCFA radios as long as funding is available in the adopted budget.

G. Approval of License Agreement for Temporary Storage

Submitted by: Jim Ruane, Assistant Chief/Logistics Department, Tim Perkins, Assistant Chief/Field Operations South, and Julie Samaniego, Construction & Facilities Division Manager, Logistics Department

Recommended Action:

Approve and authorize the Construction and Facilities Division Manager to execute a license agreement with the County of Orange for temporary use of the Santiago Canyon Landfill site for the storage of heavy equipment.

H. Legislative Report

Submitted by: Robert C. Cortez, Assistant Chief/Business Services Department and Olina Wibroe-Benson, Legislative Affairs Program Manager

At its May 15, 2024, Legislative and Public Affairs Committee meeting, the Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 5-0 (Director Wagner opposed to SB 1325 only, Directors Kalmick and Mallari absent).

Recommended Action:

Receive and file the Legislative Report and adopt the recommended bill positions in alignment with the Board-adopted Legislative Platform.

I. Contract Increase for Copier/Multifunctional Devices (MFD) Lease

Submitted by: Robert C. Cortez, Assistant Chief/Business Services, Jim Ruane Assistant Chief/Logistics

Recommended Action:

Approve and authorize the Purchasing Manager to increase the blanket order contract with UBEO West, LLC for a five-year term at an annual contract amount of \$220,000 annually (\$1,100,000 total 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, June 27, 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
- 4th Quarter Financial Newsletter
- 4th Quarter Purchasing Report
- Award a contract to GE Tru-Choice for FireHawk Helicopter Engine Maintenance

UPCOMING MEETINGS:

Budget and Finance Committee
 Executive Committee
 Board of Directors

Wednesday, June 12, 2024, 12 noon
 Thursday, June 27, 2024, 5:30 p.m.
 Thursday, June 27, 2024, 6:00 p.m.