



ORANGE COUNTY FIRE AUTHORITY

EXECUTIVE COMMITTEE

Regular Meeting Agenda

**Thursday, February 27, 2025
5:30 P.M.**

**Regional Fire Operations and Training Center
Board Room**

1 Fire Authority Road
Irvine, CA 92602

Phil Bacerra, Chair • Joe Kalmick, Vice Chair
Dave Shawver • Shelley Hasselbrink • Donald P. Wagner
Mark Tettemer • Troy Bourne • Austin Lumbard

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 Bacerra

INVOCATION by OCFA Chaplain Brett Peterson

PLEDGE OF ALLEGIANCE by Vice Chair Kalmick

ROLL CALL by Clerk of the Authority

REPORT

A. Report from the Budget and Finance Committee

B. Report from the Human Resources 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 January 23, 2025, Regular Meeting as submitted.

B. [Monthly Investment Reports](#)

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

On February 11, 2025, 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 4-0 (Directors Sweeney and Nguyen absent).

Recommended Action:

Receive and file the reports.

C. Second Quarter Financial Newsletter

Submitted by: Robert C. Cortez, Assistant Chief/Business Services Department, Jim Slobojan, Treasurer/Treasury & Financial Planning and Stuart Lam, Budget Manager/Treasury & Financial Planning

On February 11, 2025, 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 4-0 (Directors Sweeney and Nguyen absent).

Recommended Action:

Receive and file the report.

D. Second Quarter Purchasing Report

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

On February 11, 2025, 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 4-0 (Directors Sweeney and Nguyen absent).

Recommended Action:

Receive and file the report.

E. New Classification for Helicopter Coordinator

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Nicole Chung, Human Resources Manager/Human Resources Department

On February 4, 2025, the Human Resources Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 4-0 (Director Frost absent).

Recommended Action:

Approve the establishment of the new classification and salary range for Helicopter Coordinator.

F. EMS Coordinator Salary Adjustment

Submitted by: Stephanie Holloman, Assistant Chief/Human Resources Department and Nicole Chung, Human Resources Manager/Human Resources Department

On February 4, 2025, the Human Resources Committee reviewed the proposed agenda item and directed staff to place the item on the Executive Committee agenda by a vote of 4-0 (Director Frost absent).

Recommended Action:

Approve the new salary range for the EMS Coordinator classification.

G. Approval of General Electric Company True Choice Agreement for Firehawk Helicopter Maintenance Support

Submitted by: Tim Perkins, Assistant Chief/Field Operations South and Dan Dufrene, Battalion Chief/Air Operations

Recommended Action:

Approve and authorize the Purchasing Manager to execute a True Choice Engine Services Agreement with General Electric Company for a five-year term in an amount not to exceed \$702,000 for calendar year 2025, subject thereafter to a 5% annual escalator, consistent with the terms outlined in the staff report and subject to changes approved by General Counsel.

H. Increase to Blanket Order for Sikorski Total Assurance Plan

Submitted by: Tim Perkins, Assistant Chief/Field Operations South and Dan Dufrene, Battalion Chief/Air Operations

Recommended Action:

Approve and authorize the Purchasing Manager to increase the existing blanket order with Helicopter Support, Inc. by \$800,000, to an amount not to exceed \$2,100,000 annually.

I. Contract Extension - Staff Augmentation Services

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Rommel Hidalgo, IT Manager/Logistics Department

Recommended Action:

Approve and authorize the Purchasing Manager to extend and increase the current Professional Services Agreement with Computer Aid, Inc. for up to three years through September 10, 2028, for a not to exceed aggregate total of \$5,108,144, so long as a valid cooperative contract is utilized.

J. Item pulled at the request of staff.

3. DISCUSSION CALENDAR

None.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next meeting will be a Regular Meeting of the Executive Committee on Thursday, March 27, 2025, 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
- 3rd Quarter Financial Newsletter
- 3rd Quarter Purchasing Report
- Contract Increase for Heli-Tender Truck (PB Loader / Sourwell)
- Contract Increase for Vehicle Parts and Repair Services (Rincon Truck Center)

UPCOMING MEETINGS:

Budget and Finance Committee	Wednesday, March 12, 2025, 12 noon
Legislative & Public Affairs Committee	Wednesday, March 19, 2025, 12 noon
Executive Committee	Thursday, March 27, 2025, 5:30 p.m.
Board of Directors	Thursday, March 27, 2025, 6:00 p.m.