



ORANGE COUNTY FIRE AUTHORITY

EXECUTIVE COMMITTEE

Regular Meeting Agenda

Thursday, March 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
Shelley Hasselbrink • Dave Shawver • Donald P. Wagner
Kelly Jennings • Austin Lumbard • Nitesh Patel • Joshua Sweeney

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 Kraning

PLEDGE OF ALLEGIANCE by Director Jennings

ROLL CALL by Clerk of the Authority

REPORT

- A. **Report from the Budget and Finance Committee**
- B. **Report from the Legislative and Public Affairs 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 February 27, 2025, Regular Meeting as submitted.

- B. **Monthly Investment Reports**

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

On March 12, 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 6-0 (Directors Traut, Hasselbrink and Nguyen absent).

Recommended Action:

Receive and file the reports.

C. Approval of Entry Permit License Agreement with Irvine Ranch Water District

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

Recommended Action:

Approve and authorize the Fire Chief to execute the attached license agreement with Irvine Ranch Water District to allow fire suppression training at Irvine Lake for a term of the permit April 1, 2025 through March 31, 2027, subject to non-substantive changes approved by General Counsel.

D. Item pulled at the request of staff

E. Legislative Quarterly Update

Submitted by: Robert C. Cortez, Assistant Chief/Business Services Department

Recommended Action:

Receive and file the Legislative Report and adopt the recommended bill positions for AB270 and AB275 in alignment with the Board-adopted Legislative Platform, incorporating the following amendments:

- Ensure that OCFA is included as part of the working group, as the Director of Emergency Services is required to appoint members with expertise in Southern California Edison's Quick Reaction Force Program.
- Establish a deadline for when the reporting will take place.

F. Increase to Blanket Order Contract for Generator Maintenance and Repair

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Julie Samaniego, Construction and Facilities Division Manager/Logistics Department

Recommended Actions:

1. Approve and authorize the Purchasing Manager to increase the current year contract with Duthie Power Services by \$300,000 for the repair and maintenance of OCFA generators for a new total not to exceed amount of \$600,000;
2. Approve and authorize the Purchasing Manager to renew the blanket order contract with Duthie Power Services in an amount not to exceed \$500,000 annually for each of the four remaining optional renewals.

G. Blanket Order Contract Renewal and Rate Adjustment for General Counsel Services

Submitted by: Lori Zeller, Deputy Chief/Administration & Support Bureau and Robert C. Cortez, Assistant Chief/Business Services Department

Recommended Actions:

1. Approve hourly rate structure as shown in Attachment 1 for legal services provided by Woodruff & Smart, effective July 1, 2025, with subsequent rate adjustments effective on July 1, 2026 and July 2027 as shown in Attachment 1.
2. Approve and authorize the Purchasing Manager to renew the previously approved blanket order with Woodruff & Smart for three years at an annual amount not to exceed \$675,000, with annual increases due to usage not to exceed 3%.
3. Direct staff to schedule an evaluation of General Counsel, to be conducted by the Board of Directors and completed no later than one year prior to the next contract renewal date of March 1, 2028.

H. Blanket Order Increase for Professional and Confidential Counseling Services

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

Recommended Action:

Approve and authorize the Purchasing Manager to increase the blanket order contract amount with The Counseling Team International by \$75,000 to a new total contract amount not to exceed \$275,000 annually.

I. Extension of Blanket Order Contracts for Cummins Parts and Repair Services

Submitted by: Jim Ruane, Assistant Chief/Logistics Department and Kevin Berghaus, Fleet Services Division Manager/Logistics Department

Recommended Action:

Approve and authorize the Purchasing Manager to extend the blanket order contracts with Rincon and Harbor Diesel for parts, repairs, and related services through June 30, 2025 in respective amounts not to exceed \$150,000.

3. DISCUSSION CALENDAR

None.

COMMITTEE MEMBER COMMENTS

ADJOURNMENT – The next meeting will be a Regular Meeting of the Executive Committee on Thursday, April 24, 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)

UPCOMING MEETINGS:

Budget and Finance Committee
Executive Committee

Wednesday, April 9, 2025, 12 noon
Thursday, April 24, 2025, 5:30 p.m.