



# ORANGE COUNTY FIRE AUTHORITY

## EXECUTIVE COMMITTEE

### Regular Meeting Agenda

**Thursday, February 26, 2026  
5:30 P.M.**

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

Joshua Sweeney, Chair • Nitesh Patel, Vice Chair  
Phil Bacerra • Shelley Hasselbrink • Kelly Jennings • Austin Lumbard  
Dave Shawver • Donald P. Wagner

#### 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 Sweeney

**INVOCATION** by OCFA Chaplain Dave Keehn

**PLEDGE OF ALLEGIANCE** by Director Lombard

**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 22, 2026, Regular Meeting as submitted.

**B. Second Quarter Financial Newsletter**

Submitted by: Sara Kennedy, Assistant Chief/Business Services Department, James Slobojan, Treasurer/Treasury & Financial Planning and Stuart Lam, Budget Manager/Treasury & Financial Planning

Recommended Action:  
Receive and file the report.

**C. Second Quarter Purchasing Report**

Submitted by: Sara Kennedy, Assistant Chief/Business Services Department

Recommended Action:  
Receive and file the report.

**D. Monthly Investment Report**

Submitted by: Sara Kennedy, Assistant Chief/Business Services Department, James Slobojan, Treasurer/Treasury & Financial Planning, and Traci Lee, Assistant Treasurer/Treasury & Financial Planning

Recommended Action:  
Receive and file the report.

**E. US&R Civilian Classification Salary Update**

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

Recommended Action:  
Approve the salary range for the Incident Support Team (IST) Affiliate reflecting a maximum rate of pay in alignment with the Deputy Fire Chief salary rate.

**3. DISCUSSION CALENDAR**

None.

**COMMITTEE MEMBER COMMENTS**

**ADJOURNMENT** – The next regular meeting will be a Regular Meeting of the Executive Committee on Thursday, March 26, 2026, 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.

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Maria D. Huizar, CMC  
Clerk of the Authority

**FUTURE EC AGENDA ITEMS – THREE-MONTH OUTLOOK:**

- Monthly Investment Report
- Third Quarter Financial Newsletter
- Third Quarter Purchasing Report

**UPCOMING MEETINGS:**

Budget and Finance Committee

Wednesday, March 11, 2026, 12 noon

Legislative and Public Affairs Committee

Wednesday, March 18, 2026, 12 noon

Executive Committee

Thursday, March 26, 2026, 5:30 p.m.

Board of Directors

Thursday, March 26, 2026, 6:00 p.m.