

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Executive Committee Regular Meeting
Thursday, July 16, 2015
6:00 P.M.

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

CALL TO ORDER

Chair Murray called the regular meeting of the Orange County Fire Authority Executive Committee to order at 6:03 p.m. on July 16, 2015.

INVOCATION

Chaplain Brett Peterson offered the invocation.

PLEDGE OF ALLEGIANCE

Director Swift led the assembly in the Pledge of Allegiance to our Flag.

ROLL CALL

Present: Noel Hatch, Laguna Woods
Gene Hernandez, Yorba Linda
Jeffrey Lalloway, Irvine
Al Murray, Tustin
David Shawver, Stanton
Todd Spitzer, County of Orange
Elizabeth Swift, Buena Park

Absent: Jerry McCloskey, Laguna Niguel

Also present were:

Fire Chief Jeff Bowman	Assistant Chief Dave Thomas
Assistant Chief Mike Schroeder	Assistant Chief Lori Smith
Assistant Chief Brian Young	Director of Communications Sandy Cooney
General Counsel David Kendig	Clerk of the Authority Sherry Wentz
Human Resources Director Jeremy Hammond	

1. PRESENTATIONS

No items.

REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR (F: 12.02A6)

Vice Chair Swift reported at the July 15, 2015, meeting of the Budget and Finance Committee, the Committee voted unanimously to direct staff to place the Monthly Investment Reports and the Quarterly Change Order Report on the agenda for the Executive Committee meeting with the Budget and Finance Committee's recommendation that the Executive Committee receive and file the reports. The Committee voted to direct staff to place the Updated Cost Reimbursement Rates, the Approval of the Updated OCFA ALS Paramedic and BLS Medical Supplies Reimbursement Rates, and the Community Risk Reduction Fee Study and Adoption of Associated Fee Schedules on the agenda for the Board of Directors meeting with the Budget and Finance Committee's recommendation that the Board of Directors approve the recommended actions. The Committee also reviewed the Quarterly Status Update – Orange County Employees' Retirement System, and accepted the Grant Acceptance FEMA Assistance to Firefighter Grant.

REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR (F: 12.02A6)

Chair Shawver reported at the July 15, 2015, meeting of the Human Resources Committee, the Committee voted unanimously to direct staff to place the Award of RFP for Class & Compensation Study Services on the agenda for the Executive Committee meeting with the Human Resources Committee's recommendation that the Executive Committee approve the recommended actions. The Committee received updates on the RFOTC Active Shooter Drill, the Professional Standards Unit, promotional process for sworn employees, and the Academy 41 Orientation.

REPORT FROM THE FIRE CHIEF

Fire Chief Jeff Bowman introduced Assistant Chief David Thomas who provided an update on the recent 241 Fire.

PUBLIC COMMENTS (F: 12.02B3)

Chair Murray opened the Public Comments portion of the meeting. Chair Murray closed the Public Comments portion of the meeting without any comments from the general public.

2. MINUTES

A. Minutes from the June 18, 2015, Regular Executive Committee Meeting (F: 12.02B2)

On motion of Director Shawver and second by Vice Chair Hernandez, the Executive Committee voted unanimously by those present to approve the regular Executive Committee Minutes as submitted.

3. CONSENT CALENDAR

A. Monthly Investment Reports (F: 11.10D2)

On motion of Director Shawver and second by Director Swift, the Executive Committee voted unanimously by those present to receive and file the reports.

B. Award of RFP # DC2001 – Class & Compensation Study Services (F: 17.18A)

On motion of Director Shawver and second by Director Swift, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to award contracts to CPS HR Consulting and Ralph Andersen & Associates in an aggregate amount not to exceed \$100,000 annually and to approve two additional renewal options based on need and contract performance.

C. Quarterly Change Order Report (F: 11.10H1)

Director Spitzer pulled this item for clarification on a few of the change orders.

On motion of Director Spitzer and second by Chair Murray, the Executive Committee voted unanimously by those present to receive and file the report.

D. Award of Bid JA2053 – Purchase of 4 Chevrolet Tahoes (F: 19.09E)

On motion of Director Shawver and second by Director Swift, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to issue a purchase order to Simpson Chevrolet in the amount of \$208,113.56 (includes sales tax).

E. Wildland Inspection Mobile Computer Application (F: 19.08A6)

Director Spitzer pulled this item to address his continued concerns regarding travel expenses being included within contracts.

On motion of Director Spitzer and second by Chair Murray, the Executive Committee voted unanimously by those present to:

1. Approve and authorize the Fire Chief to sign the Environmental Systems Research Institute, Inc. (ESRI) contract amendment.
2. Approve and authorize the Purchasing Manager to increase purchase order PO 008794 to ESRI by \$50,000 for a new not to exceed amount of \$100,000 for additional GIS professional services for computer application design and development of the OCFA GIS Wildland Inspection Mobile Computer Application.

F. Blanket Order Contract Increases and Renewals – Fleet Services (F: 15.09F)

On motion of Director Shawver and second by Director Swift, the Executive Committee voted unanimously by those present to:

1. Approve and authorize the Purchasing Manager to renew and extend the blanket order with Dartco Transmissions for the final remaining renewal year of the contract as proposed.
2. Approve and authorize the Purchasing Manager to renew and extend the blanket order with Traction Genuine Parts Co. for up to three additional years as proposed.
3. Approve and authorize the Purchasing Manager to increase the blanket order with Trucparco by \$10,000 for a total not to exceed amount of \$50,000 annually and extend the contract for up to three additional years as proposed.

G. Blanket Order Contract – Janitorial Supplies (F: 18.10A2b1)

On motion of Director Shawver and second by Director Swift, the Executive Committee voted unanimously by those present to approve and authorize the Purchasing Manager to replace the existing janitorial supplies blanket order, which is expiring on July 31, 2015, with a new two-year blanket order contract with Waxie Sanitary Supply for a not to exceed amount of \$180,000 annually.

H. Annual Renewal of California State Association of Counties Excess Insurance Authority (CSAC-EIA) Workers' Compensation Excess Insurance (F:18.102b1)

On motion of Director Shawver and second by Director Swift, the Executive Committee voted unanimously by those present to approve and authorize the Fire Chief, or his designee, to bind insurance coverage with the CSAC-EIA for workers' compensation excess insurance with an annual premium of \$222,614 for coverage with a \$2,000,000 self-insured retention.

END OF CONSENT CALENDAR

4. DISCUSSION CALENDAR

A. Legislative Update AB 1217 and Status Report on the Third Amendment to the JPA Agreement (F: 11.10F4) (X: 10.2)

Director of Communications and Public Affairs Sandy Cooney provided the status of AB 1217 and the JPA's Third Amendment. He also noted that he is researching proposed Drone bills within the State Legislature.

CLOSED SESSION

There were no items scheduled for Closed Session.

COMMITTEE MEMBER COMMENTS (F: 12.02A4)

Director Shawver commented on his observations at the recent Fire Explorer's "Life in the Day" training exercises.

Director Spitzer requested staff to report on the recent drone activity inhibiting firefighters at the next meeting and noted an upcoming Drowning Prevention Task Force meeting had been scheduled for August 3, 2015.

Director Swift noted attending the Grand Opening of Fire Station 56 and thanked Assistant Chief Schroeder for the facility tour.

Chair Murray complimented staff for the great Grand Opening held at Station 56. He thanked Division Chief McKeown for his work on the Explorer Academy. He noted attending the Fire/EMS Deployment Demonstration for the City Managers and commended Fire Chief Bowman and staff on their presentations. He also thanked the firefighters who assisted with the 241 Fire, and complemented the OCFA updated website.

ADJOURNMENT – Chair Murray adjourned the meeting at 6:48 p.m. The next regular meeting of the Executive Committee is scheduled for Thursday, August 20, 2015, at 6:00 p.m.



Sherry A.F. Wentz, CMC
Clerk of the Authority