



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

Thursday, November 20, 2014

6:00 P.M.

**Regional Fire Operations and Training Center**

**Board Room**

1 Fire Authority Road

Irvine, CA 92602

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 Board of Directors 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 Sherry A.F. Wentz, 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>

If you wish to speak before the Fire Authority Board, 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 being heard before the Board. Speaker Forms are available at the counters of both entryways of the Board Room.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040.

### **CALL TO ORDER**

**INVOCATION** by OCFA Chaplain Robert Benoun

**PLEDGE OF ALLEGIANCE** by Director McCullough

### **ROLL CALL**

### **PRESENTATIONS**

**1. Requests for Commendations and Proclamations**

Submitted by: Sherry Wentz, Clerk of the Authority

- A. Recognition of Amanda Firestone and Makarena Galmarini for their lifesaving efforts
- B. Recognition of OCFA Dispatchers Collette Whitlock and Mishele Richards
- C. Recognition of outgoing Board Members

Recommended Action:

Approve requests as submitted and make presentations to those present.

## **PUBLIC COMMENTS**

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 Board on items within the Board's 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 Board as a whole, and do not engage in dialogue with individual Board Members, Authority staff, or members of the audience.

The Agenda and Minutes are now available through the Internet at [www.ocfa.org](http://www.ocfa.org). You can access upcoming agendas on the Monday before the meeting. The minutes are the official record of the meeting and are scheduled for approval at the next regular Board of Directors meeting.

## **REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR**

## **REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR**

## **REPORT FROM THE FIRE CHIEF**

- Status of 120-Day Plan (90-Day Update)
- Ebola Virus Disease Update

## **MINUTES**

2. [Minutes from October 23, 2014, Regular Board of Directors Meeting](#)  
Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:  
Approve as submitted.

## **CLOSED SESSION**

### **CS1. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION**

Name of Claim: Larry Colgan v. OCFA

Case No. WCAB: ADJ 6933032, ADJ 933021, ADJ 7575097

Authority: Government Code Section 54956.9(a)

### **CS2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Authority: Government Code Section 54956.9(b) - Significant Exposure to Litigation  
(2 cases)

### **CS3. PUBLIC EMPLOYEE APPOINTMENT**

Title: Fire Chief

Authority: Government Code Section 54957(b)(1)

## **CLOSED SESSION REPORT**

**CONSENT CALENDAR****3. [Annual Statement of Investment Policy and Investment Authorization](#)**

Submitted by: Patricia Jakubiak, Treasurer

Recommended Actions:

1. Review and approve the submitted Investment Policy of the Orange County Fire Authority, to be effective January 1, 2015.
2. Pursuant to Government Code Sections 53601 and 53607, renew delegation of investment authority to the Treasurer for a one-year period, to be effective January 1, 2015.

**4. [Adoption of Revised Conflict of Interest Code](#)**

Submitted by Sherry Wentz, Clerk of the Authority

Recommended Action:

Adopt the proposed Resolution revising the OCFA Conflict of Interest Code, and direct the Clerk of the Authority to submit the Resolution to the Orange County Board of Supervisors, as the Code reviewing body, for approval.

**5. [Audited Financial Reports for the Fiscal Year Ended June 30, 2014](#)**

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Receive and file the reports.

**6. [Updated Cost Reimbursement Rates and Methodologies](#)**

Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Actions:

1. Adopt the updated Equipment Cost Reimbursement Rate schedule effective November 21, 2014.
2. Approve and adopt the proposed Resolution authorizing suppression (safety) personnel to be reimbursed portal to portal for time assigned on an in or out of county incident.

7. **[Contract Increase for TriTech Software Systems for Computer Aided Dispatch Software, Hardware, and Professional Services Relating to the Public Safety Systems Project](#)**

Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Actions:

1. Approve and authorize Amendment No. 3 to the System Implementation Agreement with TriTech Software Systems to:
  - a. Include additional services at an increased cost of \$178,337.50; and
  - b. Remove software and services, and transition the Resource Ordering Status System (ROSS) interface development from TriTech to OCFA staff for a savings of -\$163,850.00.
  - c. The net increase associated with Amendment No. 3 is \$14,487.50.
2. Approve a contract increase for payment of \$30,275.52 in travel expenses that were stated in the previously approved TriTech contract as expenses to be billed as incurred.
3. Direct the Purchasing Manager to process Amendment No. 3 and the contract increase for travel, for a new total contract value of \$2,583,299.02.

8. **[Secured Fire Protection Agreement with Shady Creek, LLC, a California Corporation, Related to the Hoag Health Center Development, Tract 15177, in the City of Irvine](#)**

Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Actions:

1. Approve and authorize the Fire Chief or his designee to execute a Secured Fire Protection Agreement with Shady Creek, LLC, a California Corporation, Related to the Hoag Health Center Development, Tract 15177, in the City of Irvine.
2. Direct the Clerk of the Authority to record the Secured Fire Protection Agreement in the Official Records of the County of Orange and furnish to Shady Creek, LLC, a copy of the conformed document within fifteen days of recordation.

9. **[Secured Fire Protection Agreement with H. E. Irvine, LLC, a California Corporation, Related to the Hyatt House Irvine project, Parcel 4Q, Lot Adjustment 593337 LL, in the City of Irvine](#)**

Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Actions:

1. Approve and authorize the Fire Chief or his designee to execute a Secured Fire Protection Agreement with H. E. Irvine, LLC, a California Corporation, related to the Hyatt House Irvine project, Parcel 4Q, Lot Adjustment 593337 LL, in the City of Irvine.
2. Direct the Clerk of the Authority to record the Secured Fire Protection Agreement in the Official Records of the County of Orange and furnish to H. E. Irvine, LLC, a copy of the conformed document within fifteen days of recordation.

10. [Secured Fire Protection Agreement with USA Portola Properties, LLC, and Sunranch Capital Partners, LLC, California Corporations, Related to the Portola Center Development, Tracts 15353, 17300, and Area Plan 2008-01 in the City of Lake Forest](#)

Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Actions:

1. Approve and authorize the Fire Chief or his designee to execute a Secured Fire Protection Agreement with USA Portola Properties, LLC, and Sunranch Capital Partners, LLC, California Corporations, related to the Portola Center Development, Tracts 15353, 17300, and Area Plan 2008-01 in the City of Lake Forest.
2. Direct the Clerk of the Authority to record the Secured Fire Protection Agreement in the Official Records of the County of Orange and furnish to USA Portola Properties, LLC, and Sunranch Capital Partners, LLC, a copy of the conformed document within fifteen days of recordation.

11. [Approval of Amendments to Personnel and Salary Resolution](#)

Submitted by: Jeff Bowman, Fire Chief

Recommended Action:

Approve the proposed amendments to the Personnel and Salary Resolution.

## DISCUSSION CALENDAR

12. [FY 2013/14 Backfill/Overtime and Total Earnings/Compensation Analysis](#)

Submitted by: Lori Zeller, Assistant Chief, Business Services Department

Recommended Actions:

1. Direct staff to pursue reductions in overtime by filling *permanent* vacancies (exceeding those required by MOU) as quickly as possible after the positions become vacant.
2. Direct staff to continue using overtime to fill *temporary* vacancies rather than hiring additional personnel, recognizing this as a cost-effective practice for temporary needs.
3. Direct staff to continue implementation of the overtime cap (recently approved as part of the Firefighter Unit MOU) to limit the number of overtime hours an employee can work per year.
4. Direct staff to report back to the Board in November 2015 on actual savings achieved by no longer including sick/vacation leave as hours worked for purposes of calculating overtime.

13. [Proposed Amendments to the Board of Directors' Rules of Procedure regarding Posting Requirements of Proposed Labor Contracts and Change of Regular Meeting Date for the Claims Settlement Committee](#)

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Adopt the proposed Resolution amending the Board of Directors' Rules of Procedure.

**14. Civic Openness In Negotiations Ordinance**  
Submitted by: David Kendig, General Counsel

Recommended Action:

Defer further action on this matter until after a ruling is issued in the Orange County Employees Association’s Unfair Practice Charge filed with the Public Employee Relations Board in connection with the County's COIN Ordinance.

**PUBLIC HEARING(S)**

No items.

**BOARD MEMBER COMMENTS**

**ADJOURNMENT** - The next regular meeting of the Orange County Fire Authority Board of Directors is scheduled for December 4, 2014, at 6:00 p.m.

**AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 13<sup>th</sup> day of November 2014.

---

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

**UPCOMING MEETINGS:**

Board of Directors Meeting Thursday, December 4, 2014, 6:00 p.m.

All other regular Board/Committee Meetings go dark in December; a special meeting may be called as needed.

Human Resources Committee Meeting Tuesday, January 6, 2015, 12 noon

Budget and Finance Committee Meeting Wednesday, January 14, 2015, 12 noon

Executive Committee Meeting Thursday, January 15, 2015, 6:00 p.m.

Claims Settlement Committee Meeting Thursday, January 22, 2015, 5:30 p.m.

Board of Directors Meeting Thursday, January 22, 2015, 6:30 p.m.



# ORANGE COUNTY FIRE AUTHORITY

## SUPPLEMENTAL AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

Thursday, November 20, 2014

6:30 P.M.

**Regional Fire Operations and Training Center**

**Board Room**

1 Fire Authority Road

Irvine, CA 92602

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 Board of Directors 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 Sherry A.F. Wentz, 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>

If you wish to speak before the Fire Authority Board, 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 being heard before the Board. Speaker Forms are available at the counters of both entryways of the Board Room.



In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Clerk of the Authority at (714) 573-6040.

The following item is added to the above stated agenda in the location noted below. This item is posted in conformance with the Brown Act and is to be considered as part of the regular agenda.

### MINUTES

**S1. [Minutes from November 13, 2014, Special Board of Directors Meeting](#)**

Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:

Approve as submitted.

### DISCUSSION CALENDAR

**S2. [Fire Chief Employment Agreement](#)**

Submitted by: Jeremy Hammond, Human Resources Director

Recommended Action:

Approve an employment agreement with Jeff Bowman for employment as Fire Chief, following closed session negotiation of the agreement terms.

**AFFIDAVIT OF POSTING**

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Supplemental Agenda was posted in the lobby and front gate public display case of the Orange County Fire Authority, Regional Training and Operations Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 17<sup>th</sup> day of November 2014.

---

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