



# ORANGE COUNTY FIRE AUTHORITY

## AGENDA

Pursuant to the Brown Act, this meeting also constitutes a meeting of the Board of Directors.

### EXECUTIVE COMMITTEE

#### REGULAR MEETING

Thursday, September 18, 2014  
6:00 P.M.

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

***Unless legally privileged, all supporting documentation and any writings or documents provided to a majority of the Executive Committee after the posting of this agenda, which relate to any item on this agenda will be made available for public review in the office of the Clerk of the Authority located on the 2<sup>nd</sup> floor of the OCFA Regional Fire Operations & Training Center, 1 Fire Authority Road, Irvine, CA 92602, during regular business hours, 8:00 a.m. - 5:00 p.m., Monday through Thursday, and every other Friday, (714) 573-6040. In addition, unless legally privileged, all supporting documentation and any such writings or documents will be available online at <http://www.ocfa.org>.***

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, supporting documents, including staff reports, 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 Friday from 8 A.M. to 5 P.M.

If you wish to speak before the Fire Authority Executive Committee, 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 Committee. 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 Bob George

**PLEDGE OF ALLEGIANCE** by Director Shawver

**ROLL CALL**

**PRESENTATIONS**

No items.

**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 Committee on items within the Committee'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 Committee as a whole, and do not engage in dialogue with individual Committee 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 Executive Committee meeting.

**REPORT FROM THE BUDGET AND FINANCE COMMITTEE CHAIR****REPORT FROM THE HUMAN RESOURCES COMMITTEE CHAIR****MINUTES**

1. [Minutes from the August 21, 2014, Regular Executive Committee Meeting](#)  
Submitted by: Sherry Wentz, Clerk of the Authority

Recommended Action:  
Approve as submitted.

**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.*

2. [Monthly Investment Reports](#)  
Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:  
Receive and file the reports.

3. [Fourth Quarter Financial Newsletter – July 2013 to June 2014](#)  
Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:  
Receive and file the report.

**4. Contract Amendment Deferral – Communications LAB**

Submitted by: Sandy Cooney, Communications Director

Recommended Action:

Receive and file the report.

**5. Annual Contract for Purchase of Fire Hose Invitation for Bid RO1961**

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

Recommended Actions:

1. Approve and authorize the Purchasing Manager to establish the blanket order contract with Allstar Fire for the initial one-year contract period for a not to exceed amount of \$150,000.
2. Approve and authorize two additional contract renewal options for a not to exceed amount of \$150,000 per year subject to manufacturer price increases up to four percent annually.

**6. Blanket Order Contract Increase and Extension - Radiator Coolant**

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

Recommended Action:

Approve and authorize the Purchasing Manager to renew the annual blanket order with Ashbury Environmental for OCFA radiator coolant for a term not to exceed one year and an amount not to exceed \$8,500.

**7. Blanket Order Extensions - Maintenance and Repair of Apparatus Bay Doors & Security Gates**

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

Recommended Actions:

1. Approve and authorize the Purchasing Manager to renew the blanket order (B01390-2) with Mako Door, Inc. for up to two years for an amount not to exceed \$95,000 annually.
2. Approve and authorize the Purchasing Manager to renew the blanket order (B01391-2) with Action Door, Inc. for up to two years for an amount not to exceed \$65,000 annually.
3. Approve and authorize the Purchasing Manager to renew the blanket order (B01392-2) with Southern California Overhead Door for up to two years for an amount not to exceed \$20,000 annually.

8. [Approval of Budgeted Purchase of One Compact Track Loader](#)  
Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Action:

Approve and authorize the Purchasing Manager to issue a purchase order to Quinn Caterpillar for the purchase of one Compact Track Loader and attachments in an amount not to exceed \$137,964.60.

**END OF CONSENT CALENDAR**

**DISCUSSION CALENDAR**

9. [120-Day Action Plan](#)  
Submitted by: Jeff Bowman, Fire Chief

Recommended Action:

Receive and file the report.

10. [September Legislative Reports](#)  
Submitted by: Brian Stephens, Assistant Chief/Support Services Department

Recommended Action:

Direct staff to solicit input and schedule meetings with interested Directors to gather input and return to the November 20, 2014, Executive Committee meeting with a proposed 2015 Legislative Policy & Guidelines for the full Board's adoption in January 2015.

**REPORTS**

No items.

**COMMITTEE MEMBER COMMENTS**

**CLOSED SESSION**

No items.

**ADJOURNMENT** – The next regular meeting of the Executive Committee is scheduled for Thursday, October 16, 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 11<sup>th</sup> day of September 2014.

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

**UPCOMING MEETINGS:**

Claims Settlement Committee Meeting	Thursday, September 25, 2014, 5:30 p.m.
Board of Directors Meeting	Thursday, September 25, 2014, 6:00 p.m.
Human Resources Committee Meeting	Tuesday, October 7, 2014, 12:00 noon
Budget and Finance Committee Meeting	Wednesday, October 8, 2014, 12:00 noon