



# 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 26, 2013

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 Robert Benoun

**PLEDGE OF ALLEGIANCE** by Director Murray

**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

### MINUTES

1. [Minutes from the August 22, 2013, 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 Report](#)  
Submitted by: Patricia Jakubiak, Treasurer

Recommended Action:  
Receive and file the report.

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

Recommended Action:  
Receive and file the report.

4. **Status Update – Refunds for Unverified Hazardous Materials Disclosure Inspections**  
Submitted by: Lori Zeller, Assistant Chief/Business Services Department

Recommended Action:

Receive and file the report.

5. **Request for Proposal No. DC1857 - Third Party Workers' Compensation Administration & Managed Care Services**

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

Recommended Actions:

1. Approve and authorize the Fire Chief to sign the proposed Professional Services Agreement for TPA and Managed Care Services with CorVel Corporation for the initial term of five years and three additional one-year contract extensions beginning on January 1, 2014.
  - a. Claims Administration pricing will be a fixed cost with annual adjustments for eight years as outlined in the best and final claims administration pricing.
  - b. Managed Care Services will be based on the agreed cost listed in the pricing index; the overall cost of these services is based on the degree of usage (bill review, utilization review and nurse case management) for each category of service.
2. Approve and authorize the Fire Chief to approve the following contracted services up to a 10% increase:
  - a. Managed Care Services Fees (bill review, utilization review and nurse case management)
  - b. Allocated Expenses (attorney fees, copy service fees, interpreter fees are not included in the claims administration fees and will be charged per the contracted rates)

6. **September Legislative Reports**

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

Recommended Action:

Approve recommended legislative positions.

7. **Purchase Order Increase - RBF Consulting for Geographic Information Systems (GIS) Professional Services**

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

Recommended Action:

Approve and authorize the Purchasing Manager to increase PO 8018 to RBF Consulting by \$20,300 (280 hours @ \$72.50/hour) for a total amount not-to-exceed \$70,300 and to extend the contract term through November 30, 2013.

**END OF CONSENT CALENDAR**

**DISCUSSION CALENDAR**

No items.

**REPORTS**

**8. Chief's Report**

**COMMITTEE MEMBER COMMENTS**

**CLOSED SESSION**

No items.

**ADJOURNMENT** – The next regular meeting of the Executive Committee is scheduled for Thursday, October 24, 2013, 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 Fire Operations and Training Center, 1 Fire Authority Road, Irvine, CA, not less than 72 hours prior to the meeting. Dated this 19<sup>th</sup> day of September 2013.

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

**UPCOMING MEETINGS:**

Budget and Finance Committee Meeting	Wednesday, October 9, 2013, 12 noon
Claims Settlement Committee Meeting	Thursday, October 24, 2013, 5:30 p.m.
Executive Committee Meeting	Thursday, October 23, 2013, 6:00 p.m.
Executive Committee Meeting	Thursday, October 24, 2013, 6:00 p.m.