

MINUTES

ORANGE COUNTY FIRE AUTHORITY

Executive Committee Regular Meeting
Thursday, November 21, 2013
6:00 P.M.

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

CALL TO ORDER

A regular meeting of the Orange County Fire Authority Executive Committee was called to order on November 21, 2013, at 6:03 p.m. by Vice Chair Al Murray.

INVOCATION

Chaplain Warren Johnson offered the invocation.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Randal Bressette, Laguna Hills
Gene Hernandez, Yorba Linda
Trish Kelley, Mission Viejo
Jeffrey Lalloway, Irvine
Al Murray, Tustin
David Shawver, Stanton
Todd Spitzer, County of Orange

Absent: Beth Swift, Buena Park
Steven Weinberg, Dana Point

Also present were:

Fire Chief Keith Richter
Deputy Chief Craig Kinoshita
Assistant Chief Dave Thomas
Clerk of the Authority Sherry Wentz

General Counsel David Kendig
Assistant Chief Brian Stephens
Assistant Chief Lori Zeller
Assistant Clerk Lydia Slivkoff

PRESENTATIONS

No items.

PUBLIC COMMENTS (F: 12.02A3)

Vice Chair Murray opened the Public Comments portion of the meeting.

Stephen Wontrobski, Mission Viejo resident, commented on his opposition to the Joint Powers Agreement amendment process. He provided a letter, which is on file in the Office of the Clerk.

Vice Chair Murray closed the Public Comments portion of the meeting.

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

Budget and Finance Committee (BFC) Vice Chair Randal Bressette reported at its November 6, 2013, meeting of the Budget and Finance Committee, the Committee discussed and voted unanimously to send the Monthly Investment Report and the First Quarter Financial Newsletter – July to September 2013 to the Executive Committee with the recommendation that the Committee approve the items. He also indicated the Committee received its monthly status update on the Orange County Employees' Retirement System, Workers' Compensation Program, and directed staff to send letters to OCERS in opposition to its Compensation Philosophy.

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1. Minutes from the October 24, 2013, Regular Executive Committee Meeting (F: 12.02A2)

On motion of Director Spitzer and second by Director Bressette, the Executive Committee voted unanimously to approve the minutes from the October 24, 2013, Regular Executive Committee Meeting.

CONSENT CALENDAR

(Agenda Item Nos. 5, 6, and 7 were pulled from the Consent Calendar for separate consideration)

2. Monthly Investment Report (F: 11.10D2)

On motion of Director Bressette and second by Director Lalloway, the Executive Committee voted unanimously to receive and file the report.

3. First Quarter Financial Newsletter – July to September 2013 (F: 15.07)

On motion of Director Bressette and second by Director Lalloway, the Executive Committee voted unanimously to receive and file the report.

4. Quarterly Report of Claims (F: 18.10D) (X: 15.09F)

On motion of Director Bressette and second by Director Lalloway, the Executive Committee voted unanimously to receive and file the report.

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**5. Approval of Purchase Order Increase – SAE Communications (F: 17.10C1)
(X: 15.09)**

Director Spitzer pulled this item for separate consideration and to request that the contract reflect that the Fire Chief be the Contract Manager and that this responsibility not to be delegated.

Assistant Chief Zeller provided an overview of the purchase order with SAE Communications, and introduced Sheri Benninghoven who provided an overview of SAE's services.

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

1. Authorize the Purchasing Manager to increase the purchase order with SAE Communications from \$23,500 to an amount not-to-exceed \$50,000.
2. Find that, due to the significant time constraints, it would be impractical to follow the bidding requirements in the OCFA Purchasing Rules and Regulations prior to approval of the increase in the purchase order, and find that the welfare of the public would be promoted by dispensing with the bidding requirements for this purchase order.
3. Amend the contract to reflect the Fire Chief will be the Contract Manager.

6. Approval of Purchase Order – Management Partners (F: 17.16)

Director Spitzer pulled this item for separate consideration and provided comments on the scope of work, inclusion of regular reports by Management Partners to the Executive Committee and Board of Directors, and a request to review raw survey data.

Cathy Standiford, Management Partners, provided an overview of services and identified team members and fire experts.

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

1. Authorize the Purchasing Manager to issue a purchase order to Management Partners, Inc. for \$99,500.
2. Find that, due to the significant time constraints, it would be impractical to follow the bidding requirements in the OCFA Purchasing Rules and Regulations prior to approval of the purchase order, and find that the welfare of the public would be promoted by dispensing with the bidding requirements for this purchase order.

Director Lalloway was absent for the vote.

7. Request for Proposal No. DC1857 - Third Party Workers' Compensation Administration & Managed Care Services (F: 18.10A2)

This item was pulled for separate consideration as there were speakers wishing to provide public comments.

Purchasing Manager Debbie Casper and Risk Manager Jonathan Wilby provided a PowerPoint presentation on the Third Party Workers' Compensation Administration & Managed Care Services.

Public comments were received from Todd Priest, on behalf of York Risk Management, in opposition to the award of the Third Party Workers' Compensation Administration & Managed Care Services contract.

Public comments were received from Scotty Benton, CorVel Corporation, in support of the award of the Third Party Workers' Compensation Administration & Managed Care Services contract.

On motion of Director Spitzer and second by Director Bressette, the Executive Committee voted unanimously to approve an extension of the current contract with York at the current fee structure through May 30, 2014, and direct staff to submit the item to the Budget and Finance Committee for evaluation and recommendations.

8. Request for Proposal No. DC1869 – IT Contract Staffing Services (F: 19.08A2a)

On motion of Director Bressette and second by Director Lalloway, the Executive Committee voted unanimously to approve and authorize the Fire Chief to sign the proposed Professional Services Agreement for IT Contract Staffing Services for the initial term of one year beginning December 1, 2013, at a cost not-to-exceed \$1,500,000, with the option for four (4) additional one-year contract extensions with annual cost increases not-to-exceed 3.5% or CPI, whichever is less.

9. Blanket Order Contract Increases and Extension (F: 15.09F)

On motion of Director Bressette and second by Director Lalloway, the Executive Committee voted unanimously to:

1. Approve and authorize the Purchasing Manager to increase the current and future renewals on the following blanket order contracts for the remaining annual terms on each of the contracts:

Vender BO Contract	Contract End date	Current	Increase	New Total
Action Door Repair – B1319-2	11/30/14	\$40,000	\$15,000	\$ 60,000
Air Exchange, PlymoVent – B1416-1 (sole source)	08/31/14	\$50,000	\$30,000	\$ 80,000
All Star Plumbing/Fire Sprinkler B1218-4	05/31/14	\$25,000	\$ 3,750	\$ 28,750
C.I. Svs. Roof Repair & Maint B1318-3	12/31/14	\$75,000	\$50,000	\$125,000
DMS Janitorial Services B1472	09/30/14	\$111,984	\$13,016	\$125,000

HC Fire Alarm/Sprinkler B1402-1	01/31/14	\$60,000	\$30,000	\$ 90,000
Home Depot B1424	07/31/14	\$20,000	\$10,000	\$ 30,000
Kiva Appliances B1220-4	06/30/14	\$25,000	\$25,000	\$ 50,000
Lowe's Building Supply B1425	03/31/14	\$20,000	\$10,000	\$ 30,000
Mako Overhead Door Repair BO1390-1	11/30/14	\$75,000	\$20,000	\$ 95,000
Morrow Meadows Electrical B1357-2	04/30/14	\$20,000	\$10,000	\$ 30,000
Orange Coast Plumbing B1311-3	10/31/14	\$50,000	\$40,000	\$ 90,000
Pacific Coast Plumbing BO1312-3	10/31/14	\$50,000	\$85,000	\$135,000
Pacific Fuel Systems Maint. B1441-1	12/31/14	\$12,045	\$22,995	\$ 35,040
Williams & Maher Electrical B1356-2	04/30/14	\$95,000	\$35,000	\$130,000

2. Approve and authorize the Purchasing Manager to extend the term of the PO for Sweinhart Electric for generator maintenance and repair through January 31, 2014, to allow time for the completion of the RFP for these services.

END OF CONSENT CALENDAR

DISCUSSION CALENDAR

10. November Legislative Reports (F: 11.10F1)

Assistant Chief Stephens introduced Senior Policy Advisor Dan Maldonado and Public Affairs Advisor Lisa Barkovic from Holland & Knight who provided an overview of legislative activities the Fire Authority has been involved in at the Federal level, including lobbying for complete funding of the USAR Program. Mr. Maldonado indicated Director Kelley was also in attendance with OCFA staff in Washington, D.C. to meet with legislators.

On motion of Director Lalloway and second by Director Bressette, the Executive Committee voted unanimously to receive and file the reports.

REPORTS

No items.

COMMITTEE MEMBER COMMENTS

Director Spitzer requested Board Member attendance requirements be reviewed. He also requested the consideration of having regular additional Executive Committee meetings to accommodate the Executive Committee's business.

Director Bressette supported Director Spitzer's request to consider having additional meetings.

Director Shawver indicated he supports the development of a worker's compensation alternate dispute resolution.

Director Lalloway thanked Fire Chief Richter, Assistant Chief Lori Zeller, and OCFA staff for their hard work on the equity study.

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CLOSED SESSION

No items.

ADJOURNMENT – Vice Chair Murray adjourned the meeting at 7:50 p.m. The next meeting of the Executive Committee is scheduled for Wednesday, December 11, 2013, at 3:00 p.m.



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