

# MINUTES

## ORANGE COUNTY FIRE AUTHORITY

**Human Resources Committee Meeting**  
**Tuesday, September 2, 2014**  
**12:00 Noon**

**Regional Fire Operations and Training Center**  
**Room AE117**  
1 Fire Authority Road  
Irvine, CA 92602

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### CALL TO ORDER

The meeting of the Orange County Fire Authority Human Resources Committee was called to order on September 2, 2014, at 12:03 p.m. by Vice Chair Kusumoto.

Chair Shawver arrived at this point (12:04 p.m.).

### PLEDGE OF ALLEGIANCE

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

### ROLL CALL

**Present:** Noel Hatch, Laguna Woods  
Trish Kelley, Mission Viejo  
Warren Kusumoto, Los Alamitos  
Al Murray, Tustin  
David Shawver, Stanton  
Steven Weinberg, Dana Point

**Absent:** None

### Also present were:

Fire Chief Jeff Bowman  
Assistant Chief/Fire Marshal Lori Smith  
Assistant Chief Lori Zeller  
Human Resources Director Jeremy Hammond  
Assistant General Counsel Barbara Raileanu

Deputy Fire Chief Craig Kinoshita  
Assistant Chief Brian Stephens  
Assistant Chief Dave Thomas  
Communications Director Sandy Cooney

### PUBLIC COMMENTS (F: 12.02D3)

Chair Shawver opened the Public Comments portion of the meeting. Hearing no response, Chair Shawver closed the Public Comments portion of the meeting.

## MINUTES

### 1. **Minutes for the August 5, 2014, Human Resources Committee Meeting** (F: 12.02D2)

On motion of Director Murray and second by Director Kelley, the Committee voted unanimously to approve the minutes from the August 5, 2014, Human Resources Committee meeting.

## CONSENT CALENDAR

No items.

## DISCUSSION CALENDAR

### 1. **Fourth Quarter Workers' Compensation Update – April through June 2014** (F: 18.10A2a)

Human Resources Director Jeremy Hammond provided an update on the Fourth Quarter Workers' Compensation report.

A lengthy discussion ensued.

On motion of Director Murray and second by Director Kelley, the Committee voted unanimously to receive and file the report.

### 2. **Claims Settlement Committee Membership** (F: 11.03, 12.02C1, 12.02D1)

Human Resources Director Jeremy Hammond reviewed the duties of the Claims Settlement Committee with the Human Resources Committee.

On motion of Director Kelley and second by Director Hatch, the Committee voted unanimously to recommend the Board of Directors approve a revision to the Board Rules of Procedure to include the addition of a representative from the Human Resources Committee to the Claims Settlement Committee and designating the Committee Chair or his/her designee as its representative.

### 3. **Selection of Human Resources Committee's Regular Meeting Dates/Time and Frequency** (F: 12.02D)

Human Resources Director Jeremy Hammond provided the Committee with the results of the attendance availability survey.

On motion of Director Kelley and second by Director Murray, the Committee voted unanimously to designate the first Tuesday of each month at 12:00 noon as its regular meeting date/time.

## REPORTS

### 5. Human Resources Director's Report (F: 12.02D6)

Human Resources Director Jeremy Hammond provided an update on the personnel recruitments within the Human Resources Department and introduced two new staff members: Duke Steppe, Senior Human Resources Analyst and Brigitte Gibb, Employee Relations Manager.

He also reported that labor negotiations have begun with the Orange County Employees' Association.

### COMMITTEE MEMBER COMMENTS (F: 12.02D4)

Vice Chair Kusumoto thanked staff for all of their work and welcomed the new Communications Director.

Chair Shawver thanked Assistant Chief Stephens for a recent station tour. He recommended to the Committee that they complete station tours with the help of Assistant Chief Stephens. He also directed staff to implement the use of name plates for each staff member in attendance.

### CLOSED SESSION (F: 12.02D5)

Chair Shawver reported the Committee would be convening to Closed Session to consider the matter on the Agenda identified as CS1, Conference with Legal Counsel-Anticipated Litigation.

Chair Shawver recessed the meeting to Closed Session at 12:45 p.m.

### CS1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Authority: Government Code Section 54956.9(b) – Significant Exposure to Litigation (1 case)

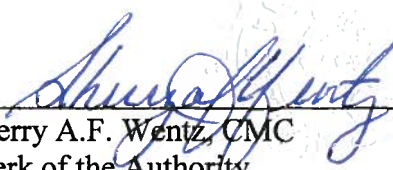
Chair Shawver reconvened the meeting at 1:18 p.m.

### CLOSED SESSION REPORT (F: 12.02D5)

Assistant General Counsel Barbara Raileanu indicated the Committee had taken no reportable action.

### ADJOURNMENT

Chair Shawver adjourned the meeting at 1:18 p.m. The next regular meeting of the Human Resources Committee is scheduled for Tuesday, October 7, 2014, at 12:00 noon.

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