



ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, FEBRUARY 22, 2022 – 1:30 PM

25541 BARTON RD., LOMA LINDA

MINUTES

ROLL CALL

ADMINISTRATIVE COMMITTEE MEMBERS:

Chief Jeff Armstrong/Chairperson, Victorville Fire Department
Chief Dan Harker/Vice-Chairperson, Loma Linda Fire Department
Chief Ken Harrison, Apple Valley Fire Protection District
Chief Dave Williams, Chino Valley Fire District
Chief Tim McHargue, Colton Fire Department
Chief Mike McCliman, Rancho Cucamonga Fire Department
Chief Rich Sessler, Redlands Fire Department
Chief Brian Park, Rialto Fire Department
Chief Bertral Washington, San Bernardino County Fire

CALL TO ORDER

- a. Flag Salute
- b. Roll call/Introductions

PUBLIC COMMENT

An opportunity provided for persons in the audience to make brief statements to the Administrative Committee. (Limited to 30 minutes; 3 minutes allotted for each speaker)

INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Agenda items may require committee member abstentions due to conflict of interests and financial interests. CONFIRE Administrative Committee member abstentions shall be stated under this item for recordation on the appropriate item.

No conflicts were announced.

CONSENT ITEMS

The following items are considered routine and non-controversial and will be voted upon at one time by the Administrative Committee. An item may be removed by a Committee Member or member of the public for discussion and appropriate action.

1. Approve Administrative Committee Minutes of January 25, 2022

Motion to accept item 1. On Consent

*Motion by: Chief Brian Park
Second by: Chief Ken Harrison
Yes-11
No-0
Absent-0
Abstain-1 Chief McHargue, absent from January meeting.*

Motion Passed

2. CONFIRE Operations Statement as of January 31, 2022
CONFIRE Fund Balance Report as of January 31, 2022
3. Call Summary Year to Date 2022
4. CONFIRE – Billable Incidents
5. 2022 Answer Time Year to Date
6. DataMark Validate-Edit-Provision (VEP) Software

Motion to accept items 2 thru 6 on Consent

*Motion by: Chief Tim McHargue
Second by: Chief Mike McCliman
Yes-12
No-0
Absent-0*

Motion Passed

DIRECTOR REPORT

- a. Nicole Hannibal – Life Saving Award
- b. Ambulance RFP/Centralized Dispatch Center
- c. Staffing Challenges

COMMITTEE REPORTS

- a. Support Committee Report/MIS Updates - Blessing Ugbo
FirstWatch ADHOC group reported out on usage by CONFIRE Agencies and yearly charge of \$47,215.32. The group believes the tool is primarily being used to pull CAD information. The ADHOC group recommends each agency do a yearly review of triggers they are being charged for.

Blessing Ugbo reported on CONFIRE MIS Cyber Security Awareness Training and mitigation strategies being used to protect systems, networks, programs, devices, and data from cyber-attacks.

- b. Ops Chief Committee Report - Chief Bruner
 - *Reminder to update XBO and IROC in prepare for upcoming fire season*

- *Update on ECC Committee*
- c. CAD to CAD – Chief Bertral Washington/Mike Bell
- *Chino PD Go Live scheduled for the week of March 15th*
 - *Agencies in progress: Riverside County Fire and Murrieta FD*
 - *Pending projects: CAL Fire – San Bernardino, AMR – San Bernardino, Ontario FD and Corona PD*
 - *Projects in the Que: AMR – Riverside, Riverside FD, Irwin/IROC Integration*
 - *Prospects (recent demos discussions): CHP, Southwest Gas, Air Methods*

OLD BUSINESS

7. Valley Communications Center – Chief Harker (**Discussion Item**)
- Chief Harker reported out on a discussion within the subcommittee with a major Loma Linda landowner regarding a private joint dispatch center. He is awaiting numbers to know if it would be feasible to pursue. Chiefs are looking for a recommendation to be made at the March Admin. Chiefs meeting regarding the Valley Communications Center so the item can be brought to the CONFIRE Board of Directors in April.*

Multiple agencies brought up the cost effectiveness of the HDGC. Discussion ensued, no outcome to announce. Topic will carry to next meeting along with the item above.

NEW BUSINESS

8. Rialto Lease Agreement – (**Action Item**)
- The Valley Dispatch Center was built in 2003. CONFIRE has expanded its roles and responsibilities, including the service to twelve additional fire agencies. Management information Services (MIS) is currently in a leased trailer space which does not have appropriate facilities nor enough space for assigned personnel.*

Rialto Fire station 204 has space that is currently not being utilized and is available for use by the CONFIRE MIS team. Station 204 is 1 mile from the Valley Dispatch Center allowing for rapid deployment for onsite system maintenance.

Fiscal impact is \$45,900 a year which includes utilities, rent, furniture rental and cleaning services. The proposed lease is for a term of 5 years.

Motion to approve CONFIRE director to execute a lease agreement with the City of Rialto for shared used space to be utilized by CONFIRE Management Information Services (MIS).

Motion by: Chief Tim McHargue

Second by: Chief Dan Harker

Yes-12

No-0

Absent-0

Motion Passed

9. American Rescue Plan Act – **(Action Item)**

On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law by the President. The law is intended to assist, but limited to, public health and economic impacts due to the COVID-19 pandemic.

The County of San Bernardino received a disbursement from the United States Department of Treasury of money associated with the Coronavirus Local Fiscal Recovery Fund (CLFRF) for Local Governments under Section 603(a) which states some funding may be transferred to other public entities for certain ARPA purposes.

On February 8, 2022, the County Board of Supervisors and the San Bernardino County Fire District entered into an agreement regarding the transfer of ARPA CLFRF, which may be utilized by CONFIRE for ECNS expenditures.

The term period for the ARPA CLFRF grant is February 8, 2022, through December 31, 2024, and not to exceed the amount of \$2,100,00.

Fiscal impact, this project will be initially paid from General Reserves (5010) and reimbursed by the ARPA CLFRF funding through the San Bernardino County Fire District.

Motion to accept and approve the American Rescue Plan Act and the Coronavirus Local Fiscal Recovery Funding. This grant has been designated to fund the Emergency Communication Nurse System (ECNS) or Nurse Triage Program in the amount not to exceed \$2,100,000.

Motion by: Chief Dave Williams

Second by: Chief Bertral Washington

Yes-12

No-0

Absent-0

Motion Passed

10. DRAFT – Proposed Fiscal 2022/23 Budget Review **(Discussion Item)**

ROUND TABLE

CLOSED SESSION

11. Pursuant to California Government Code Section 54956.9(a) The Administrative Committee will meet in closed session to be briefed regarding (1) case Public Employment Relations Board-Communications Workers of America Local 9588 v. CONFIRE Regional Emergency Communications LA-CE-1561-M.
No reportable items from the closed session.

ADJOURNMENT

Motion to adjourn the CONFIRE Administrative Committee Meeting

*Motion by Chief Ken Harrison
Second by Chief Jeff Armstrong*

The meeting adjourned at 15:47.

Upcoming Meetings:

Next Regular Meeting: March 22, 2022, at 1:30 p.m. Location to be determined.

 /s/ Liz Berry

Liz Berry
Administrative Secretary I