



## ADMINISTRATIVE COMMITTEE PLANNING MEETING

TUESDAY, NOVEMBER 16, 2021 – 9:00 AM

LOMA LINDA COMMUNITY ROOM-25541 BARTON RD., LOMA LINDA

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### MINUTES

#### ROLL CALL

##### **ADMINISTRATIVE COMMITTEE MEMBERS:**

Chief Tim McHargue/Chairperson, Colton Fire

Chief Ivan Rojer/Vice-Chairperson, Rancho Cucamonga Fire-*Absent*

Chief Ken Harrison, Apple Valley Fire Protection District

Chief Dave Williams, Chino Independent Fire District

Chief Dan Harker, Loma Linda Fire

Chief Jim Topoleski, Redlands Fire

Chief Brian Park, Rialto Fire

Chief Bill Mahan, San Bernardino County Fire

Chief Jeff Armstrong, Victorville Fire Department-*Absent*

#### 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.*

#### REVIEW OF FRAMEWORK (LEADER'S INTENT) AND STRATEGIC GOALS

1. Valley Communications Center

-Proposed Increase in Lease Agreements

-Alternatives Moving Forward

*All options outlined in the staff report considered. Chief Harker presented an option for a facility location in The Groves specific plan in the City of Loma Linda. Consensus was to solicitate input from a consultant regarding ideal solution for CONFIRE. Any relationship*

*with the County for the Valley Communications Center would require preferably a long-term agreement with terms clearly outlined to contain costs associated with leasing.*

2. Staffing Analysis

- Bargaining Group Updates
- Status of Negotiations
- Recruitment/Retention

*Staffing remains CONFIRE's number one priority and operational concern. Status of negotiations discussed. Potential solutions and efforts to date reviewed. 23 of the 35 recommendations by Mission Critical Partners, outlined in the staffing study adopted in 2020, have been put in place.*

3. JPA Formation

- Ambulance
- Alternatives

*West End JPA hiring a consultant to value the system. Phase II would be to make a recommendation to appropriate governance model.*

4. Strategic Management Plan

- First Quarter Review
- Fund Balance Review
- Develop Program Goals and Objectives

*Strategic Priorities and program goal review for 2021/21 as part of the 1<sup>st</sup> quarter review. 21/22 Strategic Management Plan goals identified.*

**ROUND TABLE**

**CLOSED SESSION**

**ADJOURNMENT**

*Motion to adjourn the CONFIRE Administrative Committee Meeting*

*Motion by: Chief Harrison*

*Second by: Chief Harker*

*Ayes: 10*

*Absent: 2*

*Noes: 0*

*The meeting adjourned at 12:30*

**Upcoming Meetings:**

Next Regular Meeting: January 25, 2022, at 1:30 p.m. Loma Linda Community Room 25541 Barton Rd., Loma Linda.

    /s/ Liz Berry

**Liz Berry**  
**Administrative Secretary I**