



ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, JANUARY 27, 2026 – 11:00 AM

SAN BERNARDINO COUNTY HEADQUARTERS – 598 S. TIPPECANOE AVE., SAN BERNARDINO

MINUTES

ROLL CALL

ADMINISTRATIVE COMMITTEE MEMBERS:

Chief Buddy Peratt, Apple Valley Fire Protection District
Chief Dave Williams, Chino Valley Fire District
Chief Ray Bruno, Colton Fire Department - ***Absent***
Chief Dan Harker/**Chair**, Loma Linda Fire Department
Chief Augie Barreda, Rancho Cucamonga Fire Department
Chief Reggie Brown, Redlands Fire Department
Chief Chris Jensen, Rialto Fire Department
Chief Bertral Jackson, San Bernardino County Fire
Chief Bobby Clemmer, Victorville Fire Department

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 3 minutes for each speaker)

No statements were made.

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 the Administrative Committee Minutes of December 16, 2025.
2. CONFIRE Operations Statement as of December 31, 2025.
3. Fund Balance Report as of December 31, 2025.
4. YTD Call Summary
5. YTD Answer Time
6. YTD Billable Incidents
7. Call Processing Time Analysis – December 2025
8. ECNS Report – December 2025
9. Amendment to Consultant Agreement – Mat Fratus Consulting
10. Consultant Agreement – Robert Half Inc.
11. NICE Telephony Upgrade - Purchase

Motion to accept all items on Consent.

Motion by: Chief Dave Williams

Second by: Chief Bobby Clemmer

Yes – 8

No - 0

Abstain – 0

Absent – 1, Chief Ray Bruno

NEW BUSINESS

12. Call Processing – DISCUSSION

Interactive presentation/workshop of understanding the who, what, why, when, and how of 911 Call-Processing.

- *Review call-processing standards (NFPA/CONFIRE).*
- *Understanding the CONFIRE call-processing history and current practices.*
- *Explore performance metrics and benchmarking.*
- *Demonstration of 911 call-processing.*
- *Options for future efficiency.*
- *Feedback*

CONFIRE is a Priority Dispatch ACE accredited Call Center, this guarantees:

- Highest standard of care - Confirms top-level emergency dispatch practices*
- Improved quality & safety - Reduces errors and improves patient outcomes*
- Enhanced reputation & trust - Builds credibility with public and stakeholders*
- Culture of excellence - Encourages teamwork and continuous improvement*
- Competitive Advantage - Helps secure contracts and funding*
- Professional development - Ongoing training and certification for staff*
- CAN OPERATE AN ECNS PROGRAM***

ROUND TABLE

None

CLOSED SESSION

**The Administrative Committee entered Closed Session at 1:33 p.m.*

13. Personnel Matter – Public Employment – Government Code section 54957(b)(1):
Title: Executive Director.
14. Review and update Existing Litigation – Government Code section 54956.9: AMR Lawsuit

**The Administrative Committee reconvened in Open Session at 2:03 p.m.
No action to report from Closed Session.*

ADJOURNMENT

Motion to adjourn the CONFIRE Administrative Committee Meeting

The meeting adjourned at 2:04 p.m.

Upcoming Meetings:

Next Meeting: CONFIRE Joint Board of Directors and Administrative Committee Meeting – February 24, 2026.

/s/ Liz Berry

Liz Berry
Clerk of the Board