



CONFIRE

STAFF REPORT

DATE: February 28, 2022

**FROM: Nathan Cooke
Interim Director**

TO: CONFIRE Admin Committee

SUBJECT: EMS Division MOUs and Initial Membership Cost Extension

Recommendation

It is recommended that the CONFIRE Admin Committee authorize the Interim Director to execute the Emergency Medical (EMS) Division Memorandum of Understandings (MOUs) between CONFIRE and the City of Montclair, the City of Yucaipa, and the City of Ontario.

It is also recommended that the CONFIRE Admin Committee authorize an extension to the date that the EMS Division Initial Membership Cost be granted to the Contract agencies (Montclair, Ontario, and Yucaipa). The extension to the deadline would allow the contract agencies to submit their payment no later than March 31, 2023.

Background Information

The CONFIRE Admin Committee revised policy 6.002 (EMS Subsidiary Committee) on December 13, 2022. As a result of the revision to become a member of the EMS Division, each Contract agency must enter into a separate MOU with CONFIRE. The cities of Montclair, Ontario, and Yucaipa have all submitted a letter of intent to participate in the EMS Division.

CONFIRE's legal team has worked closely with the legal representatives from all three cities to draft the proposed MOU. Once fully executed, Montclair, Yucaipa, and Ontario will officially be participants of the CONFIRE EMS Division.

Policy 6.002 states that the Initial Membership Costs due no later than 60-days following the signing of an MOU to participate as a contracting agency no later than February 28, 2022. Due to the timeframe it took to fully develop the MOUs through our legal teams, we are not able to meet the deadline (February 28, 2023) set forth in the policy.

Fiscal Impact

The cities of Montclair, Yucaipa, and Ontario will each submit an Initial Membership Fee in the amount of \$41,397.45 to CONFIRE. This corresponds with the initial membership cost in Policy 6.002. The fee will be deposited into the CONFIRE EMS Division account.