



## ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, JANUARY 24, 2023 – 1:30 PM

LOMA LINDA COMMUNITY ROOM – 25541 BARTON RD. LOMA LINDA

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### MINUTES

#### ROLL CALL

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

Chief Dan Harker/Chairperson, Loma Linda Fire Department  
Chief Rich Sessler/Vice-Chairperson, Redlands Fire Department  
Chief Buddy Peratt, Apple Valley Fire Protection District  
Chief Dean Smith, Chino Valley Fire District  
Chief Tim McHargue, Colton Fire Department  
Chief Mike McCliman, Rancho Cucamonga Fire Department  
Chief Brian Park, Rialto Fire Department-  
Chief Bertral Washington, San Bernardino County Fire  
Chief William Racowski, 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 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 December 13, 2022
2. CONFIRE Operations Statement as of December 31, 2022

3. FY2022-23 Fund Balance Report Ending 12-31-2022
4. Call Summary YTD 2022
5. PSAP Answer Time YTD 2022
6. Billable Incidents – 2022

*Motion to accept all items on Consent*

*Motion by: Chief Mike McCliman*

*Second by: Chief Bertral Washington*

*Yes - 12*

*No - 0*

*Abstain - 0*

*Absent - 0*

#### **DIRECTOR REPORT**

- a. Staffing Update
- b. Emergency Rule Phase Update
- c. EMD/ECNS Update

#### **COMMITTEE REPORTS**

- a. Support Committee Report/MIS Updates - Blessing Ugbo
- b. Ops Chief Committee Report – Chief Tim Bruner
- c. CAD to CAD – Mike Bell

*\*All Committee reports moved to next month due to time restraints\**

#### **OLD BUSINESS**

#### **NEW BUSINESS**

7. 3AM Innovations, Patrick O'Connor & Izzy Rufat - **Presentation**  
*3AM's FLORIAN is a solution that provides real-time incident pre-planning, total on-site awareness of personnel and detailed playbacks for debriefs and training. Core features include: works offline, 3D mapping, terrain & satellite views, easily send personnel to destination markers, ability to Geofence fire lines & scribble on maps, talk-to-text transcription, and voice-activated mayday features.*

8. **Brown Act, Lindsay Moore – Presentation**

*Review of The Brown Act Handbook. The purpose of the Brown Act is to ensure an open decision-making process through public meeting of legislative bodies of local agencies. Topics covered: Meeting Requirements, Public Right to Receive/Inspect Materials, Minutes and Reporting of Closed Session Items and many other topics.*

9. **Budget/Planning – Discussion**

*Review of CONFIRE Organizational Framework and Strategic Management Plan (SMP) document by Mike Bell.*

*Motion to accept and amend the CONFIRE Strategic Management Plan as presented.*

*Motion by: Chief Brian Park*

*Second by: Chief Tim McHargue*

*Yes - 12*

*No - 0*

*Abstain - 0*

*Absent - 0*

**ROUND TABLE**

**CLOSED SESSION**

10. Pursuant to California Government Code section 54956.9(a). The Administrative Committee will meet in closed session to receive an update on litigation to which CONFIRE is a part. (PERB Case No. LA-CE-1561-M)

11. Personnel – Discipline/Dismissal/Release (one matter) Government Code section 54957

12. Conference with Legal Counsel – Anticipated Litigation – Significant exposure to litigation pursuant to Government Code section 54956.9(b): One potential case.

*No reportable outcome from closed session.*

**ADJOURNMENT**

*Motion to adjourn the CONFIRE Administrative Committee Meeting*

*The meeting adjourned at 1607.*

**Upcoming Meetings:**

Next Regular Meeting: February 28, 2023, at 1:30 p.m.

/s/ Liz Berry  
**Liz Berry**  
**Administrative Secretary I**