



ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, AUGUST 23, 2022 – 1:30 PM

LOMA LINDA EOC, 25541 BARTON RD., LOMA LINDA

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 Jeremy Ault, Chino Valley Fire District
Chief Tim McHargue, Colton Fire Department
Chief Mike McCliman, Rancho Cucamonga Fire Department
Chief Brian Park, Rialto Fire Department
Chief Scott Tuttle, San Bernardino County Fire
Chief Brian Fallon, 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.

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 July 26, 2022
2. Agreement with Central square for CAD Consultant
3. Changes to Uniform Policy
4. CONFIRE Financial Statements

5. 2022 YTD Call Summary
6. CONFIRE – Billable Incidents
7. 2022 YTD Answering Times

Motion to accept all items on Consent

Motion by: Chief Mike McCliman

Second by: Chief Tim McHargue

Chief Dan Harker (1) - Yes

Chief Rich Sessler (1) - Yes

Chief Buddy Peratt (1) - Yes

Chief Jeremy Ault (1) - Yes

Chief Brian Park (1) - Yes

Chief Scott Tuttle (4) - Yes

Chief Brian Fallon (1) - Absent

Yes-11

No-0

Abstain-0

Absent-1

DIRECTOR REPORT

8. Staffing Situation Update

Staffing study done some years ago established a threshold of staffing needed to maintain the center. CONFIRE is still struggling to meet this threshold. We continue to think outside the box on ways to recruit more employees simultaneously while retaining current employees.

COMMITTEE REPORTS

- a. Support Committee Report/MIS Updates - Blessing Ugbo
-Image Trends Project Update – Brian Nickels

Brian Nickels reported out on Image Trends options and progress. Chiefs directed Brian to engage with ICEMA at the appropriate point during this process.

- b. Ops Chief Committee Report – Chief Bruner

Update on the ECC concept going live September 1st. Good response to direction from last meeting, 20 Chiefs signed up to participate in ECC rotation pending training.

- c. CAD to CAD – Mike Bell

Riverside County scheduled to go live September 14th.

Still working with BDU, AMR< Murrieta and Ontario. Demo scheduled with SB Sheriff on Aug. 24th.

OLD BUSINESS

9. Ambulance RFP Update

RFP has closed, being reviewed by 2 panels. Written evaluation panel meets Aug. 24th. Next panel will be a presentation panel on Aug. 31st which will be able to ask questions and then give a recommendation.

-Governance Sub-Committee Report

Meeting scheduled for Monday, Aug. 29th.

10. City of Yucaipa – Admission as a Contracting Agency – **ACTION ITEM**

The City of Yucaipa has requested to become a contracting party, a member agency must sponsor the City of Yucaipa as per the Board Policy 5.003.

Chino Valley Fire agreed to sponsor Yucaipa as a contracting agency.

Motion to recommend that Chino Valley Fire sponsor the City of Yucaipa for admission to CONFIRE as a contract agency pursuant to the terms and conditions of the Consolidated Fire Agencies (CONFIRE) JPA existing MOU for contracting agencies.

Motion by: Chief Jeremy Ault

Second by: Chief Rich Sessler

Chief Dan Harker (1) - Yes

Chief Buddy Peratt (1) - Yes

Chief Tim McHargue (1) - Yes

Chief Mike McCliman (1) - Yes

Chief Brian Park (1) - Yes

Chief Scott Tuttle (4) - Yes

Chief Brian Fallon (1) - Absent

Yes-11

No-0

Abstain-0

Absent- 1

This item will be presented to the CONFIRE Board for ratification at their next meeting.

NEW BUSINESS

11. Increased Cost for Tablet Command – **ACTION ITEM**

On April 21, 2022, CONFIRE’s Board of Directors approved the department budget. Upon receiving the annual invoice for Tablet Command, it was found to be \$68,000 higher than what was budgeted. Approval of this item will allow the Fiscal Unit to invoice or chargeback each agency for the increased cost of Tablet Command after billing has been settled. If the agency has a remaining balance in the Equipment

Liz Berry
Administrative Secretary I