



**JOINT MEETING OF THE CONFIRE BOARD OF DIRECTORS  
AND  
ADMINISTRATIVE COMMITTEE  
TUESDAY, FEBRUARY 25, 2025 – 1:30 P.M.  
LOMA LINDA-EOC, 25541 BARTON RD., LOMA LINDA**

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**MINUTES**

**ROLL CALL**

**BOARD OF DIRECTORS:**

Madam Chair – Lynne Kennedy – City of Rancho Cucamonga  
Vice Chair – Phill Dupper – City of Loma Linda  
Dan Leary, Director – Apple Valley Fire Protection District - *Absent*  
Mike Kreeger, Director – Chino Valley Fire District - *Absent*  
David Toro, Director – City of Colton  
Marc Shaw, Director – City of Redlands  
Andy Carrizales, Director – City of Rialto - *Absent*  
Joe Baca, Jr., Director – San Bernardino County  
Elizabeth Becerra, Director – City of Victorville

**ADMINISTRATIVE COMMITTEE MEMBERS:**

Chair – Chief Dan Harker, Loma Linda Fire Department  
Vice Chair – Chief Rich Sessler, Redlands Fire Department  
Chief Buddy Peratt, Apple Valley Fire Protection District  
Chief Dave Williams, Chino Valley Fire District  
B.C Justin Weems, Colton Fire Department  
Chief Augie Barreda, Rancho Cucamonga Fire Department – *Chief McCliman @ 2:50 pm.*  
Deputy Chief Paul Truffa, Rialto Fire Department  
Chief Bertral Washington, 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 Board of Directors and Administrative Committee. (Limited to 30 minutes; 3 minutes allotted for each speaker)

## **INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST**

Agenda items may require Board Member abstentions due to conflict of interests and financial interests. Board Member/Administrative Committee abstentions shall be stated under this item for recordation on the appropriate item.

*Director Joe Baca Jr. recused himself from Closed Session.*

## **BOARD OF DIRECTORS CONSENT ITEMS**

The following items are considered routine and non-controversial and will be voted upon at one time by the Board of Directors. An item may be removed by a Board Member or member of the public for discussion and appropriate action.

1. Approve the Joint Meeting of the CONFIRE Board of Directors and Administrative Committee Minutes of September 24, 2024
2. CONFIRE Operations Statement as of January 31, 2025
3. Fund Balance Report as of January 31, 2025
4. YTD Call Summary
5. YTD Answer Time
6. Billable Incidents
7. CONFIRE 911 Call Processing Time Analysis – January 2025
8. ECNS Report January 2025

**ACTION REQUEST:** The Administrative Committee requests the Board accept and approve consent items 1 thru 8.

**ACTION:** *The CONFIRE Board of Directors accepts and approves consent items 1 thru 8.*

**Motion by:** *Joe Baca Jr.*

**Second:** *Elizabeth Becerra*

*Lynne Kennedy – Yes*

*Phil Dupper - Yes*

*Dan Leary – Absent*

*Mike Kreeger - Absent*

*David Toro– Yes*

*Marc Shaw – Yes*

*Andy Carrizales – Absent*

*Joe Baca, Jr. - Yes*

*Elizabeth Becerra - Yes*

**Ayes:** *6*

**Noes:** *0*

**Abstain:** *0*

**Absent:** *3*

**Motion Approved**

## **CLOSED SESSION**

*\*The Board of Directors and Administrative Committee entered Closed Session at 1:58 p.m.*

9. Review and update Existing Litigation – Government Code section 54956.9: AMR Lawsuit

*\*The Board of Directors and Administrative Committee came out of Closed Session at 2:45 p.m.*

*No reportable action from Closed Session.*

**DIRECTOR UPDATE** – CONFIRE Director to give an update on the various activities within CONFIRE.

*Chief Cooke provided an overview of CONFIRE achievements for 2024.*

- *Call Processing Standards Adoption*
- *Emergency Medical Dispatch ACE Accreditation*
- *ECNS Funding*
- *Committees/Task Force participation*
- *CAD to CAD SBCOG*

*Art Andres – Director of EMS Operations for Priority Ambulance addressed the group with updates on staffing and logistics.*

## **NEW BUSINESS**

10. Election of Officers – **ACTION ITEM**

**ACTION REQUEST:** Section 12 of Joint Powers Agreement requires that the Board of Directors elect officers (Chair-Vice Chair) each year.

**ACTION:** *The CONFIRE Board of Directors elect Lynne Kennedy to serve as Chair for the term of 1 year.*

**Motion by:** *Joe Baca Jr.*

**Second:** *Phil Dupper*

*Lynne Kennedy – Yes*

*Phil Dupper - Yes*

*Dan Leary – Absent*

*Mike Kreeger - Absent*

*David Toro– Yes*

*Marc Shaw – Yes*

*Andy Carrizales – Absent*

*Joe Baca, Jr. - Yes*

*Elizabeth Becerra - Yes*

**Ayes:** 6

**Noes:** 0

**Abstain:** 0

**Absent:** 3

**Motion Approved**

**ACTION:** *The CONFIRE Board of Directors elect Phill Dupper to serve as Vice-Chair for the term of 1 year.*

**Motion by:** *Joe Baca Jr.*

**Second:** *Marc Shaw*

*Lynne Kennedy – Yes*

*Phil Dupper - Yes*

*Dan Leary – Absent*

*Mike Kreeger - Absent*

*David Toro– Yes*

*Marc Shaw – Yes*

*Andy Carrizales – Absent*

*Joe Baca, Jr. - Yes*

*Elizabeth Becerra - Yes*

**Ayes:** 6

**Noes:** 0

**Abstain:** 0

**Absent:** 3

**Motion Approved**

#### **ADMINISTRATIVE COMMITTEE 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.

11. Approve Administrative Committee Minutes of January 28, 2025
12. CONFIRE Operations Statement as of January 31, 2025
13. Fund Balance Report as of January 31, 2025
14. YTD Call Summary
15. YTD Answer Time
16. Billable Incidents
17. CONFIRE 911 Call Processing Time Analysis
18. ECNS Report January 2025
19. UASI Grant Year 2020 Reimbursement

***Motion to accept all items on Consent.***

**Motion by:** *Chief Bertral Washington*

**Second:** *Chief Bobby Clemmer*

**Ayes:** 9

**No:** 0

**Abstain:** 0

**Absent:** 0

## **DIRECTOR REPORT**

- a. Communications Division Update – Nathan Cook for Henry Perez
  - *Discussion on Call Processing times and how to drive them down.*
- b. Finance/Admin. Division Update – Damian Parsons
  - *Call taker recruitment closed last week and is in review.*
  - *ECNS nurse and manager recruitment open until 3/9.*
  - *Dispatcher recruitment closes 2/27 closes.*
  - *Audit results due at any time.*
  - *Discussed preliminary budget requests.*
- c. MIS Division Update – Blessing Ugbo
  - *CAD rehost completed, now enables inhouse updating.*
  - *Testing begins next week to find any vulnerable areas that require attention/work.*
- d. EMS Division Update
  - *No update*

## **COMMITTEE REPORTS**

- a. Ops Chief Committee Report – Chief Jeremy Ault
  - *Praised Chief Serna for his open communication.*
  - *Discussed a quarterly meeting. Chino is hosting line level BC and DC in March to build relationships. Intent is to move this meeting around the County.*
  - *Working with Dana DeAntonio to update OA manual.*

## **SUBSIDIARY COMMITTEE REPORTS**

- a. EMS Sub-Committee Update – Chief Joe Barna
  - *Approved EOP and COOP plans at last meeting.*
  - *Discussed a trial for whole blood with a regional approach. Challenges discussed but feel there is merit to continuing the discussion.*

## **ROUND TABLE**

*Chief Clemmer of Victorville informed the Administrative Committee that he met with AMR representatives last month to discuss response issues in the High Desert.*

## **CLOSED SESSION**

*\*The Administrative Committee entered Closed Session at 3:08 p.m.*

20. Review and update Existing Litigation – Government Code section 54956.9: AMR Lawsuit

21. Personnel Matter – Public Employment Government Code section 54957:  
Title: MIS Director

*\*The Administrative Committee came out of Closed Session at 3:37p.m.*

*Direction was given by the Administrative Committee regarding the MIS Director position.*

## **ADJOURNMENT**

***Motion to adjourn the Joint Meeting of the CONFIRE Board of Directors and Administrative Committee.***

*The meeting adjourned at 3:38 p.m.*

**Upcoming Meetings:** CONFIRE Board of Directors – May 27, 2025  
CONFIRE Administrative Committee – March 25, 2025

    /s/ Liz Berry      
**Liz Berry**  
**Clerk of the Board**