



**CONFIRE**

## **STAFF REPORT**

**DATE: December 11, 2023**

**FROM: Nathan Cooke  
Interim Director**

**TO: Board of Directors**

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**SUBJECT: Reclassification of CONFIRE Positions**

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### **Recommendation**

It is recommended that the CONFIRE Board of Directors (BOD) approve the reclassification of the following positions because CONFIRE has been awarded the Advanced Life Support and Basic Life Support Ground Ambulance Services, Interfacility and Critical Care Transport Services for Exclusive Operating Areas in San Bernardino County contract.

Deputy Director- Deputy Executive Director

Chief Financial Officer- Finance/Administrative Service Director

Assistant Manager- Communications Manager

MIS Supervisor- MIS Director

### **Background Information**

The County of San Bernadino has awarded CONFIRE the Advanced Life Support and Basic Life Support Ground Ambulance Services, Interfacility and Critical Care Transport Services for Exclusive Operating Areas in San Bernardino County contract. In order to adhere to the provisions, set forth in the contract and to operate effectively and efficiently, CONFIRE will need to reclassify the Deputy Director- Deputy Executive Director, Chief Financial Officer- Finance/Administrative Service Director, Assistant Manager- Communications Manager, and MIS Supervisor- MIS Director.

These reclassifications are vital to the overall success of the implementation and maintenance of the ambulance contract. CONFIRE is now responsible for one of the largest ambulance contracts in California and will need to reclassify these positions so the additional duties and responsibilities will be handled.

## **Fiscal Impact**

The (4) reclassifications will cost approximately \$650,622.71 annually. These reclassifications will be funded by the EMS Division and the revenue generated from the Advanced Life Support and Basic Life Support Ground Ambulance Services, Interfacility and Critical Care Transport Services for Exclusive Operating Areas in San Bernardino County contract.

Here is the financial breakdown of the difference for each reclassification:

Deputy Director- Deputy Executive Director- \$420,750.00 (fully burdened)

Chief Financial Officer- Finance/Administrative Service Director- \$127,641.78 (fully burdened)

Assistant Manager- Communications Manager - \$23,263.34 (fully burdened)

MIS Supervisor- MIS Director- \$78,967.58 (fully burdened)