

**CONFIRE**

STAFF REPORT

DATE: June 23, 2026

FROM: Nathan Cooke, Interim Director

BY: Damian Parsons, Finance/Administrative Director
Erika Torres-Murillo, Staff Analyst II

TO: CONFIRE Administrative Committee

SUBJECT: Agreement for Emergency Communication Nurse System-Nurse
Consultant

Recommendation

Approve an agreement with Leslie Parham to support the Emergency Communications Nurse System (ECNS) program as a Nurse Consultant from July 1, 2026, to June 30, 2027.

Background Information

CONFIRE utilizes employment contracts in various capacities to augment staffing as needed. CONFIRE has the need to continue to contract with Leslie Parham for Emergency Communications Nurse System Nurse Consultant from July 1, 2026, to June 30, 2027. Her duties include, but are not limited to:

- On-boarding of new ECNS Call-Takers (Nurses)
- Implementation of ECNS Business Plan
- Oversee EMD and EMD Q programs
- Work with stakeholders and management on the financial viability of the program
- Program assessment and development and implementation of program improvement strategies

Additionally, this position may act as an Agency Liaison to ensure the needs of the ECNS program are being met.

CONFIRE recommends contracting with Leslie Parham due to her extensive institutional knowledge of the ECNS program, which is critical to the efficient and effective operation of CONFIRE, and the support provided to other agencies.

Either party may terminate this Contract at any time without cause with a fourteen (14) day prior written notice to the other party.

Fiscal Impact

The total annual cost will be \$46,713 based on the hourly rate of \$89.83 for ten hours a day for one day a week. The new annual cost reflects a 5.5% increase over prior year, which is consistent with recent COLA increases. The cost of this agreement is included in the approved 2026-27 ECNS budget (Fund 5030).

Attachments

- 2026-27_Agreement – ECNS Nurse Consultant-Leslie P.