



**CONFIRE**

## STAFF REPORT

**DATE:** October 15, 2024

**FROM:** Nathan Cooke  
Interim Director

**TO:** CONFIRE Administrative Committee

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**SUBJECT: Agreement for Temporary Employment**

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### Recommendation

Approve the Agreement with Priority Ambulance for Temporary Services and the draft Administrative policy for temporary employment of Priority personnel by CONFIRE and its member agencies.

### Background Information:

On February 22, 2022, the Administrative Committee approved a contract with Priority Ambulance to provide emergency medical services in partnership with its member agencies. This Agreement, as well as Contract Number 23-1282 with San Bernardino County, are not being performed under or pursuant to the Court Order.

To further enhance operational flexibility, CONFIRE seeks to enter into this Agreement with Priority Ambulance. This Agreement would permit CONFIRE, and by extension, its Joint Powers Authority (JPA) member agencies, to temporarily utilize Priority Ambulance personnel. These personnel will fill critical short-term staffing needs across CONFIRE and its member agencies.

The CONFIRE Joint Powers Agreement under Fiscal Contributions, Sections 7(b) and 7(c), allows for Parties to the Agreement to be billed for additional services (seat-based) received or requested by the Party or Parties. These services can be directly or indirectly related to the provision of services to the Parties, and each Party shall pay its pro-rata share of such costs and expenses. Furthermore, CONFIRE shall bill each Party for its Fiscal Contributions quarterly.

The proposed Agreement and draft administrative policy have been reviewed for legal form to ensure compliance with applicable legal and regulatory requirements. This includes adherence to the terms of the Joint Powers Agreement, specifically Sections 7(b) and 7(c), which permit billing for additional services rendered to member agencies. The temporary services provided by Priority Ambulance personnel will comply with all applicable labor laws, including those governing worker classification, wage and hour regulations, and employee benefits. Liability and insurance responsibilities are clearly defined, with appropriate coverage maintained by both CONFIRE and Priority Ambulance to mitigate risks associated with temporary services. Legal counsel has confirmed that the Agreement and policy align with existing contractual obligations and legal standards, thereby minimizing potential legal risks and upholding ethical considerations in the temporary services provided by Priority personnel.

Staff strongly encourages Agencies to maintain transparency by proactively discussing the labor implications of utilizing Priority Ambulance personnel in temporary assignments with their respective labor unions prior to implementation. These temporary services are designed solely to address Priority's short-term staffing needs and will not replace or encroach upon union-held jobs.

It is recommended that the policy be implemented as a working draft while receiving feedback from the Administrative Committee. The draft policy was developed to memorialize and update current temporary assignment processes and provide guidelines for CONFIRE and its Agencies to use Priority Ambulance employees in temporary assignments. The policy includes procedures for requesting assignments, roles and responsibilities, reimbursement rates, billing processes, and compliance requirements to ensure transparency and efficiency. Staff recommends reviewing the policy annually to ensure it continues to meet the intended objectives.

Upon approval of this recommendation by the Administrative Committee, CONFIRE will immediately implement the amended contract with Priority Ambulance and the administrative policy for temporary employment, with the primary goal of employing Priority personnel as soon as possible to address critical short-term staffing needs. CONFIRE staff will coordinate with Priority Ambulance to identify qualified personnel for temporary assignments, notifying all member agencies with guidelines for requesting personnel in order to facilitate swift onboarding and orientation processes. Additionally, CONFIRE fiscal staff will adjust billing and invoicing procedures to align with the reimbursement policy and closely monitor the implementation to ensure a smooth integration of Priority personnel into the temporary roles.

**Fiscal Impact:**

There is no net fiscal impact to CONFIRE. CONFIRE will pay Priority an agreed-upon amount to reimburse them for the work performed by their employees for member agencies. The temporary Priority employees’ costs will be reimbursed directly to CONFIRE by the member agency through direct invoicing or an increase to their respective agency fees. .

**Priority Ambulance Position and Rate Table:**

Position	Temp Rate per Hour	Available Staff
Safety Manager	\$63.70	1
IT Engineer	\$47.74	2
HR Director	\$100.60	1
HR Generalist	\$43.48	3
Logistics Mgr	\$58.11	1
Supply Supervisor	\$44.01	2
Supply Supervisor	\$42.42	1
Fleet Mgr	\$47.74	1
Lead Mechanic	\$45.07	2
Mechanic	\$38.37	2
Mechanic	\$43.91	1
Ed & Trng Mgr / Paramedic	\$69.02	1
EMS Educator / Paramedic	\$45.08	3
SSM Analyst	\$61.04	1
Dispatch Supervisor	\$48.33	1
Dispatch Supervisor	\$47.23	1
Dispatch Supervisor	\$46.12	1
Dispatcher	\$37.27	1
Dispatcher	\$36.16	2
Dispatcher	\$35.05	4
Dispatcher	\$46.12	1
EMT	\$22.88	1
EMT	\$24.35	27
Med Supply Technician	\$22.88	15