



**JOINT MEETING OF THE CONFIRE BOARD OF DIRECTORS
AND
ADMINISTRATIVE COMMITTEE
TUESDAY, SEPTEMBER 24, 2024 – 1:30 P.M.
LOMA LINDA-EOC, 25541 BARTON RD., LOMA LINDA**

MINUTES

ROLL CALL

BOARD OF DIRECTORS:

Chair – Lynne Kennedy, Mayor Pro Tem – City of Rancho Cucamonga
Vice Chair – Phill Dupper, Mayor – City of Loma Linda
Dan Leary, Board President – Apple Valley Fire Protection District
Mike Kreeger, Board Member – Chino Valley Independent Fire District
John Echevarria, Council Member – City of Colton
Denise Davis, Council Member – City of Redlands
Andy Carrizales, Mayor Pro Tem – City of Rialto - *Absent*
Joe Baca, Jr., 5th District Supervisor – San Bernardino County
Elizabeth Becerra, Mayor – City of Victorville - *Absent*

ADMINISTRATIVE COMMITTEE MEMBERS:

Chair – Chief Dan Harker, Loma Linda Fire Department
Deputy Chief Reggie Brown, Redlands Fire Department
Chief Buddy Peratt, Apple Valley Fire Protection District
Chief Dave Williams, Chino Valley Fire District
Chief Ray Bruno, Colton Fire Department
Chief Mike McCliman, Rancho Cucamonga Fire Department
Chief Brian Park, 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.

No conflicts were announced.

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 April 20, 2024
2. CONFIRE Operations Statement as of August 31, 2024
3. FY2024-25 EMS Fund (5020)
4. Fund Balance Report as of August 31, 2024
5. YTD Call Summary
6. YTD Answer Times
7. Billable Incidents
8. Call Processing Time Analysis - August 2024
9. ECNS Analysis August 2024

ACTION REQUEST: The Administrative Committee requests the Board accept and approve consent items 1 thru 9.

ACTION: *The CONFIRE Board of Directors accepts and approves consent items 1 thru 9.*

Motion by: *Joe Baca Jr.*

Second: *Phill Dupper*

Lynne Kennedy – Yes

Phil Dupper - Yes

Dan Leary – Yes

Mike Kreeger - Yes

John Echevarria – Yes

Denise Davis – Yes

Andy Carrizales – Absent

Joe Baca, Jr. - Yes

Elizabeth Becerra - Absent

Ayes: *7*

Noes: *0*

Abstain: *0*

Absent: *2*

Motion Approved

CLOSED SESSION

**The Board of Directors and Administrative Committee entered Closed Session at 1:34 p.m.*

10. Review and update Existing Litigation – 54956.9(b): AMR Lawsuit
11. Personnel Matter – Public Employment Government Code section 54957(b)(1): Title: Executive Director

**The Board of Directors and Administrative Committee came out of Closed Session at 2:41 p.m.*

No reportable action from Closed Session.

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

- *ICEMA called for a CONFIRE strike team to report to the Line Fire to evacuate Big Bear Hospital. This was a historic event; 1st time in the County's history that all agencies came together using combined resources for the protection of the public.*
- *Introduction of Communications Director Henry Perez to the Board of Directors.*

NEW BUSINESS

12. Valley Communications Center Lease Agreement – **ACTION ITEM**

The CONFIRE Board of Directors tabled this topic, no action was taken.

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.

13. Approve Administrative Committee Minutes of August 27, 2024
14. Approve the Special Administrative Committee Minutes of September 10, 2024
15. CONFIRE Operations Statement as of August 31, 2024
16. FY2024-25 EMS Fund (5020)
17. Fund Balance Report as of August 31, 2024
18. YTD Call Summary
19. YTD Answering Times

20. Billable Incidents
21. Call Processing Time Analysis – August 2024
22. ECNS Report August 2024
23. MOU DMSU Vehicle
24. BDC Ambulance Agreement – **ACCEPT AND FILE**

Motion to accept all items on Consent.

Motion by: *Chief Mike McCliman*

Second: *Chief Dave Williams*

Ayes: 9

No: 0

Abstain: 0

Absent: 0

DIRECTOR REPORT

- a. Communications Division Update
 - *Communications Director Henry Perez commended the CONFIRE workforce for exceptional service during the recent fire incidents.*
 - *Discussed the progress of new staff training.*
- b. Finance/Admin. Division Update
 - *Introduction of Nicole Vasquez, CONFIRE's new HR Generalist.*
- c. MIS Division Update
 - *MIS continues to work with vendors that are supporting the Ambulance Contract.*
- d. EMS Division Update
 - *Emphasis of Priority's commitment to CONFIRE and the employees hired.*

COMMITTEE REPORTS

- a. CAD to CAD – Ontario Fire Go Live
 - *CAD to CAD with Ontario Fire went live September 24, 2024.*

SUBSIDIARY COMMITTEE REPORTS

- a. EMS Sub-Committee Update – Chief Barna
 - *Approved Policies and Procedures required under the Ambulance Contract.*
 - *Committee continues to work on additional policies.*

NEW BUSINESS

25. Creation of Fire/Rescue Program – **ACTION ITEM**

The CONFIRE Administrative Committee tabled this topic, no action was taken.

26. Chino Valley Interim Director Agreement – **ACTION ITEM**

Approve Amendment No. 2 to the Interim Director agreement with Chino Valley Independent Fire District, extending the term to December 31, 2024.

Adequate appropriation has been included in the approved 2024-25 budget. The total is not to exceed \$65,608 and is being funded by salary savings from budgeted vacancies in Fund 5008.

Motion to Approve Amendment No. 2 to the Interim Director agreement with Chino Valley Independent Fire District, extending the term to December 31, 2024.

Motion by: *Chief Brian Park*

Second: *Chief Buddy Peratt*

Ayes: *9*

No: *0*

Abstain: *0*

Absent: *0*

ROUND TABLE

The Administrative Committee expressed gratitude to Chief Serna and all agencies for their combined efforts during the recent wildfire activity.

CLOSED SESSION

**The Administrative Committee entered Closed Session at 3:17 p.m.*

27. Review and update Existing Litigation – 5956.9(d): AMR Lawsuit

28. Personnel Matter – Public Employment Government Code section 54957(b):
Title: Executive Director

**The Administrative Committee came out of Closed Session at 4:17 p.m.*

No reportable action from Closed Session.

ADJOURNMENT

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

The meeting adjourned at 4:18 p.m.

Upcoming Meetings: CONFIRE Board of Directors - to be determined.
CONFIRE Administrative Committee – October 22, 2024.

/s/ Liz Berry
Liz Berry
Clerk of the Board