



ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, JANUARY 28, 2025 – 1:30 PM

LOMA LINDA EOC – 25541 BARTON RD. LOMA LINDA

MINUTES

ROLL CALL

ADMINISTRATIVE COMMITTEE MEMBERS:

Chief Buddy Peratt, Apple Valley Fire Protection District

Chief Jeremy Ault, Chino Valley Fire District

Chief Ray Bruno, Colton Fire Department

Chief Dan Harker/Chair, Loma Linda Fire Department

Chief Mike McCliman, Rancho Cucamonga Fire Department

Chief Rich Sessler/Vice-Chair, Redlands Fire Department

Chief Brian Park, Rialto Fire Department

Chief Bertral Washington, San Bernardino County Fire -*Absent*

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 Administrative Committee. (Limited to 30 minutes; 3 minutes allotted for each speaker)

No statements were made.

INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

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

No conflicts were announced.

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.

1. Approve the Administrative Committee Minutes of December 17, 2024.

2. CONFIRE Operations Statement as of December 31, 2024
3. Fund Balance Report as of December 31, 2024
4. YTD Call Summary
5. YTD Answer Times
6. CONFIRE Billable Incidents
7. Call Processing Time Analysis – December 2024
8. CONFIRE ECNS Analysis
9. IE PSOP Update

Motion to accept all items on Consent.

Motion by: Chief Jeremy Ault

Second by: Chief Mike McCliman

Yes – 8

No - 0

Abstain – 0

Absent – 1, Chief Bertral Washington

DIRECTOR REPORT

- a. Communication Division Update
 - *Dispatch Manager Geri Franco has accepted a position outside of CONFIRE, a recruitment for her position will open shortly.*
 - *Director Cooke announced the hiring of 3 nurses, they officially started on 1/13/25.*
- b. Finance/Admin. Division Update
 - *The Staff Analyst II recruitment has concluded with the top candidate accepting our offer. We are excited to have the position filled by a candidate with an extensive accounting background.*
- c. MIS Division Update
 - *Phishing tab within Outlook has been activated, making it easier for users to report suspected emails to the MIS staff.*
 - *Feb. 11th CAD rehost. CAD version upgrade has been tested and MIS is confident that it is stable and ready for deployment.*
- d. EMS Division Update
 - *Priority employee placement continues.*

ROUND TABLE

CLOSED SESSION

**The Administrative Committee entered Closed Session at 1:51 p.m.*

10. Review and update existing Litigation – Government Code section 54956.9: AMR Lawsuit
11. Conference with Labor Negotiator – Government Code section 54957.6 CONFIRE Negotiator – Damian Parsons, Employee Organizations(s) – Emergency Services Unit.

**The Administrative Committee came out of Closed Session at 2:28 p.m.*

The Administrative staff gave direction to Damian Parsons regarding bargaining with the Emergency Services Unit.

ADJOURNMENT

Motion to adjourn the CONFIRE Administrative Committee Meeting

The meeting adjourned at 2:29 p.m.

Upcoming Meetings:

Next Regular Meeting: February 25, 2025 @ 1:30 p.m.

/s/ Liz Berry

Liz Berry
Clerk of the Board