

**CONFIRE**

STAFF REPORT

DATE: July 21, 2026

FROM: Nathan Cooke, Interim Executive Director

BY: Ivan Ramirez, Finance Manager
Erika Torres-Murillo, Staff Analyst II

TO: CONFIRE Administrative Committee

SUBJECT: MOU-County Clarification – San Bernadino County

Recommendation

Approve the Memorandum of Understanding with San Bernardino County for administrative services by various county departments for the term of July 1, 2026, through June 30, 2029.

Background Information

CONFIRE maintains an agreement with San Bernardino County for administrative support services, including payroll processing, treasury services, labor negotiations support, access to the County's Geographic Information System (GIS), and other related services.

The existing agreement, which covered the period from September 9, 2023, through June 30, 2026, has expired. A new agreement is necessary to ensure the continued provision of these services. Changes to the MOU include the removal of County Responsibilities for Human Resources services for recruitment and employee relations that are now being performed by internal staff. Other revisions were limited to administrative updates, grammatical corrections, and other minor non-substantive modifications.

The original MOU was approved by the Board of Directors on May 30, 2023. Pursuant to Board policy, subsequent renewals fall within the Administrative Committee's authority for approval.

Financial Impact

The estimated costs for services provide under this MOU are \$142,025 and have been included in the 2026-27 budget. Approval of the MOU will not require any additional costs to the CONFIRE agencies.

Attachments

- 2026_07_MOU-County Clarification – San Bernardino County