



CONFIRE

STAFF REPORT

DATE: 01/09/2023

**FROM: Dan Harker, Administrative Committee Chair
Karen Hardy, Chief Financial Officer**

TO: CONFIRE Board of Directors

SUBJECT: Interim Director of Communication Budget Adjustment

RECOMMENDATION

Approve the budget adjustment to transfer appropriations in the amount of \$192,253.00 in the following Funds:

- Operations Fund (5008)
Transfer \$192,253 from Salaries and Benefits to Professional Services in Fund 5010 to cover the approved Interim Director Nathan Cooke's agreement with Chino Valley Fire for the last six-month costs.
- General Reserve Fund (5010)
Increase appropriations by \$192,253 in Other Professional & Special Services for FY 2023 to cover six-month costs of Interim Nathan's Cooke's agreement

BACKGROUND

The Administrative Board approved Interim Director Nathan Cooke for transition of the vacancy of Art Andres through June 30, 2023. The agreement was exercised with Chino Valley Fire. Since the JPA is actively responding to the ambulance RFP, it was decided to not permanently fill this position until the matter is decided. The first six-month costs were brought forward to the board in July. This will cover the estimated total costs extending his agreement until June 30th. There may be a potential need to extend the agreement for four months into the following Fiscal Year which, matter will be brought forward in FY 2024 Budget appropriations.

FISCAL IMPACT

There will be no fiscal impact. Adequate appropriation and revenue have been included in CONFIRE's FY22-23 budget utilizing the salary savings from Director's and other vacancies in Fund 5008. This motion is to authorize funds be move in the amount of \$192,253 from Fund 5008 to Fund 5010.