STAFF REPORT

DATE: November 17, 2026

FROM: Damian Parsons, Deputy Executive Director, Business Operations
BY: Ivan Ramirez, Finance Manager

TO: CONFIRE Administrative Committee

SUBJECT: Adoption of Resolution Authorizing the Establishment of a Bank Account

Recommendation

Adopt a resolution authorizing the Executive Director or Deputy Executive Director to establish a bank account on behalf of CONFIRE and execute all necessary banking agreements and related documents.

Background Information

CONFIRE currently receives treasury and banking services from San Bernardino County's Auditor-Controller/Treasurer/Tax Collector office (ATC). Banking services are provided through Wells Fargo, with the County maintaining operational control over the banking system.

As part of CONFIRE's ongoing efforts to expand the capabilities of its Oracle NetSuite enterprise resource planning (ERP) system, staff is evaluating a direct bank feed integration with Wells Fargo. This integration would allow banking transactions to flow directly into NetSuite, facilitating the reconciliation of deposits and other accounts receivable activity. Automating these processes would significantly reduce manual reconciliation efforts, improve efficiency, and reduce staff workload.

To implement this integration, CONFIRE would need to purchase the Wells Fargo Vantage Connect connector for NetSuite. However, because the existing banking relationship is administered by the County, CONFIRE cannot independently purchase or activate the connector without the County's authorization.

On September 10, 2026, CONFIRE submitted a request to the County seeking its authorization. The County advised that it is evaluating the potential impact of the request on its existing service agreement with Wells Fargo. The County also notified CONFIRE it may be unable to separate the costs for the connector from its service agreement. As a

result, there is a possibility that the County may not authorize CONFIRE to proceed with the integration under the current banking arrangement

To provide an alternative should the County decline the request, staff is seeking authorization for the Executive Director or Deputy Executive Director to establish a separate bank account outside of the County's banking arrangements.

If necessary, staff intends to establish an account primarily for ambulance services revenue, maintaining a limited operating balance for testing, development, and validation of banking integrations with NetSuite. Funds exceeding the amount necessary for these purposes would continue to be transferred to the County Treasury in accordance with existing practices. All other CONFIRE revenues would continue to be deposited through the current Wells Fargo banking arrangement administered by the County.

Establishing this account would allow CONFIRE to develop and test banking integrations independently while maintaining its existing treasury relationship with the County. It would also provide the organization with greater operational flexibility and position CONFIRE for potential future banking independence, should the Board of Directors determine that such a transition is appropriate.

Financial Impact

There is no direct financial impact associated with authorizing the Executive Director or Deputy Executive Director to apply for and execute the documents necessary to establish a bank account.

Actual banking fees will depend on the financial institution selected and the account services required. However, such fees are generally modest and may be reduced or waived by maintaining applicable minimum account balances. Staff will evaluate available banking options to minimize these costs.

Additional costs may be incurred for a bank feed connector to integrate banking transactions with NetSuite. These costs are estimated not to exceed $3,600 annually, based on the approximate cost of the Wells Fargo Connect connector.

Any applicable banking and integration fees will be funded through CONFIRE's Operations budget (5008). Sufficient appropriation is included within the existing budget to accommodate these expenses.

Attachments

- Resolution No. 2026-05