



**CONFIRE**

## STAFF REPORT

**DATE: November 26, 2024**

**FROM: Nathan Cooke, Interim Director**

**BY: Damian Parsons, Finance/Administration Director**

**TO: Administrative Committee**

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**SUBJECT: Contracts for Nurse Positions to Support Emergency  
Communications Nurse System Program**

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### **Recommendation**

Authorize the Interim Director to execute and enter into contracts for three nurse positions to support the Emergency Communications Nurse System (ECNS) program for six months from December 1, 2024, to June 30, 2025, with an option to extend for an additional six-month period.

### **Background Information**

CONFIRE utilizes employment contracts in various capacities to augment staffing as needed. The ECNS program currently has a vacant nurse position and staff anticipate additional vacancies in nursing positions in the near future. Additionally, CONFIRE was recently notified by the Regional Medical Services Authority (REMSA) in Washoe County, Nevada that they would no longer provide ECNS augmentation services to CONFIRE effective December 1, 2024, as they are eliminating their ECNS program. As the result of anticipated vacancies and the termination of services from REMSA, CONFIRE has the need to contract with nurses to support the ECNS program. Staff is requesting authorization for the Interim Director to enter into contracts with three nurses with the intent of recruiting former REMSA nurses as they are trained and certified to provide services in California and they are familiar with CONFIRE's ECNS protocols which will minimize training time and costs.

The contract term is for six months with an option to extend for an additional six-month period. Either party may terminate this contract at any time without cause with a fourteen (14) day prior written notice to the other party. The contract template was approved for legal form by legal counsel.

Staff recommends approval of the three contracts to provide necessary support to the ECNS program as recruitments are conducted to fill vacancies for permanent positions.

**Fiscal Impact**

The total estimated six-month contract costs for these positions is \$168,547. Contract costs will be funded by existing unexpended American Rescue Plan Act funds. Staff is currently working on obtaining additional funding for ECNS from San Bernardino County and health plan providers.