



ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, OCTOBER 22, 2024 – 1:30 PM

LOMA LINDA EOC – 25541 BARTON RD. LOMA LINDA

MINUTES

ROLL CALL

ADMINISTRATIVE COMMITTEE MEMBERS:

Chief Rich Sessler/Vice-Chair, Redlands Fire Department

Chief Buddy Peratt, Apple Valley Fire Protection District

Chief Dave Williams, Chino Valley Fire District

Chief Ray Bruno, Colton Fire Department

Chief Dan Harker, Loma Linda Fire Department

Chief Mike McCliman, Rancho Cucamonga Fire Department - *Departed after Closed Session*

Chief Brian Park, Rialto Fire Department

Chief Bertral Washington, San Bernardino County Fire

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)

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 abstentions or conflicts announced.

CLOSED SESSION

**At the request of Chief McCliman and approval of the Administrative Committee, CLOSED SESSION was moved to item 1.*

**The Administrative Committee entered Closed Session at 1:34 p.m.*

1. Review and update existing Litigation – Government Code section 54956.9: AMR Lawsuit

**The Administrative Committee came out of Closed Session at 1:54 p.m.*

No reportable action taken during closed session.

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.

2. Approve the CONFIRE Joint Board of Directors and Administrative Committee Minutes of September 24, 2024.
3. CONFIRE Operations Statement as of September 30, 2024
4. Fund Balance Report as of September 30, 2024
5. YTD Call Summary
6. YTD Answering Times
7. Billable Incidents
8. Call Processing Time Analysis – September 2024
9. CONFIRE ECNS Analysis
10. City of Redlands Agreement Amendment

Motion to accept item 2 on Consent.

Motion by: Chief Park

Second by: Chief Washington

Yes – 7

No - 0

Abstain – 1 Chief Sessler

Absent – 1-Chief McCliman

Motion to accept items 3-10 on Consent.

Motion by: Chief Park

Second by: Chief Washington

Yes – 8

No - 0

Abstain – 0

Absent – 1 Chief McCliman

DIRECTOR REPORT

- a. Communication Division Update – Henry Perez
 - *Training employees have been released to the dispatch floor.*
 - *Approximately 640 calls answered a day, 90% of calls picked up within 10 seconds. Current staffing model is looking solid.*
 - *Ace Accreditation has been completed and submitted.*
 - *ECNS is doing well, we are EMD'ing more calls, EMS Calls transferred to ECNS is up to 42%.*
 - *Valley Dispatch Center construction is on schedule.*
 - *5 System Status Controllers have been placed on the dispatch floor and are helping tremendously.*
- b. Finance/Admin. Division Update – Damian Parsons
 - *All recruitments are on hold, pending litigation.*
- c. MIS Division Update – Blessing Ugbo
 - *Software commitments are forefront.*
 - *Reminder that Dec. 13 marks the MIS freeze date, only emergency or required items will be worked on.*
- d. EMS Division Update
 - *Approximately 40 EMT's have been deployed across the US. Current commitment is 30 days.*

COMMITTEE REPORTS

- a. Ops Chief Committee Report – Chief Williams

SUBSIDIARY COMMITTEE REPORTS

- a. EMS Sub-Committee Update – Chief Barna
 - *Two items moved forward to Administrative Committee for action.*
 - *November meeting will be cancelled, next meeting is December 10th.*

NEW BUSINESS

11. Priority Contract Agreement for Temporary Employment – Director Cooke – **ACTION ITEM**

Approve the Agreement with Priority Ambulance for Temporary Services and the draft administrative policy for temporary employment of Priority personnel by CONFIRE and its member agencies.

There is no net fiscal impact to CONFIRE. CONFIRE will pay Priority an agreed-upon amount to reimburse them for the work performed by their employees for member agencies. The temporary Priority employees' costs will be reimbursed directly to CONFIRE by the member agency through direct invoicing or an increase to their respective agency fees.

Motion to approve the Agreement with Priority Ambulance for Temporary Services and the draft administrative policy for temporary employment of Priority personnel by CONFIRE and its member agencies as presented.

Motion by: Chief Peratt

Second by: Chief Sessler

Yes – 8

No - 0

Abstain – 0

Absent – 1 Chief McCliman

12. Fund 5020 (EMS) Loan – Damian Parsons – ACTION ITEM

On September 12, 2024, the courts ordered a preliminary injunction that stopped implementation of the Advanced Life Support and Basic Life Support Ground Ambulance Services, Interfacility, and Critical Care Transport Services for Exclusive Operating Areas contract. While new spending has ceased and other costs have been reduced since the injunction, ongoing costs, primarily legal fees, remain, which require funding. The unfunded cost for the remainder of the fiscal year is estimated at \$1,000,000. With the implementation of the Temporary Services with Priority Ambulance, the EMS fund will also need the capacity to pay Priority Ambulance for services rendered by their employees until reimbursement is received from participating CONFIRE agencies.

It is recommended that CONFIRE utilize Fund 5010 (Reserve) to provide a loan, not to exceed \$2,000,000, to Fund 5020 (EMS) for the above costs with no interest. Staff will only draw the amount necessary to meet any unmet funding obligations. Furthermore, staff does not anticipate needing the full loan amount this fiscal year.

Upon approval, the funds will be transferred from Fund 5010 to Fund 5020. There will be zero interest charged to Fund 5020 for this loan, which must be repaid within two years from the fund's transfer date. The loan will be repaid with Ground Ambulance Services revenues realized under the contract with San Bernardino County.

Motion to approve a loan from Fund 5010 (Reserve) to Fund 5020 (EMS) in the amount of \$2,000,000.

Motion by: Chief Park

Second by: Chief Peratt
Yes – 8
No - 0
Abstain – 0
Absent – 1 Chief McCliman

13. EMS 2.0 Implementation – Director Cooke – **DISCUSSION ITEM**
EMS 2.0 is the mobile health side of the RFP response. CONFIRE is working on an agreement with Kaiser to make sure patients are staying in network. This would include certified public health care workers, nurse practitioners, and registered nurses.
14. ECNS Funding Update – Director Cooke – **DISCUSSION ITEM**
Staff continues to meet with major entities in the County to discuss ECNS funding. REMSA, the 2nd entity to stand up an ECNS program has announced their program will end on December 1, 2024. CONFIRE is researching the possibility of bringing on REMSA nurses for a temporary assignment.
15. November and December meeting dates – **DISCUSSION ITEM**
November 26th meeting stands at 1:30 p.m.
December meeting will be moved up 1 week to December 17th @ 1:00 p.m.

ROUND TABLE

ADJOURNMENT

Motion to adjourn the CONFIRE Administrative Committee Meeting

The meeting adjourned at 3:03 p.m.

Upcoming Meetings:

Next Regular Meeting: November 26, 2024 @ 1:30 p.m.

 /s/ Liz Berry
Liz Berry
Clerk of the Board