



**JOINT MEETING OF THE CONFIRE BOARD OF DIRECTORS
AND
ADMINISTRATIVE COMMITTEE
TUESDAY, FEBRUARY 24, 2026 – 1:00 P.M.
598 S. TIPPECANOE AVE., 1ST FLOOR ASSEMBLY ROOM, SAN BERNARDINO, CA**

MINUTES

ROLL CALL

BOARD OF DIRECTORS:

Madam Chair – Lynne Kennedy – City of Rancho Cucamonga - *Absent*
Vice Chair – Phill Dupper – City of Loma Linda
Dan Leary, Director – Apple Valley Fire Protection District
Harvey Luth, Director – Chino Valley Fire District
David Toro, Director – City of Colton
Denise Davis, Director – City of Redlands
Andy Carrizales, Director – City of Rialto - *Absent*
Joe Baca, Jr., Director – San Bernardino County
Elizabeth Becerra, Director – City of Victorville

ADMINISTRATIVE COMMITTEE MEMBERS:

Chair - Chief Dan Harker, Loma Linda Fire Department - *Absent*
Chief Reggie Brown, Redlands Fire Department
Chief Buddy Peratt, Apple Valley Fire Protection District
Chief Jeremy Ault, Chino Valley Fire District
Chief Ray Bruno, Colton Fire Department
Chief Mike McCliman, Rancho Cucamonga Fire Department
Acting Chief Chris Jensen, 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 Board of Directors and Administrative Committee. (Limited to 3 minutes for each speaker)

INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Agenda items may require Board Member abstentions due to conflict of interests and financial interests. Board Member/Administrative Committee abstentions shall be stated under this item for recordation on the appropriate item.

Director Joe Baca Jr. recused himself from Closed Session.

BOARD OF DIRECTORS CONSENT ITEMS

The following items are considered routine and non-controversial and will be voted upon at one time by the Board of Directors. An item may be removed by a Board Member or member of the public for discussion and appropriate action.

1. Approve the Joint Meeting of the CONFIRE Board of Directors and Administrative Committee Minutes of September 23, 2025
2. CONFIRE Operations Statement as of January 31, 2026
3. Fund Balance Report as of January 31, 2026
4. YTD Call Summary
5. YTD Answer Time
6. YTD Billable Incidents
7. Call Processing Time Analysis – January 2026
8. ECNS Report – January 2026
9. Brown Act Compliance Manual – Updated – **ACCEPT/FILE**

ACTION REQUEST: The Administrative Committee requests the Board accept and approve consent items 1 thru 9.

ACTION: *The CONFIRE Board of Directors accepts and approves consent items 1 thru 9.*

Motion by: *Joe Baca Jr.*

Second: *Elizabeth Becerra*

Lynne Kennedy – Absent

Phill Dupper – Yes

Dan Leary – Yes

Harvey Luth - Yes

David Toro– Yes

Denise Davis – Yes

Andy Carrizales – Absent

Joe Baca, Jr. - Yes

Elizabeth Becerra - Yes

Ayes: 7

Noes: 0

Abstain: 0

Absent: 2 – *Lynne Kennedy and Andy Carrizales*

Motion Approved

DIRECTOR UPDATE - CONFIRE Director to give an update on the various activities within CONFIRE.

- *ECNS update – Behavior Health will provide funding for 5 years. Agreement also includes 2 DBH employees that will be embedded in the 911 call center.*
- *Ongoing regionalization effort to obtain funding for ECNS. Regionalization across the state of California appears to be the future direction of this program.*
- *VCC construction is almost complete, ribbon cutting ceremony will be announced shortly.*
- *CONFIRE staff are currently participating in lobbying in Washington D.C. for 911.*
- *Administrative Committee call processing workshop held on January 27th. The workshop was well received with a lot of good input. We will continue to work together on being more efficient.*
- *ICEMA recognition of multiple Call Takers and Dispatchers.*
- *Introduction of the Priority Ambulance executive team.*

NEW BUSINESS

10. Revised 2025-26 Budget and Budget Adjustments – Damian Parsons – **ACTION ITEM**

ACTION REQUEST:

- Approve the revised 2025-26 budget for Operations Fund 5008 as per attachment A.
- Approve the following adjustments to the revised 2025-26 Operations Fund 5008 budget as follows:
 - 8831005008-Salaries & Benefits-Decrease \$22,466
 - 8836005008-Software-Increase \$22,466
- Approve the addition of one (1) Finance manager position, funded in the current year using salary and benefit savings, and authorize the inclusion in the proposed 2026-27 budget.

The revised budget results in an \$85,393 decrease in Expenditure Authority and a \$108,398 decrease in Revenues for a Net change of \$23,005.

The impact of the revised budget changes revenue amounts due from each agency, with many agencies being due a credit. No agency will incur additional costs because of the budget change. For those agencies due to receive a credit, staff will work with each agency to determine how they would like to receive their credit.

The budget adjustment is increasing Software appropriations by \$22,466 and will be funded through a corresponding decrease of \$22,466 to Salary and Benefits. The available amount in Salary and Benefits is the result of salary savings realized by vacant positions throughout the year. There will be no additional costs for CONFIRE member or contract agencies.

The estimated current year salary and benefits cost for the Finance Manager is \$54,607 (fully encumbered) and will be funded by salary and benefit savings resulting from vacancies. The total cost of \$224,981 will be included in the 2026-27 budget.

ACTION: *The CONFIRE Board of Directors approves the revised 2025-26 Budget and Budget Adjustments as presented.*

Motion by: *Joe Baca Jr.*

Second: *Dan Leary*

Lynne Kennedy – Absent

Phill Dupper – Yes

Dan Leary – Yes

Harvey Luth - Yes

David Toro– Yes

Denise Davis - Yes

Andy Carrizales – Absent

Joe Baca, Jr. - Yes

Elizabeth Becerra - Yes

Ayes: *7*

Noes: *0*

Abstain: *0*

Absent: *2 – Lynne Kennedy and Andy Carrizales*

Motion Approved

11. Establishment of the CONFIRE Nonprofit Foundation – Nathan Cooke – **ACTION ITEM**

ACTION REQUEST: Authorize the establishment of a 501 (c)(3) foundation, to serve as a nonprofit arm of CONFIRE.

As CONFIRE’s mission and influence continues to expand in our region, there is a need to establish a pathway that will bolster our public-private partnerships and ability to do so in a fiscally responsible manner.

The 501 (c) (3) will be called the CONFIRE Foundation, whose public benefit will be to 911 Emergency Communications services, Emergency Medical Services (EMS), and Ambulance Transport services, consistent with CONFIRE’s mission to provide “911 Emergency Dispatch and ambulance transport services,” to our member agencies and the community members we serve.

This will lessen the burdens of government by providing opportunities to privately fund equipment, technology, training, and programs that increase emergency readiness and reduce avoidable demand on public services.

The CONFIRE Foundation will provide a pathway to better support and provide assistance to our community members, allied stakeholder groups, and both member and contract agencies.

It is estimated that the fees for applying for 501(c)(3) nonprofit status and other associated startup-costs will not exceed \$1,000 and will be paid from Fund 5008 (Operations).

ACTION: *The CONFIRE Board of Directors authorizes the establishment of a 501 (c)(3) foundation to serve as a nonprofit arm of CONFIRE.*

Motion by: *Joe Baca Jr.*

Second: *Elizabeth Becerra*

Lynne Kennedy – Absent

Phill Dupper – Yes

Dan Leary – Yes

Harvey Luth - Yes

David Toro– Yes

Denise Davis – Yes

Andy Carrizales – Absent

Joe Baca, Jr. - Yes

Elizabeth Becerra - Yes

Ayes: *7*

Noes: *0*

Abstain: *0*

Absent: *2 – Lynne Kennedy and Andy Carrizales*

Motion Approved

12. Charter Membership to PSAP for ECNS – Nathan Cooke – **ACTION ITEM**

ACTION REQUEST: Authorize CONFIRE to become a charter member of the statewide association of Public Safety Answering Points (PSAP), for Emergency Communications Nurse System (ECNS) services.

The need for ECNS services continues to grow as agencies seek alternatives to traditional emergency response, improved patient care coordination, and more efficient use of system resources. Agencies face increasing operational complexity and financial risk when programs are developed independently.

To address these challenges and support long-term financial sustainability, the CERIS sub-committee has evaluated regional and statewide models for ECNS and recommends that CONFIRE participate as a charter member in a non-profit association structured as a 501 (c)(6). This model is designed to support collaboration among public agencies and

provide a framework for shared decision making, transparency, and coordination of ECNS services.

This would allow CONFIRE to participate in the initial formation of the association, including governance structure, membership criteria, and operational framework. This position ensures CONFIRE has a direct role in shaping the organization while supporting continued development of regional ECNS services.

CONFIRE is the only PSAP in the state of California providing ECNS services and has been doing so for the past 5 years. These services have yielded extensive business plan iterations, as well as copious amounts of data review and interpretation.

CONFIRE staff will use the already incurred costs associated with being the proving ground for ECNS in California, as a negotiating tool to offset any membership fees/costs associated with becoming a charter member.

It is anticipated that CONFIRE will not incur any membership fees/costs to become a charter member.

ACTION: *The CONFIRE Board of Directors authorizes CONFIRE to become a charter member of the statewide association of Public Safety Answering Points (PSAP), for Emergency Communications Nurse System (ECNS) services.*

Motion by: *Joe Baca Jr.*

Second: *Dan Leary*

Lynne Kennedy – Absent

Phill Dupper – Yes

Dan Leary – Yes

Harvey Luth - Yes

David Toro– Yes

Denise Davis – Yes

Andy Carrizales – Absent

Joe Baca, Jr. - Yes

Elizabeth Becerra - Yes

Ayes: *7*

Noes: *0*

Abstain: *0*

Absent: *2 – Lynne Kennedy and Andy Carrizales*

Motion Approved

13. Election of Officers – **ACTION ITEM**

ACTION REQUEST: Section 12 of the Joint Powers Agreement requires that the Board elect officers (Chair-Vice Chair) each Year.

ACTION: *The CONFIRE Board of Directors elect Lynne Kennedy to serve as Chair for the term of 1 year.*

Motion by: *Joe Baca Jr.*

Second: *Dan Leary*

Lynne Kennedy – Absent

Phill Dupper – Yes

Dan Leary – Yes

Harvey Luth - Yes

David Toro– Yes

Denise Davis – Yes

Andy Carrizales – Absent

Joe Baca, Jr. - Yes

Elizabeth Becerra - Yes

Ayes: 7

Noes: 0

Abstain: 0

Absent: 2 – *Lynne Kennedy and Andy Carrizales*

Motion Approved

ACTION: *The CONFIRE Board of Directors elect Phill Duper to serve as Vice-Chair for the term of 1 year.*

Motion by: *Joe Baca Jr.*

Second: *Dan Leary*

Lynne Kennedy – Absent

Phill Dupper – Yes

Dan Leary – Yes

Harvey Luth - Yes

David Toro– Yes

Denise Davis – Yes

Andy Carrizales – Absent

Joe Baca, Jr. - Yes

Elizabeth Becerra - Yes

Ayes: 7

Noes: 0

Abstain: 0

Absent: 2 – *Lynne Kennedy and Andy Carrizales*

Motion Approved

CLOSED SESSION

**Director Joe Baca Jr. recused himself from Closed Session.*

***The Board of Directors and Administrative Committee entered Closed Session at 1:32 p.m.*

14. Review and update Existing Litigation – Government Code section 54956.9: AMR Lawsuit

**The Board of Directors and Administrative Committee came out of Closed Session at 1:45 p.m.*

No reportable action from Closed Session.

ADMINISTRATIVE COMMITTEE 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.

15. Approve Administrative Committee Minutes of January 27, 2026.
16. CONFIRE Operations Statement as of January 27, 2026.
17. Fund Balance Report as of January 31, 2026.
18. YTD Call Summary
19. YTD Answer Time
20. YTD Billable Incidents
21. Call Processing Time Analysis – January 2026
22. ECNS Report – January 2026
23. Contract Amendment Mat Fratus Consulting
24. Delay in Submission of 2026-2027 Preliminary Budget
25. Brown Act Compliance Manual - Updated

Motion to accept all items on Consent.

Motion by: *Bertral Washington*

Second: *Jeremy Ault*

Ayes: *8*

No: *0*

Abstain: *0*

Absent: *1 – Chief Dan Harker*

DIRECTOR REPORT

- a. Communications Division Update – Henry Perez
 - *No report.*
- b. Finance/Admin. Division Update – Damian Parsons

- *No report.*
- c. MIS Division Update – Renan Mamaril
- *No report.*

ROUND TABLE

- *Chief Clemmer and Chief Ault requested numbers from CONFIRE for budget preparation.*
- *Chief Clemmer requested an update on Barstow Fire. Item no longer on the table.*
- *Chief McCliman provided an update regarding County Chiefs. He praised Chief Clemmer’s continued efforts to advocate for the High Desert service area.*

CLOSED SESSION

**No Closed Session.*

ADJOURNMENT

Motion to adjourn the Joint Meeting of the CONFIRE Board of Directors and Administrative Committee.

The meeting adjourned at 1:55 p.m.

Upcoming Meeting: Administrative Committee Meeting, Tuesday, March 24th @ 1:00 p.m.
Loma Linda EOC, 25541 Barton Rd., Loma Linda, CA

 /s/ Liz Berry
Liz Berry
Clerk of the Board