



ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, MAY 28, 2024 – 1:30 PM

LOMA LINDA-EOC 25541 BARTON RD, LOMA LINDA

AGENDA

The CONFIRE Administrative Committee Meeting is scheduled for Tuesday, May 28, 2024, in the Loma Linda Fire Department Emergency Operations Center, 25541 Barton Road, Loma Linda, California.

Reports and Documents relating to each agenda item are on file at CONFIRE and are available for public inspection during normal business hours.

The Public Comment portion of the agenda pertains to items NOT on the agenda and is limited to 30 minutes; 3 minutes allotted for each speaker. Pursuant to the Brown Act, no action may be taken by the Administrative Committee at this time; however, the Committee may refer your comments/concerns to staff or request that the item be placed on a future agenda.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact CONFIRE at (909) 356-2302. Notification 48 hours prior to the meeting will enable CONFIRE to make reasonable arrangements to ensure accessibility to this meeting. Later requests will be accommodated to the extent feasible.

A recess may be called at the discretion of the Administrative Committee.

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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.

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.

1. Approve the Joint Meeting of the CONFIRE Board of Directors and Administrative Committee Minutes of April 30, 2024
2. CONFIRE Operations Statement as of April 30, 2024
3. Fund Balance Report as of April 30, 2024
4. YTD Call Summary
5. YTD Answering Times
6. Billable Incidents
7. Call Processing Time Analysis - April 2024
8. EMD-ECNS Performance Standards - April 2024
9. Sole Source purchase for Peraton Inc. for CAD to CAD project
10. ICEMA ImageTrend Data Agreement
11. Interim Director Agreement
12. Contracts for Extra-Help Public Service Employees
13. Contract Extension - Mat Fratus Consulting

DIRECTOR REPORT

- a. Use of ICEMA contracted ambulances for Non-Emergent Transport ECNS calls
- b. Valley Dispatch Center Update
- c. Communications Director Update
- d. MIS Director Recruitment
- e. ECNS Financing/Staffing Update

COMMITTEE REPORTS

Liz Berry
Administrative Secretary I