



## **ADMINISTRATIVE COMMITTEE MEETING**

**TUESDAY, JANUARY 27, 2026 – 11:00 AM**

**598 S. TIPPECANOE AVE. 1ST FLOOR ASSEMBLY ROOM, SAN BERNARDINO, CA**

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### **AGENDA**

The CONFIRE Administrative Committee Meeting is scheduled for Tuesday, January 27, 2026, at the San Bernardino County Fire Headquarters located at 598 S. Tippecanoe Ave., 1st Floor Assembly Room, San Bernardino, 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 3 minutes 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. (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 Administrative Committee Minutes of December 16, 2025.
2. CONFIRE Operations Statement as of December 31, 2025.
3. Fund Balance Report as of December 31, 2025.
4. YTD Call Summary
5. YTD Answer Time
6. YTD Billable Incidents
7. Call Processing Time Analysis - December 2025
8. ECNS Report - December 2025
9. Amendment to Consultant Agreement - Mat Fratus Consulting
10. Consultant Agreement - Robert Half Inc.
11. NICE Telephony Upgrade - Purchase

## **NEW BUSINESS**

12. Call Processing - **DISCUSSION**

## **ROUND TABLE**

## **CLOSED SESSION**

13. Personnel Matter - Public Employment Government Code section 54957(b)(1): Title: Executive Director.
14. Review and update Existing Litigation - Government Code section 54956.9: AMR Lawsuit

## **ADJOURNMENT**

**Upcoming Meetings:**

Next Meeting: CONFIRE Joint Board of Directors and Administrative Committee Meeting,  
February 24, 2026, 1:00 p.m.

**POSTING:**

This is to certify that on January 22, 2026, I posted a copy of the agenda:

- 1743 Miro Way, Rialto, CA
- on the Center's website which is [www.confirer.org](http://www.confirer.org)
- 598 S. Tippecanoe St., San Bernardino, CA

/s/ Liz Berry

**Liz Berry**  
**Clerk of the Board**