



## ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, MAY 24, 2022 – 1:30 PM

TEAMS

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### AGENDA

The CONFIRE Administrative Committee Meeting is scheduled for Tuesday, May 24, 2022 via TEAMS.

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.

The Governor has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the "Coronavirus"). The Governor issued Executive Order N-25-20, which directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements. The Governor has also issued Executive Order N-33-20, prohibiting people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

The Public's health and well-being are the top priority for the Administrative Committee of CONFIRE and you are urged to take all appropriate health safety precautions. To facilitate this process, the meeting of the Committee will be available by web-based virtual meeting (TEAMS). Details for participation in the meeting are below:

### Microsoft Teams meeting

**Join on your computer or mobile app**

[Click here to join the meeting](#)

**Or call in (audio only)**

[+1 661-857-7048](tel:+16618577048),98421483# United States, Santa Clarita

Phone Conference ID: 984 214 83#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

Note: The meeting is being held solely by electronic means and will be made accessible to members of the public seeking to attend and to address the Committee solely through the link set forth above, except that members of the public seeking to attend and to address the Committee who required reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least twenty-four (24) hours in advance of a regular meeting to make arrangements for such reasonable accommodations. (For Special meetings, please request accommodations no less than 12 hours prior to the meeting.)

Liz Berry  
1743 Miro Way, Rialto, CA 92376  
909-356-2302  
[lberry@confire.org](mailto:lberry@confire.org)

## **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 Administrative Committee Minutes of April 7, 2022

2. Approve Administrative Committee Minutes of April 28, 2022
3. Approve Administrative Committee Special Meeting Minutes of May 12, 2022
4. 2022 YTD Call Summary
5. CONFIRE-Billable Incidents
6. 2022 YTD Answering Times
7. FY21-22 CONFIRE Operations Statement Ending 04-30-22  
FY21-22 Fund Balance Report Ending 04-30-22
8. Contract Renewals - Baker, Big Bear, Montclair and San Manuel
9. EMK Consultants Renewal
10. Matt Fratus Renewal
11. Messina Renewal
12. City of Redlands Liaison Renewal
13. Westnet Annual Maintenance

## **DIRECTOR REPORT**

## **COMMITTEE REPORTS**

- a. Support Committee Report/MIS Updates - Blessing Ugbo
- b. Ops Chief Committee Report - Chief Bruner
- c. CAD to CAD - Mike Bell

## **OLD BUSINESS**

## **NEW BUSINESS**

14. Officer Election - **Action Item**

CONFIRE Chair, Chief Armstrong, is leaving Victorville Fire Department necessitating Officer Elections.

Per CONFIRE By-Laws "He/She shall serve a one (1) year term as Chairperson/Vice-Chairperson and shall be elected to that position annually by the members of the Administrative Committee."

15. Acting Director Agreement - **Action Item**

16. Appointment of Chief Officer to assist Acting Director - **Discussion Item**

**ROUND TABLE**

**CLOSED SESSION**

17. Pursuant to California Government Code Section 54956.9(a) The Administrative Committee will meet in closed session to be briefed regarding (1) case of litigation Claim No. CIV SB 2129232 LISA SEGOVIA vs. COUNTY OF SAN BERNARDINO, CONSOLIDATED FIRE AGENCIES (CONFIRE)

**ADJOURNMENT**

**Upcoming Meetings:**

Next Regular Meeting: June 28, 2022 at 1:30 p.m.

**POSTING:**

This is to certify that on May 19, 2022, 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)

/s/ Liz Berry

**Liz Berry  
Administrative Secretary I**