



ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, SEPTEMBER 26, 2023 – 1:30 PM

LOMA LINDA-EOC 25541 BARTON RD, LOMA LINDA

AGENDA

The CONFIRE Administrative Committee Meeting is scheduled for Tuesday, September 26, 2023 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 Administrative Committee Minutes of September 13, 2023
2. FY2023-24 CONFIRE Operations Statement
3. Fund Balance Report as of August 31, 2023
4. 2023 YTD Call Summary
5. YTD Answering Times
6. Billable Incidents
7. Call Processing Time Analysis August 2023
8. EMD - ECNS Performance Standards - August 2023
9. Emergency Services Dispatchers of San Bernardino County Association MOU clean up.
10. CONFIRE/County of San Bernardino Services Agreement

DIRECTOR REPORT

- a. Staffing
- b. EMD
- c. ECNS
- d. County Clarification Project Update

COMMITTEE REPORTS

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

OLD BUSINESS

NEW BUSINESS

11. Approve Resolution No. 2023-05: Identifying the terms and conditions for CONFIRE personnel response, away from their official workstation and assigned to an emergency incident - **ACTION ITEM**
12. Administrative Committee Chairperson Recommendation Regarding a Search Committee for New Executive Director for CONFIRE - **ACTION ITEM**

ROUND TABLE

CLOSED SESSION

13. The Administrative Committee will meet in closed session to review and update anticipated Litigation - Significant exposure to litigation to Government Code section 4596.9(b): County Ambulance RFP.

ADJOURNMENT

Upcoming Meetings:

Next Regular Meeting: October 24, 2023 at 1:30 p.m.

POSTING:

This is to certify that on September 21, 2023, I posted a copy of the agenda:

- 1743 Miro Way, Rialto, CA
- on the Center’s website which is www.confirer.org
- 25541 Barton Rd., Loma Linda, CA

 /s/ Liz Berry

Liz Berry
Administrative Secretary I