



**JOINT MEETING OF THE CONFIRE BOARD OF DIRECTORS
AND
ADMINISTRATIVE COMMITTEE
TUESDAY, APRIL 30, 2024 – 1:00 PM
LOMA LINDA-EOC 25541 BARTON RD, LOMA LINDA**

AGENDA

The Joint Meeting of the CONFIRE Board of Directors and Administrative Committee is scheduled for Tuesday, April 30, 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 Board of Directors or Administrative Committee at this time; however, the Board/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 Board of Directors or Administrative Committee.

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OPENING

- a. Call to order
- b. Flag Salute

ROLL CALL - BOARD OF DIRECTORS

ROLL CALL - ADMINISTRATIVE COMMITTEE

PUBLIC COMMENT

An opportunity provided for persons in the audience to make brief statements to the Board of Directors and Administrative Committee. (Limited to 30 minutes; 3 minutes allotted for each speaker)

INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST

Agenda items may require 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.

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 February 28, 2024
2. CONFIRE Operations Statement as of March 31, 2024
3. Fund Balance Report as of March 31, 2024
4. YTD Call Summary
5. YTD Answer Times
6. Billable Incidents
7. Call Processing Time Analysis - March 2024
8. EMD-ECNS Performance Standards - March 2024

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

- a. Organizational Structure - ORG Chart
- b. Clerk of the Board Appointment
- c. Introduction of new Finance/Administration Director - Damian Parsons
- d. Search Committee Update - Chief Park
- e. Ground Ambulance Contract Update
- f. Valley Dispatch Center Update

NEW BUSINESS

9. FY 23/24 Fund Balance True Up - **ACTION ITEM**

10. Additional Position - Information Systems Analyst - III- **ACTION ITEM**

11. FY 24/25 Budget Adoption - **ACTION ITEM**

CLOSED SESSION

12. Personnel Matter - Public Employment Government Code section 54957(b)(1):
Title: Executive Director

13. Review and update anticipated Litigation - Significant exposure to litigation -
Government Code section 54956.9(d): AMR Lawsuit

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.

14. Approve the Administrative Committee Minutes of March 26, 2024

15. CONFIRE Operations Statement as of March 31, 2024

16. Fund Balance Report as of March 31, 2024

17. YTD Call Summary

18. YTD Answer Times

19. Billable Incidents

20. Call Processing Time Analysis - March 2024

21. EMD-ECNS Performance Standards - March 2024

22. Consultant Agreement - Viewpoint Advocacy

23. Ambulance Branding

24. Cyber Security Awareness Assessment Policy

25. Contract Renewals - Big Bear, Montclair, Needles, County Road Dept., Running Springs,
and San Manuel

26. Victorville Fire Department Administrative Committee Members

DIRECTOR REPORT

a. Staffing Update

