



ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, OCTOBER 25, 2022 – 1:30 PM

LOMA LINDA-EOC 25541 BARTON RD, LOMA LINDA

AGENDA

The CONFIRE Administrative Committee Meeting is scheduled for Tuesday, October 25, 2022 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, 2022
2. CONFIRE Financial Statements
FY2022-23 CONFIRE Operations Statement as of September 2022
FY2022-23 Fund Balance Report as of September 2022
3. 2022 YTD Call Summary
4. 2022 YTD Answering Times
5. CONFIRE - Billable Incidents

DIRECTOR REPORT

6. Staffing Situation Update
-Emergency Measures - Discussion

COMMITTEE REPORTS

- a. Support Committee Report/MIS Updates - Blessing Ugbo
-Image Trends Update
-GIS Presentation

- b. Ops Chief Committee Report - Chief Bruner
- c. CAD to CAD

OLD BUSINESS

- 7. Assistant Director of Communications Job Classification - **Action Item**

ACTION REQUEST: Approve job classification for a proposed Assistant manager position, including salary range and associated adjustment to Director salary.

NEW BUSINESS

- 8. FY 22-23 REMSA Renewal Contract - **Action Item**

ACTION REQUEST: Approve FY 22-23 REMSA Renewal Contract as presented.

- 9. San Bernardino County Response Treatment and Transport Committee (RTT) Update - Mat Fratus and Harris Koenig - **Action Item**

ACTION REQUEST: Approve use of data by RTT as presented.

- 10. Interim Director Transition - **Action Item**

ACTION REQUEST: Approve Interim Director Transition as presented.

- 11. November and December meeting dates - Discussion

ROUND TABLE

CLOSED SESSION

Conference with Legal Counsel - Anticipated Litigation: Significant exposure to litigation pursuant to Government Code section 54956- 9(b): One potential case.

Conference with Legal Counsel - Existing Litigation

Pursuant to Government Code section 54956.9(a), the Administrative Committee will meet in closed session to receive an update on litigation to which CONFIRE is a part. (PERB Case No. LA-CE-1561-M)

ADJOURNMENT

Upcoming Meetings:

Next Regular Meeting: November 15, 2022 at 1:30 p.m.

