



## **ADMINISTRATIVE COMMITTEE MEETING**

**TUESDAY, JANUARY 23, 2024 – 1:30 PM**

**LOMA LINDA-EOC 25541 BARTON RD, LOMA LINDA**

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### **AGENDA**

The CONFIRE Administrative Committee Meeting is scheduled for Tuesday, January 23, 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 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 November 28, 2023
2. Approve Special Administrative Committee Minutes of November 30, 2023
3. Approve Special Administrative Committee Minutes of December 11, 2023
4. Approve Special Administrative Committee Minutes of January 9, 2024
5. CONFIRE Operations Statement as of December 31, 2023
6. Fund Balance Report as of December 31, 2023
7. 2023 YTD Call Summary
8. YTD Answering Times
9. Billable Incidents 2023
10. Call Processing Time Analysis - December 2023
11. EMD - ECNS Performance Standards - December 2023

### **DIRECTOR REPORT**

- a. Dispatch Standards Working Group
- b. Surge Ambulance Update/ICEMA Agreement
- c. Implementation Team Update
- d. Staffing Update
- e. Re-Org Staffing Update
- f. Search Committee Update
- g. CONFIRE Foundation (non-profit)
- h. Branding/Logo Update

### **COMMITTEE REPORTS**

