



ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, JANUARY 25, 2022 – 1:30 PM

TEAMS

MINUTES

ROLL CALL

ADMINISTRATIVE COMMITTEE MEMBERS:

Chief Dan Munsey/Acting Chairperson, San Bernardino County Fire

Chief Ken Harrison, Apple Valley Fire Protection District – *Arrived at 1:45 p.m.*

Chief Dave Williams, Chino Valley Fire District

Chief Henry Perez, Colton Fire Department - *Absent*

Chief Dan Harker, Loma Linda Fire Department

Chief Mike McCliman, Rancho Cucamonga Fire Department

Chief Rich Sessler, Redlands Fire Department – *Arrived at 1:50 p.m.*

Chief Brian Park, Rialto Fire Department

Chief Jeff Armstrong, Victorville Fire Department

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.

No conflicts were announced.

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 October 26, 2021
2. Approve Administrative Committee Planning Meeting Minutes of November 16, 2021
3. CONFIRE Operations Statement as of December 31, 2021
CONFIRE Fund Balance Report as of December 31, 2021

4. 2020-2021 Call Summary
5. 2021 PSAP Answer Time
6. 2021 Billable Incidents

Motion to accept all items on Consent.

*Motion by: Chief Brian Park (1)
Second by: Chief Jeff Armstrong (1)
Chief Dan Munsey (4)-Yes
Chief Ken Harrison (1)-Absent
Chief Dave Williams (1)- Yes
Chief Henry Perez (1) - Absent
Chief Dan Harker (1) - Yes
Chief Mike McCliman (1) - Yes
Chief Rich Sessler (1) – Absent
Yes-9
No-0
Absent-3*

Motion Passed

DIRECTOR REPORT

7. Call Processing Report – **Discussion Item**
8. Emergency Communications Nurse System Update – **Action Item**
In December of 2020 the San Bernardino County region was heavily impacted by COVID 19, resulting in an acceleration of the ECNS project. CARES Act monies were authorized for the ECNS project, which funded the REMSA agreement through December 31, 2021. Discussions have been on-going with regional payors which is believed to be a solution to the sustainability of the ECNS program, but no commitments have been established. On December 10, 2020 the CONFIRE Board of Directors approved a fund balance transfer of \$250,000 into the general reserve fund 5010 to be utilized for EMD optimization projects specific to ECNS. CONFIRE petitioned the San Bernardino County Board of Supervisors for American Rescue Plan monies to implement a full-time program, using CONFIRE employees, as outline in the budget in the adopted business plan. The item will be brought before the San Bernardino County Board of Supervisors at the February 8th, 2022 meeting.

CONFIRE has been exploring all options to fund startup costs, including staffing, which will be incurred beyond 2021 but no funding source has been secured to date.

Motion to approve three months of operating expenses to continue the contractual agreement with Regional Emergency Medical Services Agency (REMSA) for the Emergency Communications Nurse System (ECNS). Funds will come from general

reserve fund 5010 which the CONFIRE Board of Directors approved \$250,000 for EMD optimization projects specific to ECNS on December 10, 2020.

Motion by: Chief Dave Williams (1)

Second by: Chief Dan Munsey (4)

Chief Ken Harrison (1)-Yes

Chief Henry Perez (1) - Absent

Chief Dan Harker (1) - Yes

Chief Mike McCliman (1) - Yes

Chief Rich Sessler (1) – Absent

Chief Brian Park (1)- Yes

Chief Jeff Armstrong (1)-Yes

Yes-10

No-0

Absent-2

Motion Passed

9. Valley Communications Center – **Discussion Item**

CONFIRE contracted CTA Consultants LLC (CTA) to assess the need/justification for redundant dispatch operations and to perform an analysis on alternatives to improve the current dispatch facility in Rialto. CTA's Alternative Analysis Report was presented to the CONFIRE Administrative Chiefs for review. After discussion the Chiefs requested the sub committee review all findings and report their recommendation to the Administrative Committee on February 22nd.

COMMITTEE REPORTS

a. Support Committee Report/MIS Updates - Blessing Ugbo

CONFIRE MIS is exploring the standardization and functionalities of ImageTrend and FirstWatch software. Upon initial assessment several modules show no utilization and could offer substantial savings if discontinued. The Chiefs requested a committee of current users be assembled to identify each agencies needs before discontinuing any modules. This committee is to report their findings at the February 22nd meeting.

b. Ops Chief Committee Report - Chief Bruner

The Ops Chief Committee has been discussing the Command Center Concept. Current items being worked thru:

- *Can it be done with one Chief for all Agencies?*
- *If not identify trigger points when an OPS Chief would respond to the center (weather, CAD incidents, multiple alarm fires)*
- *Create a rotation schedule*
- *If immediate need arises, does the closest OPS Chief report?*
- *Cost analysis*

c. CAD to CAD – Mike Bell

- *AMR – San Bernardino end of Q2 possibly June/July*
- *Chino PD – Go live scheduled for March 2, 2022*
- *Riverside County Fire – Project kick-off December 2021*
- *Murrieta – Project kick-off December 2021*
- *Ontario – May 1, 2022 go live scheduled*

Pending projects:

- *Corona – on hold*
- *Cal Fire – San Bernardino, agreement pending before project can commence*
- *AMR – Riverside, standing by for other FD's*
- *Riverside City, standing by for AMR*

Potential Projects:

- *CHP demo scheduled for 2/7/2022*
- *Irwin/IROC Teams discussing feasibility*
- *Southwest Gas demo scheduled for 2/9/22*
- *Barstow FD reaching out to Chief*

OLD BUSINESS

NEW BUSINESS

10. Officer Elections – **Action Item**

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.”

Motion to elect Chief Jeff Armstrong to a 1-year term as Chairperson and Chief Dan Harker to a 1-year term as Vice-Chairperson.

Motion by: Chief Dave Williams (1)

Second by: Chief Dan Munsey (4)

Chief Ken Harrison (1)-Yes

Chief Henry Perez (1) -Absent

Chief Dan Harker (1) -Yes

Chief Mike McCliman (1) -Yes

Chief Rich Sessler (1) –Absent

Chief Brian Park (1)-Yes

Chief Jeff Armstrong (1)-Yes

Yes-10

No-0

Absent-2

Motion Passed

11. Valley Communications Center Sub-Committee – **Action Item**
The current sub-committee consists of Chief Park and Chief Munsey. Recommend adding Chief Harker as a third member.

Motion to add Chief Harker as the third member of the Valley Communications Center Sub-Committee.

Motion by: Chief Brian Park (1)

Second by: Chief Dave Williams (1)

Chief Dan Munsey (4)-Yes

Chief Ken Harrison (1)-Yes

Chief Henry Perez (1) -Absent

Chief Dan Harker (1) -Yes

Chief Mike McCliman (1) - Yes

Chief Rich Sessler (1) –Yes

Chief Jeff Armstrong (1)-Yes

Yes-11

No-0

Absent-1

Motion Passed

12. BLS ambulances on Alpha and Omega Call Types – **Discussion Item**

ROUND TABLE

CLOSED SESSION

13. 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)

14. Communication Workers of America-Emergency Services Unit MOU negotiations.

ADJOURNMENT

Motion to adjourn the CONFIRE Administrative Committee Meeting

Motion by Chief Brian Park

Second by Chief Jeff Armstrong

The meeting adjourned at 1615.

Upcoming Meetings:

Next Regular Meeting: February 22, 2022, at 1:30 p.m. Location to be determined.

/s/ Liz Berry
Liz Berry
Administrative Secretary I