



## ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, SEPTEMBER 13, 2022 – 10:00 AM

TEAMS

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### MINUTES

#### ROLL CALL

##### **ADMINISTRATIVE COMMITTEE MEMBERS:**

Chief Jeff Gillette for Chief Dan Harker/Chairperson, Loma Linda Fire Department

Chief Rich Sessler/Vice-Chairperson, Redlands Fire Department

Chief Buddy Peratt, Apple Valley Fire Protection District

Chief Dave Williams, Chino Valley Fire District

Chief Tim McHargue, Colton Fire Department

Chief Mike McCliman, Rancho Cucamonga Fire Department

Chief Brian Park, Rialto Fire Department

Chief Dan Munsey, San Bernardino County Fire - *Absent*

Chief Brian Fallon, Victorville Fire Department - *Absent*

#### 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 August 23, 2022

*Motion to accept all items on Consent*

*Motion by: Chief Mike McCliman*

*Second by: Chief Tim McHargue*

*Chief Jeff Gillette (1) - Yes*

*Chief Rich Sessler (1) - Yes*

*Chief Buddy Peratt (1) - Yes*

*Chief Dave Williams (1) - Yes*

*Chief Brian Park (1) - Yes*

*Chief Dan Munsey (4) - Absent*

*Chief Brian Fallon (1) - Absent*

*Yes- 7*

*No- 0*

*Abstain- 0*

*Absent- 5*

## **DIRECTOR REPORT**

*Introduction of new Assistant Director Alisha Johnson.*

### **2. Staffing Situation Update**

- 5 new employees starting Sept. 24th.*
- HR is promising a more streamlined process for hiring.*
- Labor negotiations are near completion.*

## **COMMITTEE REPORTS**

### **a. Support Committee Report/MIS Updates - Blessing Ugbo**

*-Image Trends Project Update – Blessing Ugbo/Brian Nickels*

- Continuing to evaluate the feasibility of migrating over to Image Trends*
- Benefits: the ability to own and manage agencies data, forms that can be modified, included cybersecurity and 24/7 support.*

*A detailed staff report will be presented at the October Admin. Chiefs Meeting.*

### **b. Ops Chief Committee Report – Chief Bruner**

*Chief Bruner is out on a strike team, Chief Nathan Cook reported 3 activations of the ECC System which is working well.*

### **c. CAD to CAD – Mike Bell**

- Go live for Cal Fire Riverside pushed back 1 week to 9/21.*
- Riverside Fire and CONFIRE go live 9/21.*

## **OLD BUSINESS**

### **3. Ambulance RFP Update**

-Governance Sub-Committee Report

*Policy on how to govern the EMS Division completed. The committee continues to meet weekly.*

-Approve Admin Committee Policy 6.002: EMS Division Subsidiary Committee –  
**ACTION ITEM**

*Motion to approve Admin. Committee policy 6.002: EMS Division Subsidiary Committee.*

*Motion by: Chief Tim McHargue*

*Second by: Chief Mike McCliman*

*Chief Dan Harker (1) - Yes*

*Chief Rich Sessler (1) - Yes*

*Chief Buddy Peratt (1) - Yes*

*Chief Dave Williams (1) - Yes*

*Chief Brian Park (1) - Yes*

*Chief Dan Munsey (4) - Absent*

*Chief Brian Fallon (1) - Absent*

*Yes- 7*

*No- 0*

*Abstain- 0*

*Absent- 5*

-Approve City of Ontario and City of Yucaipa as a Contract Agency for Participant on the EMS Division Subsidiary Committee, pending Board approval of Yucaipa participation as a CONFIRE Contract Agency (Sept. 15). Approval conditioned upon the eventual adoption of contractual agreements between: CONFIRE and Ontario and CONFIRE and Yucaipa – **ACTION ITEM**

*Motion to approve City of Ontario and City of Yucaipa as a Contract Agency for Participant on the EMS Division Subsidiary Committee, pending Board approval of Yucaipa participation as a CONFIRE Contract Agency (Sept. 15). Approval conditioned upon the eventual adoption of contractual agreements between: CONFIRE and Ontario and CONFIRE and Yucaipa.*

*Motion by: Chief Dave Williams*

*Second by: Chief Tim McHargue*

*Chief Dan Harker (1) - Yes*

*Chief Rich Sessler (1) - Yes*

*Chief Buddy Peratt (1) - Yes*

*Chief Mike McCliman (1) - Yes*

*Chief Brian Park (1) - Yes*

*Chief Dan Munsey (4) - Absent*  
*Chief Brian Fallon (1) - Absent*  
*Yes- 7*  
*No- 0*  
*Abstain- 0*  
*Absent- 5*

**NEW BUSINESS**

**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

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)

**ADJOURNMENT**

*Motion to adjourn the CONFIRE Administrative Committee Meeting*

*The meeting adjourned at 11:13.*

**Upcoming Meetings:**

Next Regular Meeting: October 25, 2022, at 1:30 p.m.

    /s/ Liz Berry

**Liz Berry**

**Administrative Secretary I**