



ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, JUNE 22, 2021 – 1:30 PM

ZOOM

MINUTES

ROLL CALL

ADMINISTRATIVE COMMITTEE MEMBERS:

Chief Tim McHargue/Chairperson, Colton Fire-*Absent*
Chief Ivan Rojer/Vice-Chairperson, Rancho Cucamonga Fire
Chief Ken Harrison, Apple Valley Fire Protection District
Chief Tim Shackelford, Chino Independent Fire District
Chief Dan Harker, Loma Linda Fire
Chief Jim Topoleski, Redlands Fire
Chief Brian Park, Rialto Fire
Chief Bertral Washington, San Bernardino County Fire
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 May 25, 2021
2. Financial Statements thru May 31, 2021
3. PSAP Answer Time YTD 2021
4. Call Summary YTD 2021

5. Mat Fratus Consulting Agreement
6. EMK Consultants Agreement
7. Jon Purcell Consulting Agreement – IEPSOP
8. AMR IE PSOP MOU and CAD to CAD Service Agreement

Motion to accept all items on Consent.

Motion by: Chief Brian Park (1)

Second by: Chief Jeff Armstrong (1)

Chief Tim McHargue (1)-Absent

Chief Ivan Rojer (1)-Yes

Chief Ken Harrison (1)-Yes

Chief Tim Shackelford (1) -Yes

Chief Dan Harker (1) -Yes

Chief Jim Topoleski (1) -Yes

Chief Bertral Washington (4) -Yes

11-Yes

1-Absent

Motion Passed

DIRECTOR REPORT

- a. Call Processing
 - Auto Dispatch Delta/Echo call types (June 7, 2021)
 - Quick Launch (June 7, 2020)
- b. ECNS Public Outreach
 - SB COG Funding
 - Community Vital Signs Steering Committee (June 21, 2021)
 - SB County Police Chiefs (July 8, 2021)
- c. Valley Communications Center

COMMITTEE REPORTS

- a. Support Committee Report/IMS Updates - Blessing Ugbo
Presentation on Mobile Device Management (MDM). CONFIRE will use MDM to protect the sensitive data on mobile devices being used for business. This is done by supporting mobile devices remotely, keeping applications & data secure and actively monitoring for Malware and vulnerabilities.

Motion to approve enrollment of all mobile devices purchased through CONFIRE on the Apple DEP and VMware Workspace One (MDM) with no exceptions. There is no cost involved.

Motion by: Chief Bertral Washington (4)

Second by: Chief Dan Harker (1)

Chief Tim McHargue (1)-Absent
Chief Ivan Rojer (1)-Yes
Chief Ken Harrison (1)-Yes
Chief Tim Shackelford (1) -Yes
Chief Jim Topoleski (1) -Yes
Chief Brian Park (1) - Yes
Chief Jeff Armstrong (1) -Yes
11-Yes
1-Absent

Motion Passed

b. Ops Chief Committee Report - Chief Bruner

Chief Bruner LOM and Chief Cisneros RIA will be working in the dispatch center July 3rd and 4th. A questionnaire was sent to OPS Chiefs regarding response plans and decision-making triggers to help make decisions on each agency's behalf on those 2 days.

c. CAD to CAD - Chief Rojer

AMR is on board as a member agency, CAL FIRE Riverside goes to their Board of Supervisors today for approval. Corona is delayed due to their CAD vendor, CAL FIRE San Bernardino has determined they cannot sign MOU due to indemnification language, there is a meeting with legal to determine the next steps and possibly removing indemnification altogether. We are currently waiting for signatures from Chino PD, internal approval has been given. We have had good demos with CHP, Mercy Air and Edison, all are interested in the platform at various levels.

OLD BUSINESS

9. Administrative Committee Policies – **ACTION ITEM**

Motion to approve the Administrative Committee Policies as presented except for policy 3.001, which requires further dialogue.

Motion by: Chief Tim Shackelford (1)

Second by: Chief Brian Park (1)

Chief Tim McHargue (1)-Absent

Chief Ivan Rojer (1) -Yes

Chief Ken Harrison (1) - Yes

Chief Dan Harker (1) -Yes

Chief Jim Topoleski (1) -Yes

Chief Bertral Washington (4)-Yes

Chief Jeff Armstrong (1) - Yes

11-Yes

1-Absent

Motion Passed

NEW BUSINESS

10. Executive Order 08-21 In Person Meetings – **ACTION ITEM**

On June 11, 2021, Governor Gavin Newsom issued Executive Order 08-21. A portion of the Order withdrew a provision of a prior executive order (Executive Order 29-20) allowing school districts and other public agencies to hold their meetings remotely by teleconference/videoconference, rather than in person as would typically be required by the Brown Act.

The Order set September 30, 2021 as the last day on which remote meetings may be held. After this date, the Order will expire, and meetings must be open to the public as they were before the pandemic began.

After discussion, the Chiefs agreed to meet exclusively in person starting with the July 27, 2021 meeting.

ROUND TABLE

CLOSED SESSION

-Pending Personnel Matter

ADJOURNMENT

Motion to adjourn the CONFIRE Administrative Committee Meeting

The meeting adjourned at 1432.

Upcoming Meetings:

Next Regular Meeting: July 27, 2021 at 1:30 p.m. Loma Linda Community Room 25541 Barton Rd., Loma Linda.

 /s/ Liz Berry

Liz Berry

Administrative Secretary I