



**JOINT MEETING OF THE CONFIRE BOARD OF DIRECTORS  
AND  
ADMINISTRATIVE COMMITTEE  
TUESDAY, SEPTEMBER 24, 2024 – 1:30 P.M.  
LOMA LINDA-EOC, 25541 BARTON RD., LOMA LINDA**

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**MINUTES**

**ROLL CALL**

**BOARD OF DIRECTORS:**

Chair – Lynne Kennedy, Mayor Pro Tem – City of Rancho Cucamonga  
Vice Chair – Phill Dupper, Mayor – City of Loma Linda  
Dan Leary, Board President – Apple Valley Fire Protection District  
Mike Kreeger, Board Member – Chino Valley Independent Fire District  
John Echevarria, Council Member – City of Colton  
Denise Davis, Council Member – City of Redlands  
Andy Carrizales, Mayor Pro Tem – City of Rialto - *Absent*  
Joe Baca, Jr., 5th District Supervisor – San Bernardino County  
Elizabeth Becerra, Mayor – City of Victorville - *Absent*

**ADMINISTRATIVE COMMITTEE MEMBERS:**

Chair – Chief Dan Harker, Loma Linda Fire Department  
Deputy Chief Reggie Brown, Redlands Fire Department  
Chief Buddy Peratt, Apple Valley Fire Protection District  
Chief Dave Williams, Chino Valley Fire District  
Chief Ray Bruno, Colton Fire Department  
Chief Mike McCliman, Rancho Cucamonga Fire Department  
Chief Brian Park, Rialto Fire Department  
Chief Bertral Washington, San Bernardino County Fire  
Chief Bobby Clemmer, 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 Board of Directors and Administrative Committee. (Limited to 30 minutes; 3 minutes allotted for each speaker)

## **INFORMATION RELATIVE TO POSSIBLE CONFLICT OF INTEREST**

Agenda items may require Board Member abstentions due to conflict of interests and financial interests. Board Member/Administrative Committee abstentions shall be stated under this item for recordation on the appropriate item.

*No conflicts were announced.*

## **BOARD OF DIRECTORS CONSENT ITEMS**

The following items are considered routine and non-controversial and will be voted upon at one time by the Board of Directors. An item may be removed by a Board Member or member of the public for discussion and appropriate action.

1. Approve the Joint Meeting of the CONFIRE Board of Directors and Administrative Committee Minutes of April 20, 2024
2. CONFIRE Operations Statement as of August 31, 2024
3. FY2024-25 EMS Fund (5020)
4. Fund Balance Report as of August 31, 2024
5. YTD Call Summary
6. YTD Answer Times
7. Billable Incidents
8. Call Processing Time Analysis - August 2024
9. ECNS Analysis August 2024

**ACTION REQUEST:** The Administrative Committee requests the Board accept and approve consent items 1 thru 9.

**ACTION:** *The CONFIRE Board of Directors accepts and approves consent items 1 thru 9.*

**Motion by:** *Joe Baca Jr.*

**Second:** *Phill Dupper*

*Lynne Kennedy – Yes*

*Phil Dupper - Yes*

*Dan Leary – Yes*

*Mike Kreeger - Yes*

*John Echevarria – Yes*

*Denise Davis – Yes*

*Andy Carrizales – Absent*

*Joe Baca, Jr. - Yes*

*Elizabeth Becerra - Absent*

**Ayes:** *7*

**Noes:** *0*

**Abstain:** *0*

**Absent:** *2*

**Motion Approved**

## CLOSED SESSION

*\*The Board of Directors and Administrative Committee entered Closed Session at 1:34 p.m.*

10. Review and update anticipated Litigation – Significant exposure to litigation to Government Code section 54956.9(b): AMR Lawsuit
11. Personnel Matter – Public Employment Government Code section 54957(b)(1): Title: Executive Director

*\*The Board of Directors and Administrative Committee came out of Closed Session at 2:41 p.m.*

*No reportable action from Closed Session.*

**DIRECTOR UPDATE** – CONFIRE Director to give an update on the various activities within CONFIRE.

- *ICEMA called for a CONFIRE strike team to report to the Line Fire to evacuate Big Bear Hospital. This was a historic event; 1<sup>st</sup> time in the County's history that all agencies came together using combined resources for the protection of the public.*
- *Introduction of Communications Director Henry Perez to the Board of Directors.*

## NEW BUSINESS

12. Valley Communications Center Lease Agreement – **ACTION ITEM**

*The CONFIRE Board of Directors tabled this topic, no action was taken.*

## ADMINISTRATIVE COMMITTEE 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.

13. Approve Administrative Committee Minutes of August 27, 2024
14. Approve the Special Administrative Committee Minutes of September 10, 2024
15. CONFIRE Operations Statement as of August 31, 2024
16. FY2024-25 EMS Fund (5020)
17. Fund Balance Report as of August 31, 2024
18. YTD Call Summary

19. YTD Answering Times
20. Billable Incidents
21. Call Processing Time Analysis – August 2024
22. ECNS Report August 2024
23. MOU DMSU Vehicle
24. BDC Ambulance Agreement – **ACCEPT AND FILE**

*Motion to accept all items on Consent.*

**Motion by:** *Chief Mike McCliman*

**Second:** *Chief Dave Williams*

**Ayes:** 9

**No:** 0

**Abstain:** 0

**Absent:** 0

## **DIRECTOR REPORT**

- a. Communications Division Update
  - *Communications Director Henry Perez commended the CONFIRE workforce for exceptional service during the recent fire incidents.*
  - *Discussed the progress of new staff training.*
- b. Finance/Admin. Division Update
  - *Introduction of Nicole Vasquez, CONFIRE's new HR Generalist.*
- c. MIS Division Update
  - *MIS continues to work with vendors that are supporting the Ambulance Contract.*
- d. EMS Division Update
  - *Emphasis of Priority's commitment to CONFIRE and the employees hired.*

## **COMMITTEE REPORTS**

- a. CAD to CAD – Ontario Fire Go Live
  - *CAD to CAD with Ontario Fire went live September 24, 2024.*

## **SUBSIDIARY COMMITTEE REPORTS**

- a. EMS Sub-Committee Update – Chief Barna
  - *Approved Policies and Procedures required under the Ambulance Contract.*
  - *Committee continues to work on additional policies.*

## NEW BUSINESS

### 25. Creation of Fire/Rescue Program – **ACTION ITEM**

*The CONFIRE Administrative Committee tabled this topic, no action was taken.*

### 26. Chino Valley Interim Director Agreement – **ACTION ITEM**

*Approve Amendment No. 2 to the Interim Director agreement with Chino Valley Independent Fire District, extending the term to December 31, 2024.*

*Adequate appropriation has been included in the approved 2024-25 budget. The total is not to exceed \$65,608 and is being funded by salary savings from budgeted vacancies in Fund 5008.*

***Motion to Approve Amendment No. 2 to the Interim Director agreement with Chino Valley Independent Fire District, extending the term to December 31, 2024.***

**Motion by:** *Chief Brian Park*

**Second:** *Chief Buddy Peratt*

**Ayes:** *9*

**No:** *0*

**Abstain:** *0*

**Absent:** *0*

## ROUND TABLE

*The Administrative Committee expressed gratitude to Chief Serna and all agencies for their combined efforts during the recent wildfire activity.*

## CLOSED SESSION

*\*The Administrative Committee entered Closed Session at 3:17 p.m.*

27. Review and update anticipated Litigation – Significant exposure to litigation to Government Code section 45956.9(d): AMR Lawsuit

28. Personnel Matter – Public Employment Government Code section 54957(b):  
Title: Executive Director

*\*The Administrative Committee came out of Closed Session at 4:17 p.m.*

*No reportable action from Closed Session.*

## **ADJOURNMENT**

*Motion to adjourn the Joint Meeting of the CONFIRE Board of Directors and Administrative Committee.*

*The meeting adjourned at 4:18 p.m.*

**Upcoming Meetings:** CONFIRE Board of Directors - to be determined.  
CONFIRE Administrative Committee – October 22, 2024.

    /s/ Liz Berry      
**Liz Berry**  
**Clerk of the Board**