ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, OCTOBER 27, 2026 – 1:00 PM

LOMA LINDA EOC - 25541 BARTON RD., LOMA LINDA

MINUTES

ROLL CALL

ADMINISTRATIVE COMMITTEE MEMBERS:
Chief Buddy Peratt, Apple Valley Fire Protection District
Chief Dave Williams, Chino Valley Fire District
D.C. Jonathan Boggs, Colton Fire Department
Chief Dan Harker/**Chair**, Loma Linda Fire Department
B.C. Michael Leal, Rancho Cucamonga Fire Department
Chief Rich Sessler/**Vice Chair**, Redlands Fire Department
Chief Chris Jensen, Rialto Fire Department - *Absent*
Chief Bertral Washington, San Bernardino County Fire
D.C. Andrew Roach, 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 3 minutes for each speaker)
No statements were made.

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 the Joint Meeting of the CONFIRE Board of Directors and Administrative Committee Minutes of Sept. 22, 2026.
2. Approve the Joint Meeting of the CONFIRE EMS Division Subsidiary and Administrative Committee Minutes of October 13, 2026.
3. CONFIRE Operations Statement as of September 30, 2026.
4. Fund Balance Report as of September 30, 2026.
5. YTD Call Summary
6. YTD Answer Time
7. YTD Billable Incidents
8. Call Processing Time Analysis – September 2026
9. ECNS Report – September 2026
10. Amendment No. 3 to Independent Contractor Agreement – Wittman Enterprises, LLC
11. Application for the California Fire Foundation Proposition 4 and Firefighter Safety Grant Program

Motion to accept all items on Consent.

Motion by: Chief Washington
Second by: Chief Peratt
Yes – 8
No - 0
Abstain –0
Absent – 1, Chief Jensen - Rialto Fire Department

EMPLOYEE RECOGNITION

- ***Special Recognition:*** *The Committee recognized Dean Smith for his dedicated service and commitment to CONFIRE.*
- ***New Employee Introductions****: The following new personnel were introduced and welcomed to the organization:*
  - *Jason Ha -MIS Division, ISA III-Data Base Administration*
  - *Matt Topoleski – Finance Division, Logistics Technician*
  - *Justice Montgomery – Finance Division, Management Analyst*
  - *Jonathan Gutierrez – Finance Division, Management Analyst*
  - *Amanda Garcia – PIO Support, Stakeholder Relations*

DIRECTOR REPORT

a. Communications Division Update – Cory Cisneros
- *Reported that the Dispatch Division is navigating a challenging period, noting that Interfacility Transport (IFT) operations have significantly impacted staffing levels.*
- *Commended the dispatch staff for proving their capabilities daily, overcoming operational obstacles, and continuously improving processes.*

b. Finance/Admin. Division Update – Damian Parsons

- *Announced the kickoff of the Fiscal Year 2027-2028 budget preparation.*
- *Highlighted the launch of the Euna budget book platform.*
- *Noted ongoing efforts regarding organizational restructuring, contracts, and partnerships.*
- *Announced the launch of the online system for standby ambulances.*
- *Confirmed that negotiations continue regarding the Miro Way property.*

c. MIS Division Update – Renan Mamaril

- *Reported continued progress on 911 system capacity and ongoing build-outs at the VCC to prepare for future operations.*
- *Provided a status update on the Desert circuit design and testing, with an estimated completion date in November.*
- *Confirmed that a physical build-out is underway at the VCC to accommodate IFT and ECNS nurse employees.*

d. EMS Division Update – Josh Stapleton

- *Reported that the system has been live for four weeks, managing more than 1,500 calls.*
- *Noted that the temporary surge/reserve ambulance request has provided pivotal stability and will remain active until November 3rd.*
- *Addressed ongoing technical integrations with Marvelous and Tablet Command, as well as service delivery optimization efforts with Symbiosis.*
- *Expressed gratitude to the partner agencies that upstaffed ambulances during this implementation window. Confirmed that CONFIRE will work on financial reimbursements where applicable to make those agencies whole.*
- *Announced that ECNS is now officially live with Ontario Fire.*

ROUND TABLE

- ***Staffing Trends:*** *Chief Peratt inquired about losing personnel to AMR. Joe Barna clarified that those individuals had relocated to distant operational areas, and CONFIRE is currently observing a counter-trend of field employees returning to the agency.*
- ***Workforce Pipeline:*** *Chief Williams inquired about the origins of the 100 field employees slated to join CONFIRE. Management confirmed that staff will continue partnering with local colleges to educate, train, and recruit interested candidates.*
- ***Personnel Relations:*** *Discussions are underway regarding a formal recognition program designed to strengthen professional relationships between member agencies and field ambulance crews.*
- ***Agency Commendation:*** *Chief Ault extended praise to CONFIRE management and staff for their intensive workload and execution.*

- ***Retirement Announcement:*** *Chair Dan Harker formally announced his retirement from the Loma Linda Fire Department, effective at the end of December 2026.*

CLOSED SESSION

**The Administrative Committee entered Closed Session at 1:41 p.m. to discuss the following agenized items:*

12. Review and update Existing Litigation – Government Code section § 54956.9: *AMR Lawsuit*

13. Conference with Legal Counsel – Anticipated Litigation – Significant Exposure to Litigation pursuant to Government Code section 54956.9(d): *One potential Case*

14. Conference with Legal Counsel – Liability Claims – Government Code Section § 54956.95
    -*Claimant:* Teresa Nielsen
    -*Agency Claim against*: CONFIRE JPA
    -*Subject*: Workers' compensation compromise and release settlement

15. Labor Negotiations – Conference with Labor Negotiators – Gov. Code § 54957.6

****The Administrative Committee reconvened in Open Session at 2:20 p.m.***

Reportable Action from Closed Session:

- ***Regarding Item #14 (Liability Claim):***

  Action: *The Administrative Committee voted to recommend approval of the workers' compensation compromise and release settlement terms as presented.*

  Motion by: Chief Peratt
  Second by: Chief Williams
  Yes – 8
  No - 0
  Abstain –0
  Absent – 1, Chief Jensen - Rialto Fire Department

- ***Regarding Item #15 (Labor Negotiations):***

  Action: No reportable action was taken. *The administrative Committee provided direction to its labor negotiators.*

ADJOURNMENT

Motion to adjourn the CONFIRE Administrative Committee Meeting

The meeting adjourned at 2:49 p.m.

Upcoming Meetings:

Next Regular Meeting: November 17, 2026, at 1:00 p.m.

/s/ Liz Berry

Liz Berry
Clerk of the Board