



SPECIAL ADMINISTRATIVE COMMITTEE MEETING

TUESDAY, SEPTEMBER 10, 2024 – 11:00 AM

LOMA LINDA-EOC 25541 BARTON RD, LOMA LINDA

AGENDA

The CONFIRE Special Administrative Committee Meeting is scheduled for Tuesday, September 10, 2024 in the Loma Linda Fire Department Emergency Operations Center, 25541 Barton Road, Loma Linda, California.

Reports and Documents relating to each agenda item are on file at CONFIRE and are available for public inspection during normal business hours.

The Public Comment portion of the agenda pertains to items NOT on the agenda and is limited to 30 minutes; 3 minutes allotted for each speaker. Pursuant to the Brown Act, no action may be taken by the Administrative Committee at this time; however, the Committee may refer your comments/concerns to staff or request that the item be placed on a future agenda.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact CONFIRE at (909) 356-2302. Notification 48 hours prior to the meeting will enable CONFIRE to make reasonable arrangements to ensure accessibility to this meeting. Later requests will be accommodated to the extent feasible.

A recess may be called at the discretion of the Administrative Committee.

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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

**CONFIRE****STAFF REPORT****DATE: September 10, 2024****FROM: Nathan Cooke
Interim Director****TO: Administrative Committee**

SUBJECT: EMS Division Agreements Approval and Signature Authority

Recommendation

It is recommended that the CONFIRE Administrative Committee authorize the Interim Director to pre-approve and sign any and all agreements related to the County Ground Ambulance Contract 23-1282 between September 10, 2024, and December 31, 2024.

Furthermore, all agreements executed and approved under this action shall be brought forth to the Administrative Committee at the following regularly scheduled meeting, for an accept and file action.

Background Information

The County of San Bernadino awarded CONFIRE the Ground Ambulance contract on December 5, 2024. On October 1, 2024, CONFIRE will assume the Ground Ambulance contract.

In an effort to meet the contract's requirements and benchmarks, CONFIRE staff and the Administrative Committee have previously approved numerous agreements with various allied agencies, consultants, vendors, and contractors.

With October 1 rapidly approaching, CONFIRE staff continues to come across numerous unforeseen agreements related to the ambulance contract that need to be approved and executed, with little to no time remaining.

As time is of the essence, it is imperative that CONFIRE staff have the flexibility and ability to execute and approve ambulance contract-related agreements without waiting for the next regularly scheduled Administrative Committee meeting, creating delays and potentially jeopardizing critical components of the Ground Ambulance Contract.

Fiscal Impact

The fiscal impact will be dependent on each individual agreement. All agreements approved and executed under this action will be funded through the EMS Fund 5020. The majority of the expected agreements have been budgeted for in Fiscal Year 2024/2025.