



EMS DIVISION SUBSIDIARY COMMITTEE MEETING

TUESDAY, MARCH 12, 2024 – 1:00 PM

LOMA LINDA-EOC 25541 BARTON RD, LOMA LINDA

AGENDA

The CONFIRE EMS Division Subsidiary Committee Meeting is scheduled for Tuesday, March 12, 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 EMS Division Subsidiary 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 EMS Division Subsidiary Committee.

Liz Berry
1743 Miro Way, Rialto, CA 92376
909-356-2302
lberry@confire.org

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 CONFIRE EMS Division Subsidiary Committee Meeting. (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 EMS Division Subsidiary Committee Meeting member abstentions shall be stated under this item for recordation on the appropriate item.

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 EMS Division Subsidiary Committee minutes of February 13, 2024

CHAIR REPORT

- a. Operations Section Update
- b. Admin. Section Update
- c. Planning Section Update
- d. Logistics Section Update
- e. Public Affairs

OLD BUSINESS

2. Paramedic School - Dean Smith - **DISCUSSION ITEM**

NEW BUSINESS

3. Uniform recommendation - **ACTION ITEM**
4. Ambulance Branding - **ACTION ITEM**
5. PPGEMT - IGT Funding - **DISCUSSION**
6. Computer Workstation Purchases - **ADVISEMENT**
7. Staff Vehicle Purchases - **ADVISEMENT**

ROUND TABLE

CLOSED SESSION

ADJOURNMENT

Upcoming Meetings:

Next Regular Meeting: Tuesday, April 9, 2024

POSTING:

This is to certify that on March 7, 2024, I posted a copy of the agenda:

- 1743 Miro Way, Rialto, CA
- on the Center's website which is www.confirer.org
- 25541 Barton Rd., Loma Linda, CA

 /s/ Liz Berry

Liz Berry
Administrative Secretary I



EMS DIVISION SUBSIDIARY COMMITTEE MEETING

THURSDAY, FEBRUARY 13, 2024 – 1:00 PM

LOMA LINDA EOC – 25541 BARTON RD. LOMA LINDA

MINUTES

EMS DIVISION SUBSIDIARY COMMITTEE MEMBERS:

Apple Valley Fire Protection District – B.C. Matthew Dowland
 Chino Valley Independent Fire District – Chief Jeremy Ault
 Colton Fire Department – Fire Marshall Ray Bruno
 Loma Linda Fire Department – B.C. Jeff Gillette
 Montclair Fire Department – Chief David Pohl
 Ontario Fire Department – **Vice Chair**, Chief Mike Gerken
 Rancho Cucamonga Fire District – Chief Augie Barreda
 Redlands Fire Department – EMS Coordinator Carly Cripe
 Rialto Fire Department – Chief Brian Park - *Absent*
 San Bernardino County Fire District – **Chair**, Chief Joe Barna
 Victorville Fire Department – Chief Bobby Clemmer
 City of Yucaipa – Chief Grant Malinowski

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 EMS Division Subsidiary 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. EMS Division Subsidiary 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 EMS Division Subsidiary Committee. An item may be removed by a Committee Member or member of the public for discussion and appropriate action.

1. Approve EMS Division Subsidiary Committee Minutes of January 12, 2024

Motion to accept all items on Consent.

Motion by: B.C. Matthew Dowland

Second by: Chief Mike Gerken

Yes – 10

No – 0

Abstain – 1 – Chief Jeremy Ault – Chino Valley Independent Fire District

Absent – 1 – Rialto Fire Department

CHAIR REPORT

- a. Operations Section Update
- b. Admin. Section Update
- c. Planning Section Update
- d. Logistics Section Update

OLD BUSINESS

2. Committee Overview/Purpose – Dean Smith – **DISCUSSION ITEM**
 - a. Steering Committee to Administrative Chiefs
3. Reimbursement Agreement with Chino – Joe Barna – **ACTION ITEM**

Recommend the CONFIRE Administrative Committee enter into an agreement between CONFIRE and the Chino Valley Independent Fire District, to authorize Dean Smith to serve as the Deputy IC for the CONFIRE Ambulance Contract Implementation Team.

The agreement is not to exceed the sum of \$389,514 for the initial term through January 1, 2025. The funds will be paid out of the EMS Division (5020) account.

Motion to make a recommendation to the CONFIRE Administrative Committee to enter into an agreement between CONFIRE and the Chino Valley Independent Fire District, to authorize Dean Smith to serve as the Deputy IC for the CONFIRE Ambulance Contract Implementation Team.

Motion by: Chief Jeremy Ault

Second by: EMS Coordinator Carly Cripe

Yes – 11

No – 0

Abstain – 0

Absent – 1 – Rialto Fire Department

NEW BUSINESS

4. Paramedic School Preceptors – Dean Smith – **DISCUSSION ITEM**
 - a. Need agencies to host preceptor workshops.

- b. Need commitment from all agencies to increase available preceptors.
5. Multi-Hazard Plan – Dean Smith – **ACTION ITEM**
- a. Recommend staff contract with AP Triton for Professional Services per Board Policy 4.004, to complete required deliverables.
 - b. Recommend spending authority up to \$75,000 to complete the project.

Motion to make a recommendation to the CONFIRE Administrative Committee to contract with AP Triton for Professional Services to complete required deliverables with spending authority up to \$75,000.

Motion by: Chief Mike Gerkin

Second by: Chief Augie Barreda

Yes – 11

No – 0

Abstain – 0

Absent – 1 – Rialto Fire Department

6. Continuity of Operations Plan (COOP) – Dean Smith – **ACTION ITEM**
- a. Recommend staff contract with AP Triton for Professional Services per Board Policy 4.004, to complete required deliverables.
 - b. Recommend spending authority up to \$50,000 to complete the project.

Motion to make a recommendation to the CONFIRE Administrative Committee to contract with AP Triton for Professional Services to complete required deliverables with spending authority up to \$50,000.

Motion by: EMS Coordinator Carly Cripe

Second by: Chief Grant Malinowski

Yes – 11

No – 0

Abstain – 0

Absent – 1 – Rialto Fire Department

7. AP Triton Retainer – Dean Smith – **ACTION ITEM**
- a. Recommend CONFIRE retain AP Triton for Support Services

Motion to make a recommendation to the CONFIRE Administrative Committee to retain AP Triton for Support Services.

Motion by: B.C. Matthew Dowland

Second by: Fire Marshall Ray Bruno

Yes – 11

No – 0

Abstain – 0
Absent – 1 – Rialto Fire Department

ROUND TABLE

None

**Entered Closed Session @ 1:56 p.m.*

CLOSED SESSION

8. Review and update anticipated Litigation – Significant exposure to litigation to Government Code section 4596.9(b): County Ambulance RFP.

**Closed Session Adjourned at 2:20 p.m.*
No reportable action from Closed Session.

ADJOURNMENT

Motion to adjourn the EMS Division Subsidiary Committee Meeting

The meeting adjourned at 2:21 p.m.

Upcoming Meetings:

Next Regular Meeting: March 12, 2024 @ 1:00 p.m.

 /s/ Liz Berry

Liz Berry

Administrative Secretary I

**CRAFTON HILLS COLLEGE
PARAMEDIC PROGRAM
Hybrid/Summer Course
2024 Application**



Item 2.

To: Prospective Paramedic Student
FROM: Amanda Ward, EMT- P, BS
Paramedic Program Director
SUBJECT: Summer 2024 Hybrid Course Paramedic Program (Class 105)

Thank you for your interest in the Crafton Hills College EMT-Paramedic Program. Crafton Hills College Paramedic Program has the longest continuous accreditation of any public institution in California. The program received its initial accreditation in 1985, at which time the accreditation committee awarded a full five year accreditation. Crafton Hills has maintained its excellent record and continuous accreditation.

This application is for the Summer 2024 Hybrid paramedic program. The program will run from May 2024 until December 2024. It is divided into three distinct sessions of didactic, clinical, and field. The didactic session will mirror the 48/96 schedule with classes meeting on set "A" and "B" shift dates, May 2024 through August 2024. The clinical component will run August 2024 through September 2024. The field portion will be from October 2024 through December 2024.

The entrance process has three specific steps: application, testing, and selection. To be granted a testing position each candidate must correctly complete the application form and submit all required documentation. **The EMS Department will accept applications until 4:00 p.m. on Monday, April 15th, 2024. For instructions and the required link to submit your completed packet via our online process, please email program director Amanda Ward (AWard@craftonhills.edu).** The department will not accept email or hand delivery of the application materials. Any materials received after 4:00pm on April 15th will not be considered.

Following the accepted application, candidates will be contacted to schedule their written tests. **The written tests will be given April 30th, May 1st and 2nd, 2024.** Each of these tests is by individual appointment. The written testing will consist of EMT-Basic, and anatomy/physiology. Following successful completion of the written testing process, candidates will be invited to attend the program. **The final selection of the Summer Hybrid 2024 paramedic program will be Friday, May 3rd, 2024.** If more candidates successfully complete the process than there are available program positions, the positions will be selected by our established selection process. Read the attached pages carefully and if you have any questions, please contact me at AWard@craftonhills.edu .

The Crafton Hills College has the longest continuous accreditation of any public institution in California. Crafton Hills College received its initial accreditation in 1985 and has maintained its excellent reputation and continuous accreditation. The Crafton Hills Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

Commission on Accreditation of Allied Health Education Programs
9355 - 113th St. N, #7709
Seminole, FL 33775
727-210-2350
www.caahep.org

To contact the CoAEMSP:
8301 Lakeview Parkway, Suite 111-312
Rowlett, TX 75088
214-703-8445
Fax: 214-703-8992
www.coaemsp.org

ENTRANCE REQUIREMENTS

1. A current California EMT-Basic card issued by the State of California
2. Current BLS Healthcare Provider card from American Heart Association
3. Written documentation, on original company or agency letterhead, of completion of six months full-time or 1,000 hours of part-time experience **as an EMT-Basic**, paid or volunteer, prior to the application deadline. This documentation will usually come from your employer(s) or previous employer(s), and should be **signed** by an operations supervisor or manager, training officer, fire captain or fire chief.
4. A copy of a high school diploma or GED. If you do not have a copy of your diploma, an official transcript showing your graduation date from high school will be accepted.
5. **Official, sealed** transcripts showing successful completion of transferable Anatomy and Physiology course(s). The course must meet transfer requirements for either the CSU or UC system. It can be a single semester or two-semester course, but **must cover BOTH the anatomy and physiology of the entire human body and *MUST INCLUDE A LAB SECTION***. If you are enrolled in an A & P course at the time you submit your application, we will accept a registration print-out or unofficial transcripts as proof of enrollment; however, you must submit official transcripts showing successful completion of the A & P course with a “C” or better **prior to** the start of the program.
5. Completion of the Pre-Entrance Medical Clearance Form within the last six months. This form must be completed and signed by a physician and include a stamp from physician’s office.
6. All vaccinations on the attached sheet of **Vaccination Requirements** must be completed. **Strictly follow the timelines**. Your vaccinations will **NOT** be acceptable to our clinical providers if they do not match the required timelines.
7. If you have any questions regarding medical testing / records, please contact Amanda Ward via email or at (909) 389-3255.

***Vaccination Requirements**

MMR – Measles, Mumps, Rubella

- Must show proof of (2) MMR immunizations **or** Positive titers for all three (MMR) (Quantitative titer)

Varicella Series (VZV)

- Must show proof of (2) immunizations **or** Positive titer (Quantitative titer)

TDaP – tetanus, diphtheria, pertussis

- Must be within the last 10 years

Hepatitis B Series

- Must have proof of all (3) shots in the series **or** Positive titer (Quantitative titer)

***Requirements are subject to change based on clinical sites.**



Your Future is on the Rise

PARAMEDIC PROGRAM
PRE-ENTRANCE MEDICAL CLEARANCE FORM

APPLICANT: _____
Last First Middle

Reason for Referral:

This evaluation is required for entrance and participation in the Crafton Hills College Paramedic Program. The Paramedic Program requires that students be able to complete the required physical activities, which are listed below with no restrictions:

- | | |
|-----------------------|-----------------------------|
| Good physical stamina | Endurance |
| Strength | Standing |
| Walking | Sitting |
| Lifting | Carrying |
| Pushing | Pulling |
| Climbing | Balancing |
| Stooping | Kneeling |
| Crouching | Crawling |
| Reaching | Rotational Movement |
| Repetitive Movement | Eye-Hand- Foot Coordination |

Must be able to sit for extended periods of time, up to 8 hours per day, 4 days a week in the classroom environment; stand for up to 16 hours in the clinical environment and sit for 24 to 72 hours in the field environment.

Must be able to work 24 hours to 72 hour continuous shifts

Motor coordination is necessary for the well- being of the patient, the Emergency Medical Technician and co-workers over uneven terrain

Must be able to safely carry patient while balancing equipment, negotiating stairs and uneven terrain

My signature below indicates the above named individual is free to participate in the Paramedic Program without restrictions. (Form must be stamped by physician's office)

Physician Signature _____ Phone _____

Physician Name _____ Date _____

Agency _____

PROGRAM TESTING REQUIREMENTS

1. Successful completion of the written EMT-Basic competency exam with a score of 80% or higher.
2. Successful completion of the written Anatomy & Physiology competency exam with a score of 80% or higher.

HELPFUL HINTS FROM PAST APPLICATION PROCESSES

1. Submit all information together in one packet. Before submitting, double check that all information requested has been included.
2. Follow the sequence specified.
3. The EMT-Basic certification is the card issued by the state. (Not the paper course completion certificate.)
4. **You must have completed your experience prior to submitting your application.**
5. You **must** get Quantitative titer results or vaccinations **before** you enter the program. Do not wait until the last minute for vaccinations.
6. All certifications and vaccinations must be kept current throughout the program.
7. Study the EMT-Basic and A & P study guides.
8. No one receives preferential treatment.
9. Call and ask for help if you need it. We will be more than happy to review your application prior to submission to verify that it is complete.

APPLICATION COVER SHEET

RETURN TO: Amanda Ward
Paramedic Education

Important: Any applications not received in THIS office by the deadline will not be considered.

PLEASE PRINT THE FOLLOWING INFORMATION:

NAME: _____

ADDRESS: _____

CITY: _____ **ZIP CODE:** _____

PHONE: _____

STUDENT ID NUMBER: _____ **DOB:** _____

EMAIL: _____

The following list of requirements constitutes a complete application. Your application must include the following documents in the sequence specified:

- Completed cover sheet
- Copy of your EMT-Basic Card (state)
- Copy of BLS Healthcare Provider Card from American Heart Association
- Resume
- Original letter of experience (on original agency letterhead, signed by an Operations Supervisor/Manager, Training Officer, Fire Captain or Fire Chief)
- Copy of your high school diploma or GED
- Copy of your proof of **(3)** vaccinations against Hepatitis B or Positive TITER results
- Copy of your proof of **(2)** vaccinations against MMR (Measles, Mumps, Rubella) (2 shots) or Positive TITER results
- Copy of your proof of **(2)** vaccinations against Varicella (VZV) or Positive TITER results
- Copy of your vaccination of TDap (given within the last 10 years)
- Completed Pre-Entrance Medical Clearance Form stamped by Physicians office
- Official, Sealed Transcripts of your transferable Anatomy & Physiology courses
(Unofficial acceptable until completion of course if currently enrolled)

For Office Use Only

Date of submission: _____

Class #: _____

Received by (initials): _____



STAFF REPORT

DATE: March 07, 2024

**FROM: Nathan Cooke
Interim Director**

TO: EMS Subcommittee

SUBJECT: Ambulance and Fleet Branding - Livery

Background Information

On December 5, 2024, the Board of Supervisors awarded CONFIRE EMS and Mobile Health the contract for ground ambulance services for eleven exclusive operating areas in the county, known as the comprehensive service area. Within CONFIRE's proposal during the RFP process, CONFIRE indicated that protecting CONFIRE EMS employees' safety and comfort is a top priority, and all personal protective equipment and uniform apparel will be selected with this objective in mind. Additionally, the California Civil Code 3273 further outlines some mandatory uniform requirements.

Our partner, Priority Ambulance, will provide employee uniforms to the single-function paramedics and EMTs. The uniforms will display the expression "Services Provided by Priority Ambulance" to meet compliance with the California Civic Code.

The staff report being brought before you today for your consideration meets all contractual requirements and conforms to legal requirements.

Fiscal Impact

This proposal has no direct cost to CONFIRE EMS and Mobile Health or CONFIRE. All expenses related to employee uniforms for single-function paramedics and EMTs are part and parcel of contracts or agreements with Priority Ambulance.

Recommendation

It is recommended that the EMS Subcommittee review and discuss the proposed employee uniforms as presented and make recommendations for consideration by the CONFIRE Administrative Committee.

Employee Uniforms for Single Function EMTs & Paramedics



Uniform Mock-Up
02/29/2024

5-11 Job Shirt

Item 3.

Uniforms for Single Function
EMTs & Paramedics





Short and Long Sleeve Polos

Uniforms for Single Function
EMTs & Paramedics

T-Shirt – Full Color

Item 3.

Uniforms for Single Function
EMTs & Paramedics



Uniforms for Single Function EMTs & Paramedics

T-Shirt Sleeve Identification



Item 3.



Item 3.



EMS Style Cargo Pant

Uniforms for Single Function
EMTs & Paramedics



STAFF REPORT

DATE: March 06, 2024

**FROM: Nathan Cooke
Interim Director**

TO: EMS Subcommittee

SUBJECT: Ambulance and Fleet Branding - Livery

Background Information

On December 5, 2024, the Board of Supervisors awarded CONFIRE EMS and Mobile Health the contract for ground ambulance services for eleven exclusive operating areas in the county, known as the comprehensive service area. Within CONFIRE’s proposal during the RFP process, the submittal of the fleet livery was required and, therefore, submitted as part of our comprehensive proposal. The contract with the County and California Civil Code 3273 further outlines some mandatory requirements regarding ambulances.

SB 556 was approved by the legislature in 2014, adding Section 3273 to the California Civil Code. The law establishes specific signage and emblem requirements for non-publicly owned ambulances and uniforms. The law applies to all contracts that become effective on or after January 1, 2015.

The staff report being brought before you today for your consideration meets all contractual requirements and conforms to legal requirements. ICEMA has tentatively approved the fleet branding to conform with contractual requirements.

Fiscal Impact

This proposal has no direct cost to CONFIRE EMS and Mobile Health or CONFIRE. All expenses related to painting, wrapping, and labeling the fleet are part and parcel of contracts or agreements with Priority Ambulance or those entities providing public-based ambulances.

Recommendation

It is recommended that the EMS Subcommittee review and discuss the proposed branding and livery option as presented and make recommendations for consideration by the CONFIRE Administrative Committee.

Fleet Branding



Ambulance and Fleet Mockups

02/29/2024

Type II CONFIRE Ambulance

- San Bernardino County Emergency Services Item 4.
- Services Provided by Priority Ambulance CA



FRONT VIEW

PASANGER SIDE VIEW

Type II CONFIRE Ambulance

- San Bernardino County Emergency Services Item 4.
- Services Provided by Priority Ambulance CA

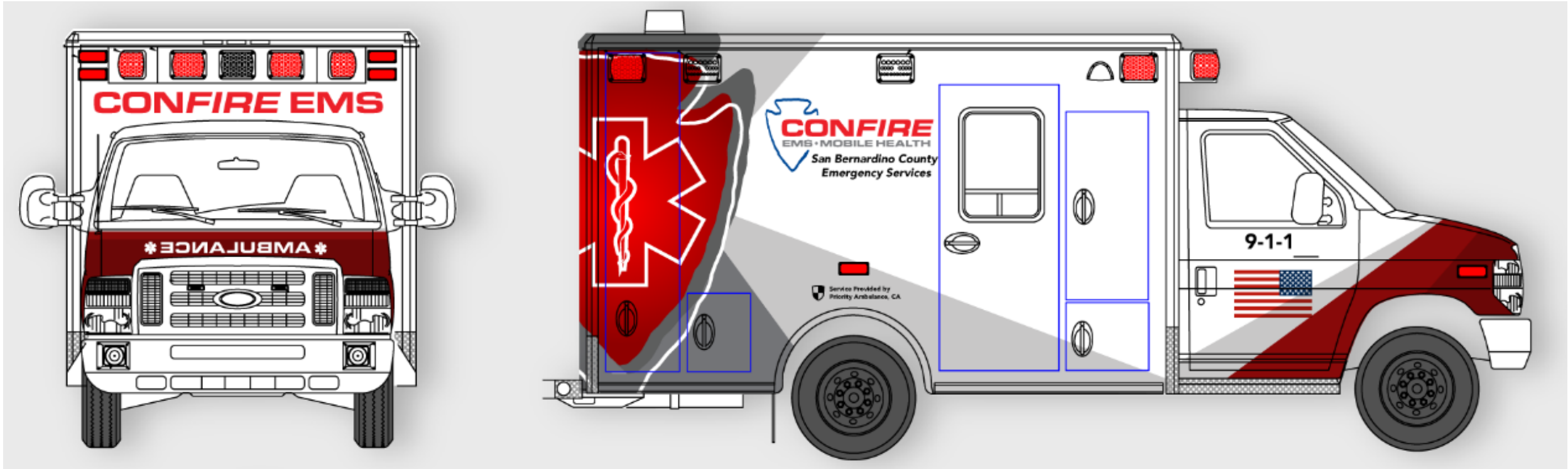


REAR VIEW



DRIVERS SIDE VIEW



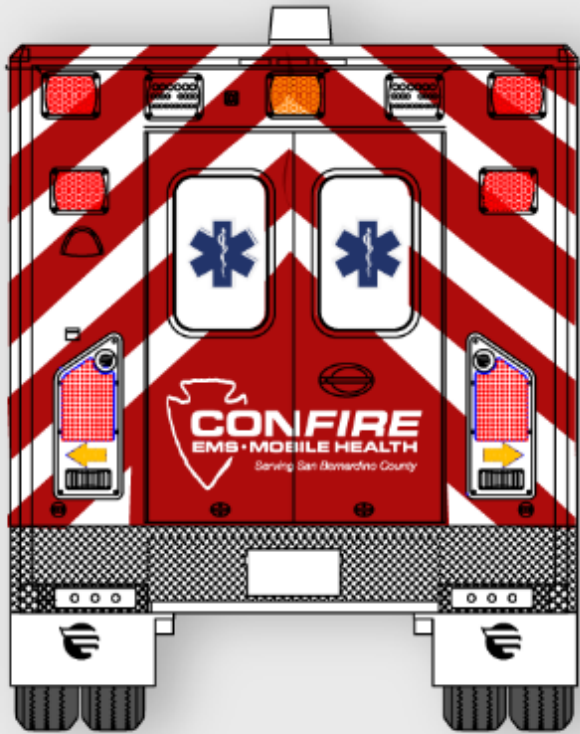


FRONT VIEW

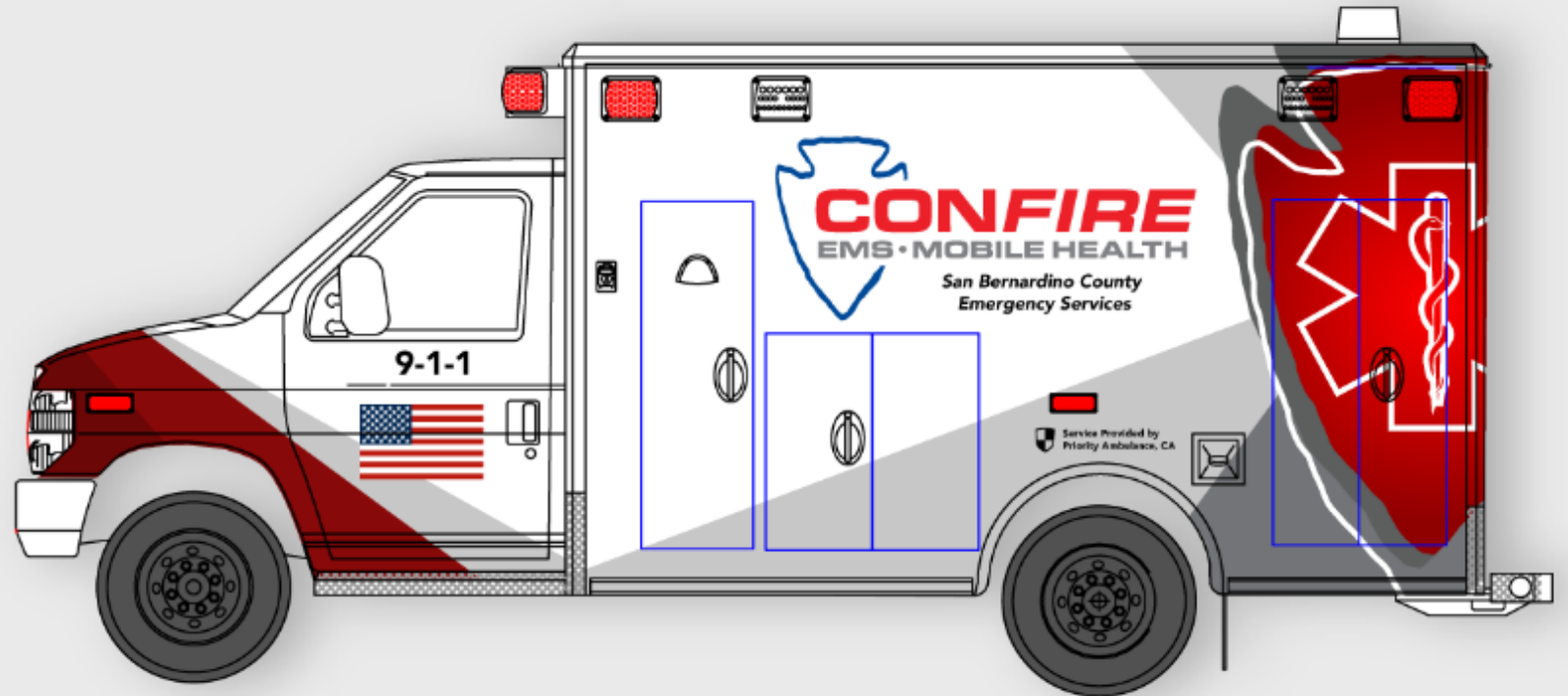
PASANGER VIEW

Type III CONFIRE Ambulance

- San Bernardino County Emergency Services
- Services Provided by Priority Ambulance CA



REAR VIEW



DRIVER SIDE VIEW

Type III CONFIRE Ambulance

- San Bernardino County Emergency Services
- Services Provided by Priority Ambulance CA

CONFIRE SUPERVISOR VEHICLE

- QUICK RESPONSE VEHICLE
- SUPERVISOR
- CODE 3 CAPACITY

Item 4.



- AGENCY CONSISTENT BRANDING
- CONTRACT COMPLIANT LETTERING (SAN BERNARDINO COUNTY EMERGENCY SERVICES)
- IN COORDINATION WITH CONFIRE EMS AND MOBILE HEALTH

24 HOUR PUBLIC BASED ALS AMBULANCES



- AGENCY CONSISTENT BRANDING
- CONTRACT COMPLIANT LETTERING (SAN BERNARDINO COUNTY EMERGENCY SERVICES)
- IN COORDINATION WITH CONFIRE EMS AND MOBILE HEALTH

24 HOUR PUBLIC BASED ALS AMBULANCES



**STAFF REPORT****DATE: March 06, 2024****FROM: Nathan Cooke
Interim Director****TO: EMS Subcommittee**

SUBJECT: PPGEMT – IGT INVOICES

Background Information

On December 5, 2023, the County of San Bernardino awarded the contract to CONFIRE for the Advanced Life Support and Basic Life Support Ground Ambulance Services, Interfacility, and Critical Care Transport Services for Exclusive Operating Areas in San Bernardino County.

The California Public Provider Ground Emergency Transport Program is an innovative supplemental funding program available to public providers, including CONFIRE EMS. These programs also are known nationally as Ground Emergency Medical Transportation (GEMT) funding programs. The federal government offers these EMS supplemental payment programs to assist states in offsetting the costs of providing EMS services to Medicaid/Medi-Cal beneficiaries.

CONFIRE EMS is committed to reinvesting GEMT dollars collected through the provision of services to Medi-Cal beneficiaries to strengthen the EMS system and give back to the community. CONFIRE plans to use GEMT funding to support the EMS system overall and healthcare innovations described in this proposal, thereby contributing to long-term system sustainability and future system advances. These funds are unique and not available to non-transport public providers.

As a PP-GEMT participating funding entity, CONFIRE has elected to make an intergovernmental transfer (IGT) to the Department of Health Care Services (DHCS) as a voluntary contribution to the non-federal share (NFS) of Medi-Cal expenditures for the PP-GEMT Program. Invoice #2 reflects the quarterly dollar amount with consideration to the twenty (20) annual estimated MediCal trips that CONFIRE will perform.

On February 28, 2024, the Board of Directors approved the mid-year budget which included the expenses with DHCS before the contract implementation. All payments after the contract will be included in the FY 24/25 budget.

Fiscal Impact

The expenses for the DHCS invoice before the contract implementation is \$960.34 per quarter. It is anticipated based on assumptions that quarterly payments after contract

implementation are estimated at \$3,500,000. The funding will be allocated from the EMS Fund (5020).

Recommendation

It is recommended that the EMS Subcommittee receive this report as advisement of action taken by the CONFIRE Board of Directors.



STAFF REPORT

DATE: March 05, 2024

**FROM: Nathan Cooke
Interim Director**

TO: EMS Subcommittee

SUBJECT: Computer Workstation Purchase

Background Information

On February 28, 2024, the Board of Directors approved the mid-year budget adjustment, which included \$50,000 for computers, office furniture, and other related supplies for the new positions in CONFIRE. The positions will be co-located at the CONFIRE/Priority Headquarters office building.

Integrating a complete workstation solution at CONFIRE for 7 users will cost \$35,840.28, which breaks down to \$5,135.78 per workstation. This number includes one-time hardware purchases and reoccurring costs for software licensing expenses, as outlined in the detailed breakdown below. Please let me know if you have any questions.

Hardware/One-Time Cost (4-year replacement Cycle):

1. Dell Latitude 7440 – \$1900
2. 32" Dell Monitor – \$950
3. IP Phone (Hardware) – \$200
4. Cisco Headset – \$230
5. Power strip - \$30
6. Logitech Camera – \$80 (Optional)
7. Individual Printer - \$550
8. Leased Shared Printing Solution - Konica Minolta - \$4500

Total - \$3,940 (Excluding Shared Printer)

Software/License/Subscription (Reoccurring Cost):

9. Nextiva VOIP Service – \$240
10. Microsoft Suite – \$380
11. Adobe Pro – \$380
12. Knowbe4 – \$18.50
13. Sophos Protection – 161.54

Total – \$1,180.04

Grand Total: \$5,120.04 (Per User)

Fiscal Impact

The cost for the computer workstation purchase, will be \$35,840.28. The funding will be allocated from the EMS Fund (5020).

Recommendation

It is recommended that the EMS Subcommittee receive this report as advisement of action taken by the CONFIRE Board of Directors.



CONFIRE

STAFF REPORT

DATE: March 07, 2024

**FROM: Nathan Cooke
Interim Director**

TO: EMS Subcommittee

SUBJECT: Staff Vehicle Purchase

Background Information

On December 5, 2023, the County of San Bernardino awarded the contract to CONFIRE for the Advanced Life Support and Basic Life Support Ground Ambulance Services, Interfacility, and Critical Care Transport Services for Exclusive Operating Areas in San Bernardino County.

On February 28, 2024, the Board of Directors approved the mid-year budget adjustment, which included \$300,000 for four (4) Ford Explorer staff vehicles. CONFIRE staff has begun the procurement process with a local dealer.

Fiscal Impact

Each vehicle purchase is approved up to \$75,000, for a total not to exceed \$300,000. The funding will be allocated from the EMS Fund (5020).

Recommendation

It is recommended that the EMS Subcommittee receive this report as advisement of action taken by the CONFIRE Board of Directors.