



CONFIRE

ADMINISTRATIVE COMMITTEE MEETING MINUTES

Tuesday, August 27, 2019

1:30 P.M.

LOMA LINDA - EOC
25541 BARTON RD., LOMA LINDA

ROLL CALL

ADMINISTRATIVE COMMITTEE MEMBERS:

Chief Tim McHargue/Chairperson, Colton Fire -*Absent*
Chief Ivan Rojer/Vice-Chairperson, Rancho Cucamonga Fire
Chief Dan Harker, Loma Linda Fire
Chief Nathan Cooke, Redlands Fire
Chief Brian Park, Rialto Fire
Chief Don Trapp, San Bernardino County Fire

SUPPORT STAFF

Mike Bell, Director
Tim Franke, Dispatch Manager
Kristen Anderson, Assistant Dispatch Manager
John Tucker, Assistant Dispatch Manager
Blessing Ugbo, MIS Manager
Liz Berry, Admin. Secretary I

GUESTS

Chief Lorenzo Gigliotti, Apple Valley Fire
Chief Greg Benson, Victorville Fire Department
Chief Kathleen Opliger, San Bernardino County Fire
Deputy Chief Kyle Collins, Chino Valley Fire Department
Battalion Chief Joe De Soto, Chino Valley Fire Department
Vanessa Meyer

I. CALL TO ORDER

- a. Flag Salute
- b. Moment of silence for dispatcher Juan Villagran
- c. Roll Call/Introductions

II. 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)

III. 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 June 25, 2019 (**Attachment A**)
2. Dispatch Performance reports (**Attachments B1-B3**)

3. Action on Consent

Motion to accept all items on Consent

Motion by: Chief Dan Harker

Second by: Chief Nathan Cooke

Approved Unanimously

IV. DIRECTOR REPORT

a. CAD to CAD Update

- i. Approve MOU with Riverside UASI for grant award of \$381,000 for the 2018 period to be utilized for regional CAD to CAD project. (**Attachments C1-C2**)

Per Admin Committee direction CONFIRE submitted an application for UASI funds for the regional CAD to CAD project in 2018 and 2019. The 2018 application was approved by the Riverside UASI in the amount of \$381,000. These funds have been included in the Board approved FY 2019/20 budget.

To utilize these funds CONFIRE must enter into an MOU with the City of Riverside which is the administrative agency for the Riverside-San Bernardino-Ontario area UASI. The document has been reviewed by CONFIRE legal counsel who endorsed the document as submitted.

The MOU binds CONFIRE to utilize the funds according to the application and within the strict guidelines of the UASI rules.

The intent of these funds is to assist CONFIRE as the lead agency in developing and implementing a regional CAD to CAD solution in San Bernardino and Riverside County.

Motion to approve MOU with Riverside UASI for grant award of \$381,000 for the 2018 period to be utilized for the regional CAD to CAD implementation project.

*Motion by: Chief Don Trapp
Second by: Chief Dan Harker
Approved Unanimously*

ii. 2020 UASI Grant Application (**Attachment D**)

Motion to approve the 2020 UASI Grant application for the Regional CAD to CAD implementation project.

*Motion by: Chief Trapp
Second by: Chief Nathan Cooke
Approved Unanimously*

b. ECNS Update

- i. SB COG Meeting, Sept. 4 @ 10 a.m.
- ii. Approve Cooperative Agreement with San Bernardino Council of Governments (SB COG) and contribution of \$26,000 to EMD project. (**Attachments E1-E3**)

CONFIRE has been involved in a collaborative effort coordinated through an Ad Hoc Committee of the Emergency Medical Care Committee (EMCC) regional effort to study the potential of using the EMD protocols to improve the delivery of emergency medical services in the region for the past two years.

The group has explored the use of EMD to optimize EMS resource deployment by focusing on low acuity calls and looking for ways to manage these more effectively.

Through this engagement a new relationship has developed between the San Bernardino Council of governments, CONFIRE and other entities. SB CO has assisted the effort by providing funding and administrative assistance in procuring consulting services to help the project continue to move forward. SB COG coordinated an RFP for these services which resulted in the retention of Mission Critical Partners as project consultants.

As part of this contribution a Cooperative Agreement has been drafted between SB COG and CONFIRE to assure each party of its intent to work together to complete this phase of the project.

This approach has been endorsed by CONFIRE and SB COG legal counsel.

Motion to approve the Cooperative Agreement between CONFIRE and the San Bernardino Counsel of Governments (SB COG) and allow minor revisions if needed to finalize the document.

Approve the allocation of \$26,000 (from 5010 General Reserves) to help fund SB CO regional ES/EMD study.

*Motion by: Chief Nathan Cooke
Second by: Chief Brian Park
Approved Unanimously*

V. OPS COMMITTEE REPORT

- a. New Ops Committee Update – Chief Park

Chief Park discussed the importance of completing projects and providing leaders intent to direct and move the existing Ops Committee forward.

VI. DISCUSSION ITEMS

6. Standing Topics (oral reports)

- a. IT Projects

Project	Status	Due Date
<i>Tablet Command (Phase 2)</i>	<i>In Progress</i>	<i>6/6/19</i>
<i>Internet Redundancy BGP</i>	<i>In Progress</i>	<i>12/2/19</i>
<i>Active Directory Upgrade</i>	<i>In Progress</i>	<i>10/23/19</i>
<i>Transition Mobile to AirWatch</i>	<i>In Progress</i>	<i>10/10/19</i>
<i>Relocate Server to ISD Vault</i>	<i>In Progress</i>	<i>11/2/19</i>
<i>BDC Transition</i>	<i>In Progress</i>	<i>3/31/20</i>
<i>CAD Re-Host</i>	<i>Pending</i>	<i>TBD</i>

- b. Updated Org Chart (**Attachment F**)

Blessing Ugbo reviewed the new CONFIRE Organization Structure and introduced the Operations Committee which will work with both the Communications and MIS divisions. Also noted was the reorganization of the CONFIRE MIS group to better address the needs of the agencies we serve.

7. Old Business

- a. CPE Refresh Update
i. Next Gen 9-1-1

8. New Business

- a. September meeting date: Cal Chiefs meeting conflict
The Chiefs agreed to go dark in September.
- b. Planning Meeting date
Further discussion is needed to secure this date.
- c. Nov/Dec Meeting dates
Each meeting will be moved up 1 week to Nov. 19th and Dec. 17th.
- d. Board Meeting (Dec. 4)

- e. September 17, IT Professionals Day
All Agencies were invited to visit CONFIRE on Sept. 17th to celebrate IT Professionals Day.

VII. CLOSED SESSION

- a. Pursuant to California Government Code Section 54956.9(a) The Committee will meet in closed session to be briefed regarding (1) case of pending litigation Claim No. 18W21F928762 Joel Rothschild V. Consolidated Fire Agencies (CONFIRE). One (1) Case.
Update provided.
- b. Pursuant to California Government Code Section 54956.9(a) The Committee will meet in closed session to be briefed regarding one (1) case of pending litigation Claim No. 1936649; Cynthia Rowe V. Confire, et al. One (1) case.
Case settled.

VIII. ADJOURNMENT

Next Meeting:

October 22, 2019 at 1:30 p.m. at Loma Linda City Hall (EOC) 25541 Barton Rd., Loma Linda, CA 92354