



ADMINISTRATIVE COMMITTEE MEETING AGENDA

Tuesday, January 28, 2020

12:00 P.M.

LOMA LINDA-EOC

25541 BARTON RD., LOMA LINDA

The CONFIRE Administrative Committee Meeting is scheduled for Tuesday, January 28, 2020 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.

I. CALL TO ORDER

- a. Flag salute
- b. 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 December 17, 2019
2. Financial Statements thru December 31, 2019
3. Dispatch Performance reports
4. **Action on Consent**

IV. DIRECTOR REPORT

- a. CAD to CAD Project Update
 - i. Review Governance document – **Action Item**
 - ii. Discuss vendor selection and pricing model
- b. EMD Project Update (oral report)

V. OPS COMMITTEE REPORT

- a. Ops Chiefs Committee Update – Chief Park

VI. DISCUSSION ITEMS

- 5. Information Services Report
 - a. Project Updates

- 6. Old Business
 - a. Planning Discussion Continuation – Need for space
 - i. Review option of opening High Desert Government Center
 - 1. Command Function
 - 2. Ops Chiefs Involvement
 - 3. Projected Capital and Operational Costs
 - ii. Review long-term options
 - 1. Valley Dispatch Center
 - 2. CONFIRE Built facility

- 7. New Business
 - a. 2019 Call volume figures
 - b. Review Feb. 12th Board Meeting items
 - i. Fund Balance Report & Recommendations – **Action Item**
 - ii. Mid-Year analysis
 - iii. New Position requests – **Action Item**
 - 1. Part-time Budget Officer
 - 2. Information Services Analyst III (ISA III)
 - 3. Automated Services Technician (AST)

VII. CLOSED SESSION

Pursuant to California Government Code Section 54956.9(a). The Administrative 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.

VIII. ADJOURNMENT**Upcoming Meetings:**

Next Regular Meeting:

February 25, 2020 at 1:30 p.m. at Loma Linda EOC, 25541 Barton Rd. Loma Linda, CA 92354

POSTING:

This is to certify that on January 23, 2020, I posted a copy of the agenda:

-at 25541 Barton Rd., Loma Linda, CA 92354

-at 1743 Miro Way, Rialto, CA 92376

-on the Center's website which is: www.confir.org

Liz Berry

Administrative Secretary I