



ADMINISTRATIVE COMMITTEE MEETING

AGENDA

TUESDAY, APRIL 27, 2021

ZOOM

1:30 P.M.

The Governor has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the "Coronavirus"). The Governor issued Executive Order N-25-20, which directs Californians to follow public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements. The Governor has also issued Executive Order N-33-20, prohibiting people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

The Public's health and well-being are the top priority for the Administrative Committee of CONFIRE and you are urged to take all appropriate health safety precautions. To facilitate this process, the meeting of the Committee will be available by web-based virtual meeting (Zoom). Details for participating in the meeting are below:

Join Zoom Meeting

<https://confire.zoom.us/j/91370428346?pwd=d3ZlVkZ2UkNmb0dDNk1MRElyTGvQQT09>

Meeting ID: 913 7042 8346

Passcode: 837309

One tap mobile

+16699009128,91370428346# US (San Jose)

+12532158782,91370428346# US (Tacoma)

Meeting ID: 913 7042 8346

Find your local number: <https://confire.zoom.us/j/91370428346?pwd=d3ZlVkZ2UkNmb0dDNk1MRElyTGvQQT09>

Note: The meeting is being held *solely* by electronic means and will be made accessible to members of the public seeking to attend and to address the Committee *solely* through the link set forth above, except that members of the public seeking to attend and to address the Committee who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least twenty-four (24) hours in advance of a regular meeting to make arrangements for such reasonable accommodations. (For Special meetings, please request accommodations no less than 12 hours prior to the meeting.)

Liz Berry
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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. 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.

IV. 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 April 8, 2021
2. Financial Statements thru March 31, 2021
3. Dispatch Performance reports
4. Replacement of Procurement Database
5. JPA Revision
6. Approve annual dispatch service contracts for non-member agencies.
7. Action on Consent

V. DIRECTOR REPORT

- a. Public Records Act
- b. Board Policies
 - i. Decision on Purchase Authority – Admin Committee vs. BOD
 - ii. Finance sub-committee

VI. COMMITTEE REPORTS

- a. Support Committee Report/MIS updates – Blessing Ugbo
- b. Ops Chiefs Committee Report – Chief Cisneros
- c. CAD to CAD – Chief Rojer

VII. DISCUSSION ITEMS

8. Old Business
9. New Business
 - a. Time Measurement – Performance Benchmarks/Standards- M. Fratus

VIII. CLOSED SESSION

IX. ADJOURNMENT

Upcoming Meetings:

Next Regular Meeting: May 25, 2021 at 1:30 p.m. via ZOOM.

POSTING:

This is to certify that on April 22, 2021, I posted a copy of the agenda:

-1743 Miro Way, Rialto, CA

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



Liz Berry

Administrative Secretary I