



ADMINISTRATIVE COMMITTEE MEETING MINUTES

TUESDAY, MARCH 23, 2021

1:30 P.M.

ZOOM

ROLL CALL

ADMINISTRATIVE COMMITTEE MEMBERS:

Chief Tim McHargue/Chairperson, Colton Fire
Chief Ivan Rojer/Vice-Chairperson, Rancho Cucamonga Fire - *Absent*
Chief James Peratt, Apple Valley Fire Protection District
Chief Tim Shackelford, Chino Independent Fire District
Chief Dan Harker, Loma Linda Fire
Chief Jim Topoleski, Redlands Fire
Chief Brian Park, Rialto Fire
Chief Dan Munsey, San Bernardino County Fire

SUPPORT STAFF

Art Andres, Director
Yvette Calimlim, Business Management Analyst
Kristen Anderson, Assistant Dispatch Manager
Blessing Ugbo, MIS Manager
Liz Berry, Admin. Secretary I
Karen Hardy
Mike Bell

GUESTS

Chief Fred Stout, Victorville Fire Department
Chief John Becker, Victorville Fire Department
Chief Tim Bruner, Loma Linda Fire
Chief Jeff Willis, Big Bear Fire
Chief Rich Sessler, Redlands Fire
Chief Bill Mahan, San Bernardino County Fire
Captain Mike McMath, Redlands Fire
Vanessa Meyer
Rana Gilani

Debbie Sisson
Diane Boyles
Leigh Overton

I. CALL TO ORDER

- a. Roll Call/Introductions
- b. Flag Salute

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. 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 February 23, 2021 (**Attachment A**)
2. Financial Statements thru February 28, 2021 (**Attachments B1 & B2**)
3. Dispatch Performance reports (**Attachments C1 thru C3**)

4. Action on Consent

Motion to accept item A.

*Motion by: Chief Brian Park
Second by: Chief Jim Topoleski
Chief Tim McHargue-Abstain
Chief Ivan Rojer-Absent
Chief James Peratt-Yes
Chief Tim Shackelford-Abstain
Chief Dan Harker-Yes
Chief Dan Munsey-Yes
5-Yes
2-Abstain
1-Absent*

Motion Approved

Motion to accept items B1, B2 and C1 thru C3.

*Motion by: Chief Tim Shackelford
Second by: Chief Tim McHargue
Chief Ivan Rojer-Absent
Chief James Peratt-Yes*

Chief Dan Harker-Yes
Chief Jim Topoleski-Yes
Chief Brian Park-Yes
Chief Dan Munsey-Yes
7-Yes
1-Absent

Motion Approved

IV. DIRECTOR REPORT

- a. Dispatcher Appreciation Week April 11th-17th
 - i. Dianne Boyles-APCO Award April 15th at 2pm
- b. Image Trend-Fire Module
- c. ISO

V. COMMITTEE REPORTS

- a. Support Committee Report/MIS updates – Blessing Ugbo

<u>Project</u>	<u>Status</u>	<u>Due Date</u>
<i>Hardware Refresh</i>	<i>Completed</i>	<i>3/2021</i>
<i>CAD Re-Host</i>	<i>In Progress</i>	<i>5/2021</i>
<i>BDC Transition</i>	<i>On Hold</i>	<i>6/2021</i>
<i>Tablet Command</i>	<i>In Progress</i>	<i>TBD</i>
<i>VOICE Print</i>	<i>Discovery Phase</i>	<i>TBD</i>

- b. Ops Chiefs Committee Report – Chief Bruner
OPS Chiefs unanimously voted to stop Live MUM and cancel the service. Move ups are no longer an issue in the center and have been streamlined in CAD. This would result in a savings to CONFIRE Agencies of approximately \$60,000 a year.

Motion to terminate Live MUM agreement.

Motion by: Chief Dan Harker
Second by: Chief Tim McHargue
Chief Ivan Rojer-Absent
Chief James Peratt-Yes
Chief Tim Shackelford-Yes
Chief Jim Topoleski-Yes
Chief Brian Park-Yes
Chief Dan Munsey-Yes

7-Yes
1-Absent

Motion Approved

A summary of First Due and APX was given.

The consensus of the Chiefs is that APX is not currently what the region is looking for, Chief Munsey will advise the vendor.

Director Andres recommends the savings from Live MUM be reallocated to this project. Chief Topoleski stressed the importance of equal equity disbursement. Chief Munsey stressed the importance of interoperability with First Due. The item will be moved to a future agenda for discussion.

Chief Bruner will reach out to First Due for more information regarding charges if all agencies do not engage.

- c. CAD to CAD – (OTO, Cal Fire and AMR)

VI. DISCUSSION ITEMS

5. Old Business

- a. ECNS Business Plan (**Attachment D**) – Action Item

The goal of ECNS is to re-direct 911 callers with low acuity complaints (not requiring emergency department care) to the most appropriate healthcare resource to match their needs. This will, in turn, allow EMS and fire department resources to decrease response times to higher acuity calls and decrease the amount of unnecessary ambulance transports to the ED.

Motion to adopt the Emergency Communications Nurse System business plan.

Motion by: Chief Dan Munsey

Second by: Chief Tim Shackelford

Chief Tim McHargue-Yes

Chief Ivan Rojer-Absent

Chief James Peratt-Yes

Chief Dan Harker-Yes

Chief Jim Topoleski-yes

Chief Brian Park-Yes

7-Yes

1-Absent

Motion Approved

- b. Live MUM

6. New Business

- a. CONFIRE Board/Admin Committee Policies
- b. ET3 (**Attachment E**) – Action Item

The U.S. Department of Health and Human Services Centers for Medicare and Medicaid Services (CMS) created a center for innovation. CMS developed ET3 as a five-year payment model to provide for greater flexibility to address emergency health care needs of Medicare beneficiaries following a 911 call.

CMS will award, through a competitive process, cooperative agreements to up to 40 recipients. Award amounts will vary based on the needs outlined through the selection process. CONFIRE would continue to provide ECNS services to gather data and secure sustainable funding to maintain the program without impacting the CONFIRE budget. Funding from ET3 will allow hiring of full-time positions outlined in the business plan.

There is no fiscal impact to CONFIRE. The NOFO through CMS does not require cost sharing or matching funds. CMS grant awards provide for reimbursement of actual and allowable cost incurred, subject to the Federal cost principles. The maximum award amount is \$1,175,000 and the application due date is May 11, 2021.

Motion to authorize CONFIRE staff to apply for the Emergency Triage, Treat, and Transport (ET3) model Notice of Funding Opportunity (NOFO)

Motion by: Chief Dan Harker
Second by: Chief Tim McHargue
Chief Ivan Rojer-Absent
Chief James Peratt-Yes
Chief Tim Shackelford-Yes
Chief Jim Topoleski-Yes
Chief Brian Park-Yes
Chief Dan Munsey-Yes
7-Yes
1-Absent

Motion Approved

c. Strategic Management Plan (Attachment F) – Action Item

The Strategic Management Plan serves as the basis for fulfilling the vision of the Admin Chiefs by laying out the one to three-year plans for the CONFIRE JPA.

Motion to accept the FY 2021/22 Strategic Management Plan (SMP) as presented.

Motion by: Chief Dan Munsey
Second by: Chief Jim Topoleski
Chief Tim McHargue-Yes
Chief Ivan Rojer-Absent

*Chief James Peratt-Yes
Chief Tim Shackelford-Yes
Chief Dan Harker-Yes
Chief Brian Park-Yes*

*7-Yes
1-Absent*

Motion Approved

VII. CLOSED SESSION

Pursuant to California Government Code Section 54956.9(a) The Board will meet in closed session to be briefed regarding (1) case of litigation Claim No. 18W21F928762 Joel Rothschild V. Consolidated Fire Agencies (CONFIRE)

Report from closed session: Case 18W21F928762 Joel Rothschild V. Consolidated Fire Agencies (CONFIRE) is closed.

VIII. ADJOURNMENT

The meeting adjourned at 15:09.

Upcoming Meeting:

Next Regular Meeting: April 27, 2021 at 1:30 p.m. location to be determined.