



ADMINISTRATIVE COMMITTEE MEETING MINUTES

TUESDAY, JANUARY 26, 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
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
Tim Franke, Dispatch Manager
Kristen Anderson, Assistant Dispatch Manager
John Tucker, Assistant Dispatch Manager
Blessing Ugbo, MIS Manager
Liz Berry, Admin. Secretary I
Dana DeAntonio

GUESTS

Chief Bertral Washington, San Bernardino County Fire
Chief Fred Stout, Victorville Fire Department
Chief John Becker, Victorville Fire Department
Captain Mike McMath, Redlands
Yvonne Robbins, San Bernardino County Fire
Vanessa Meyer
Rana Gilani
Debbie Sisson

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 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 15, 2021 (**Attachment A**)
- 2. Financial Statements thru December 30, 2020 (**Attachments B1 & B2**)
- 3. Dispatch Performance reports (**Attachments C1 thru C5**)

4. Action on Consent

Motion to accept all items on Consent.

Motion by: Chief Jim Topoleski

Second by: Chief Dan Munsey

Chief Tim McHargue-Yes

Chief Ivan Rojer-Yes

Chief James Peratt-Yes

Chief Tim Shackelford-Yes

Chief Dan Harker-Yes

Chief Brian Park-Yes

8-Yes

0-Absent

Motion Approved

IV. DIRECTOR REPORT

a. ECNS

Soft launch took place in December. Currently staffing 7am-11pm, with a goal of 24/7. Preliminary data is very promising.

b. 2020 Call Volume

2019 vs. 2020 total call volume was provided for each agency.

c. REDINET

Director Andres reported to the Administrative Chiefs his willingness to continue supporting REDINET. He received their approval to continue talks with ICEMA regarding entering their agreement with REDINET to offset costs to CONFIRE.

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>12/20</i> |
| <i>CAD Re-Host</i> | <i>In Progress</i> | <i>1/21</i> |
| <i>BDC Transition</i> | <i>On Hold</i> | <i>2021</i> |
| <i>Tablet Command</i> | <i>On Hold</i> | <i>2021</i> |

- b. Ops Chiefs Committee Report – Chief Bruner
Ops Chiefs Committee continues work on county wide projects and tablet command.

VI. DISCUSSION ITEMS

5. Old Business

- a. AVD & Live MUM

AVD will be operational shortly, addressing items as they occur. March 1st tentative go live date.

Live MUM-software update is complete, testing to begin next week. Go live date March 1st.

- b. Staffing-Dual Fill Positions and Vertical Configuration

Recruitment and retention are a constant. Current recruitment for dispatchers and call takers is underway. Supervisor recruitment is in the final stages, will then move to assessment phase.

- c. Victorville Membership/JPA Revision

Reminder that each agency must have approval before we can move forward.

- d. Morongo Basin Ambulance Update

6. New Business

- a. 2020 Annual Report

Mike Bell and Matt Fratus introduced the idea of an annual report last year. Director Andres asked agencies to provide input on the depth of information they would like to see. Positive feedback was given, stating this provides a story to the member agencies on where we have been and how far we have come. Consensus among the chiefs that online tools and dashboards provide the innovation needed.

VII. CLOSED SESSION

7. Pursuant to California Government Code Section 54956.9(a) The Administrative Committee will meet in closed session to be briefed regarding 91) case of litigation Claim No. 18W21F928762 Joel Rothschild V. Consolidated Fire Agencies (CONFIRE)

VIII. ADJOURNMENT

The meeting adjourned at 1404.

Upcoming Meeting:

Next Regular Meeting: February 23, 2021 at 1:30 p.m. Via ZOOM.