



ADMINISTRATIVE COMMITTEE MEETING MINUTES

TUESDAY DECEMBER 15, 2020

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 Eric Noreen representing*
Chief Lorenzo Gigliotti, Apple Valley Fire Protection District
Chief Tim Shackelford, Chino Independent Fire District
Chief Dan Harker, Loma Linda Fire
Chief Jim Topoleski, Redlands Fire-*Arrived at 1:40 p.m.*
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
Blessing Ugbo, MIS Manager
Liz Berry, Admin. Secretary I
Mike Bell
Dana DeAntonio

GUESTS

Chief Tim Bruner, Loma Linda Fire Department
Chief Bertral Washington, San Bernardino County Fire
Chief Stout, Victorville Fire Department
Chief Bill Mahan, San Bernardino County Fire
Captain Mike McMath, Redlands
Nicholas Dunigan, First Due
Ronny Smith, First Due
Andreas Huber, First Due

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 November 17, 2020 (**Attachment A**)
2. Financial Statements thru November 30, 2020 (**Attachments B1 & B2**)
3. Dispatch Performance reports (**Attachments C1 thru C2**)
4. **Action on Consent**

Motion to accept all items on Consent

Motion by: Chief Tim Shackelford

Second by: Chief Eric Noreen

Chief Tim McHargue-Yes

Chief Lorenzo Gigliotti-Yes

Chief Dan Harker-Yes

Chief Jim Topoleski-Absent

Chief Brian park-Yes

Chief Dan Munsey-Yes

7-Yes

1-Absent

Motion Approved

IV. DIRECTOR REPORT

- a. ECNS Update
Testing finalized. Tentative soft launch 12.16.20 at 9 a.m.
- b. XBO IMT – Level 1
Activate on November 27th.
- c. AVD
Tentative go live date of January 1, 2021.

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

VI. DISCUSSION ITEMS

5. Old Business

- a. Victorville Membership

Victorville Membership was moved by the Board of Directors. CONFIRE's attorney will draft the resolution that will be sent out to each Agency for their Governing Boards Adoption.

- b. JPA Revision

The JPA Revision was moved by the Board of Directors. CONFIRE's attorney will draft the resolution that will be sent out to each Agency for their Governing Boards Adoption.

- c. First Due presentation – Tim Bruner

Presentation by Nicholas Dunigan-West Coast Sales Executive.

First Due Size Up is a platform that programmatically gathers information from online and offline sources, translates that data into an easy-to-consume format and makes it accessible to First Responders at the time of dispatch on any device, completely integrated with 911, Computer Aided Dispatch and customized to the agencies Standard Operating Procedures.

Chief Bruner to have the Ops group access Intterra and 1 other, then make a recommendation along with highlights to the Chiefs. Once recommendations are made the chiefs will decide how to move forward.

6. New Business

- a. Emergency Staffing Minimums (**Attachment D**)

CONFIRE is at Level 1 with 11% of staffing affected.

- b. By-Law revision sub-committee

Discussion was held, Chiefs Rojer, Munsey, Harker and McHargue will serve on the CONFIRE By-Law Revision sub-committee.

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 1458.

Upcoming Meeting:

Next Regular Meeting: January 26, 2021 at 1:30 p.m. Via ZOOM.