



**CONFIRE**

6/5/2020

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**BOARD OF DIRECTORS MEETING**

FRIDAY, JUNE 5, 2020

10:00 A.M.

LOMA LINDA COMMUNITY ROOM  
25541 BARTON RD., LOMA LINDA  
&  
ZOOM

**MINUTES**

**OPENING**

Call to order – Chairperson Dr. Rhodes Rigsby  
Flag Salute

**ROLL CALL**

**BOARD OF DIRECTORS COMMITTEE**

Chairperson – Dr. Rhodes Rigsby, Mayor - City of Loma Linda  
Vice-Chairperson – Ernest R. Cisneros, Council Member – City of Colton  
Andy Carrizales, Council Member – City of Rialto-*Absent*  
Eddie Tejeda, Council Member – City of Redlands  
Lynne Kennedy, Mayor Pro Tem – City of Rancho Cucamonga  
Dawn Rowe, 3<sup>rd</sup> District Supervisor – County of San Bernardino  
Dan Leary, Board President – Apple Valley Fire Protection District  
John DeMonaco, Board President – Chino Valley Independent Fire District

**ADMINISTRATIVE COMMITTEE**

Chief Tim McHargue, Chairperson – Colton Fire Department  
Chief Ivan Rojer, Vice Chairperson – Rancho Cucamonga Fire District  
Chief Jim Topoleski – Redlands Fire Department-*Absent*  
Chief Dan Munsey – San Bernardino County Fire Department  
Chief Dan Harker – Loma Linda Fire Department  
Chief Brian Park – Rialto Fire Department



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Chief Lorenzo Gigliotti – Apple Valley Fire Protection District *-Represented by BC Larry Soper*  
Chief Tim Shackelford – Chino Valley Independent Fire District

### **CONFIRE STAFF**

Mike Bell, Director  
Karen Hardy, Business Manager/Analyst  
Blessing Ugbo, IT Manager  
Tim Franke, Communications Manager  
John Tucker, Assistant Communications Manager  
Kristen Anderson, Assistant Communications Manager  
Liz Berry, Admin. Secretary I

### **GUESTS**

Chief Greg Benson, Victorville Fire Department

### **AGENDA AMENDMENT**

Approve amended agenda item 6 to correct the budget figure for Term Benefit Fund (5011) to \$130,469.

Insert sheet titled “CONFIRE Reserve & Grants FY 2020-2021” to Attachment F2 “CONFIRE JPA Budget Book – Fiscal year 2020/21” Between pages 32-33.

**ACTION:** *The Board of Directors accepts the amended agenda item 6 with the correct budget figure for Term Benefit Fund (5011) to \$130,469. The Board of Directors accepts the additional document titled “CONFIRE Reserve & Grants FY 2020-2021” to Attachment F2 “CONFIRE JPA Budget Book-Fiscal year 2020/21” between pages 32-33.*

**Motion by:** *Lynne Kennedy, City of Rancho Cucamonga*

**Second:** *Ernest Cisneros, City of Colton*

**Ayes:** 7

*Dr. Rhodes Rigsby, City of Loma Linda-Yes*

*Ernest Cisneros, City of Colton-Yes*

*Eddie Tejada, City of Redlands-Yes*

*Lynne Kennedy, City of Rancho Cucamonga-Yes*

*Dawn Rowe, County of San Bernardino-Yes*

*Dan Leary, Apple Valley Fire Protection District-Yes*

*John DeMonaco, Chino Valley Independent Fire District-Yes*

**Noes:** 0

**Abstain:** 0



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**Absent:** 1

*Andy Carrizales, City of Rialto*

## **PUBLIC COMMENT**

An opportunity provided for persons in the audience to make brief statements to the Board of Directors. (Limited to 30 minutes; 3 minutes allotted for each speaker)

## **CONSENT ITEMS**

The following item is considered routine and non-controversial and will be voted upon at one time by the Board of Directors. An item may be removed by a Board Member or member of the public for discussion and appropriate action.

1. Approve the Board of Director Minutes of February 12, 2020 (**Attachment A**)
2. Financial Statements thru April 30, 2020 (**Attachments B1 & B2**)

**ACTION REQUEST:** The Administrative Committee requests the Board accept and approve consent items 1 and 2.

**ACTION:** *The CONFIRE Board of Directors accepts and approves the minutes for February 12, 2020 as presented and the Financial Statements thru April 30, 2020 as presented.*

**Motion by:** *Lynne Kennedy, City of Rancho Cucamonga*

**Second:** *Dawn Rowe, County of San Bernardino*

*Dr. Rhodes Rigsby, City of Loma Linda-Yes*

*Ernest Cisneros, City of Colton-Yes*

*Eddie Tejada, City of Redlands-Yes*

*Lynne Kennedy, City of Rancho Cucamonga-Yes*

*Dawn Rowe, County of San Bernardino-Yes*

*Dan Leary, Apple Valley Fire Protection District-Yes*

*John DeMonaco, Chino Valley Independent Fire District-Yes*

**Ayes:** 7

**Noes:** 0

**Abstain:** 0

**Absent:** 1

*Andy Carrizales, City of Rialto*

**UPDATE ON CONFIRE ACTIVITIES** – Communications Director to give an update on the various activities within CONFIRE.

COVID related activities



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Nurse Triage Program update  
Regional CAD to CAD project update (MOU)  
Victorville Membership inquiry update  
Morongo Basin Ambulance request for proposal (**Attachment C**)  
*Morongo Basin Ambulance has formally requested a proposal from CONFIRE JPA for dispatching and communication services.*

**ACTION:** No action required.

## OLD BUSINESS

3. JPA Agreement revision process update – Oral Report  
**No action required**

## NEW BUSINESS

4. Receipt of \$43,073 from the 2019 Homeland Security Grant Program (HSGP) – Automated Voice Dispatch Project (**Attachments D1 & D2**)

**ACTION REQUEST:** Approve the Memorandum of Understanding (MOU) with County of San Bernardino Fire Protection District for Homeland Security Grant Program (HSGP) award of \$43,073 for the 2019 period to be utilized for an Automated Voice Dispatch (AVD) Project.

Authorize the CONFIRE Director to sign and execute the MOU.

**ACTION:** *The CONFIRE Board of Directors approves the Memorandum of Understanding (MOU) with County of San Bernardino Fire Protection District for Homeland Security Grant Program (HSGP) award of \$43,073 for the 2019 period to be utilized for an Automated Voice Dispatch (AVD) Project. The Board also authorizes the CONFIRE Director to sign and execute the MOU.*

**Motion by:** *Dawn Rowe, County of San Bernardino*

**Second:** *Dan Leary, Apple Valley Fire Protection District*

**Ayes:** 7

*Dr. Rhodes Rigsby, City of Loma Linda-Yes*

*Ernest Cisneros, City of Colton-Yes*

*Eddie Tejeda, City of Redlands-Yes*

*Lynne Kennedy, City of Rancho Cucamonga-Yes*

*Dawn Rowe, County of San Bernardino-Yes*

*Dan Leary, Apple Valley Fire Protection District-Yes*

*John DeMonaco, Chino Valley Independent Fire District-Yes*

**Noes:** 0



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**Abstain:** 0

**Absent:** 1

*Andy Carrizales, City of Rialto*

5. Receipt of \$475,663 from the 2019 Urban Area Security Initiative Grant (UASI) – Inland Empire Regional Interoperability Project (**Attachment E**)

**ACTION REQUEST:** Approve the Memorandum of Understanding (MOU) with the City of Riverside Urban Area Security Initiative (UASI) award of \$475,633 for the 2019 grant period to be utilized for the Inland Empire Regional Interoperability Project (CAD to CAD)

Authorize CONFIRE Administrative Committee Chair to sign the MOU and the CONFIRE Director to execute the provisions therein.

**ACTION:** *The CONFIRE Board of Directors approves the Memorandum of Understanding with the City of Riverside Urban Area Security Initiative (UASI) award of \$475,633 for the 2019 grant period to be utilized for the Inland Empire Regional Interoperability Project (CAD to CAD). The Board also authorizes the CONFIRE Administrative Committee Chair to sign the MOU and the CONFIRE Director to execute the provisions therein.*

**Motion by:** *Dawn Rowe, County of San Bernardino*

**Second:** *John DeMonaco, Chino Valley Independent Fire District*

**Ayes:** 7

*Dr. Rhodes Rigsby, City of Loma Linda-Yes*

*Ernest Cisneros, City of Colton-Yes*

*Eddie Tejeda, City of Redlands-Yes*

*Lynne Kennedy, City of Rancho Cucamonga-Yes*

*Dawn Rowe, County of San Bernardino-Yes*

*Dan Leary, Apple Valley Fire Protection District-Yes*

*John DeMonaco, Chino Valley Independent Fire District-Yes*

**Noes:** 0

**Abstain:** 0

**Absent:** 1

*Andy Carrizales, City of Rialto*

6. RESOLUTION 2020-01: FY 2020/21 BUDGET APPROVAL (**Attachments F & F1**)



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**ACTION REQUEST:** The Administrative Committee recommends the adoption of Board of Directors Resolution 2020-01 approving the FY 2020/21 budget as presented

Operating Fund (5008)	\$11,262.823
Equipment Reserve Funds (5009)	\$ 820,300
General Reserves (5010)	\$ 2,224,736
Term Benefit Fund (5011)	\$ 130,469

Discussion: Mayor Pro-Tem Kennedy requested that any item pertaining to an EMS Feasibility Study to be funded from the FY 20/21 Budget as discussed during the budget presentation be brought to the Board for consideration.

**ACTION:** *The CONFIRE Board of Directors accepts Resolution 2020-01 approving the FY 2020/21 budget as presented.*

**Motion by:** *Dan Leary, Apple Valley Fire Protection District*

**Second:** *Ernest Cisneros, City of Colton*

**Ayes:** 7

*Dr. Rhodes Rigsby, City of Loma Linda-Yes*

*Ernest Cisneros, City of Colton-Yes*

*Eddie Tejeda, City of Redlands-Yes*

*Lynne Kennedy, City of Rancho Cucamonga-Yes*

*Dawn Rowe, County of San Bernardino-Yes*

*Dan Leary, Apple Valley Fire Protection District-Yes*

*John DeMonaco, Chino Valley Independent Fire District-Yes*

**Noes:** 0

**Abstain:** 0

**Absent:** 1

*Andy Carrizales, City of Rialto*

7. Approval of personnel request items in the FY 2020/21 approved budget  
**(Attachment G)**
  - a. One (1) Computerized Mapping Analyst
  - b. Convert four (4) Dispatcher positions to four (4) Supervising Dispatcher positions.

**ACTION REQUEST:** Approve personnel requests as presented in the adopted budget.



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**ACTION:** *The CONFIRE Board of Directors approves the Computerized Mapping Analyst position and the conversion of four (4) dispatcher positions to four (4) supervising dispatcher positions as presented.*

**Motion by:** *Dawn Rowe, County of San Bernardino*

**Second:** *Dan Leary, Apple Valley Fire Protection District*

**Ayes:** 7

*Dr. Rhodes Rigsby, City of Loma Linda-Yes*

*Ernest Cisneros, City of Colton-Yes*

*Eddie Tejada, City of Redlands-Yes*

*Lynne Kennedy, City of Rancho Cucamonga-Yes*

*Dawn Rowe, County of San Bernardino-Yes*

*Dan Leary, Apple Valley Fire Protection District-Yes*

*John DeMonaco, Chino Valley Independent Fire District-Yes*

**Noes:** 0

**Abstain:** 0

**Absent:** 1

*Andy Carrizales, City of Rialto*

8. Election of officers: JPA by-laws item 12, paragraph a require that the board elect officers (chair and vice-chair) each year.

**ACTION REQUEST:** Request to vote in Chair and Vice-Chair to 1-year term.

**ACTION:** *The Board of Directors moves to elect Dr. Rhodes Rigsby and Council Member Ernest Cisneros to Chair and Vice Chair for the term of 1 year.*

**Motion by:** *Eddie Tejada, City of Redlands*

**Second:** *Lynne Kennedy, City of Rancho Cucamonga*

**Ayes:** 7

*Dr. Rhodes Rigsby, City of Loma Linda-Yes*

*Ernest Cisneros, City of Colton-Yes*

*Eddie Tejada, City of Redlands-Yes*

*Lynne Kennedy, City of Rancho Cucamonga-Yes*

*Dawn Rowe, County of San Bernardino-Yes*

*Dan Leary, Apple Valley Fire Protection District-Yes*

*John DeMonaco, Chino Valley Independent Fire District-Yes*

**Noes:** 0

**Abstain:** 0

**Absent:** 1

*Andy Carrizales, City of Rialto*



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## 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 pending litigation Claim No. 18W21F928762 Joel Rothschild V. Consolidated Fire Agencies (CONFIRE). One (1) case.

Personnel Matter: Director Information

*CONFIRE director Mike Bell gave his official retirement notice to the Board of Directors. Council Member Ernest Cisneros was added to the CONFIRE Director search committee, which will be headed by Chief Dan Harker.*

## ADJOURNMENT

**ACTION:** *To adjourn the CONFIRE Board of Directors' Meeting*

**Motion by:** *Dr. Rhodes Rigsby*

**Second:** *Ernest Cisneros*

**Ayes:** *7*

**Noes:** *0*

**Abstain:** *0*

**Absent:** *1*

*Andy Carrizales, City of Rialto*