



**CONFIRE**

5/29/2019

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**BOARD OF DIRECTORS MEETING**

WEDNESDAY, MAY 29, 2019

1:30 P.M.

LOMA LINDA – EOC  
25541 BARTON RD., LOMA LINDA

**MINUTES**

**OPENING**

Call to order – Chairperson Dr. Rhodes Rigsby

**ROLL CALL**

**BOARD OF DIRECTORS COMMITTEE**

Chairperson – Dr. Rhodes Rigsby, Mayor - City of Loma Linda  
Vice-Chairperson – Ernest R. Cisneros, Mayor Pro Tem – City of Colton  
Andy Carrizales, Council Member – City of Rialto  
Eddie Tejada, 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

**ADMINISTRATIVE COMMITTEE**

Chief Tim McHargue, Chairperson – Colton Fire Department  
Chief Ivan Rojer, Vice Chairperson – Rancho Cucamonga Fire District  
Chief Nathan Cooke – Redlands Fire Department  
Chief Don Trapp – San Bernardino County Fire Department  
Chief Dan Harker – Loma Linda Fire Department  
Chief Brian Park – Rialto Fire Department

**CONFIRE STAFF**

Mike Bell, Director  
Blessing Ugbo, IT Manager  
Tim Franke, Dispatch Manager



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John Tucker, Assistant Communications Manager  
Kristen Anderson, Assistant Communications Manager  
Liz Berry, Admin. Secretary I

## **GUESTS**

Ingrid Johnson  
Lynda Luna  
Vanessa Meyer  
Battalion Chief Tyler Johnson, Chino Independent Fire

## **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)

## **PRESENTATIONS**

- Lynda Luna – Retirement, 33 years as Emergency Services Dispatcher
- Ingrid Johnson – 30 years and acknowledgment as CPRA GIS Technologist of the Year
- Tim Franke – 20 years
- John Tucker – 20 years

## **CONSENT ITEMS**

The following items are 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 April 2, 2019 (**Attachment A**)
2. Financial Statements thru April 30, 2019 (**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 April 2, 2019 and financial statements thru April 30, 2019 as presented.*

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

**Second:** *Eddie Tejada, City of Redlands*

**Ayes:** 5

**Noes:** 0

**Abstain:** *1-Dawn Rowe*

**Absent:** 0



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

- *CAD to CAD consulting services awarded to Windbourne. Contract to be brought to Admin. Chiefs June 25<sup>th</sup>.*
- *CONFIRE continues to collaborate with large stakeholder group to develop ways to better deliver emergency medical services; one example is CONFIRE'S commitment to the ECNS program. The ECNS program focuses on low acuity 911 calls being triaged via a nurse to provide an appropriate response.*

**OLD BUSINESS**

None

**NEW BUSINESS**

3. **BROWN ACT COMPLAINT – Oral Report**  
*Director Bell was called to the District Attorney's office because of a complaint regarding Brown Act compliance. Every effort is being made to comply on all levels.*
4. **ADOPTION OF FY 2019/20 BUDGET (Attachments C1 thru C3\*)**  
*Adopt the FY 19/20 Budget as presented by the CONFIRE Director and submitted by the Administrative Committee and authorize the Administrative Committee to expend approved funds listed below as delegated to the CONFIRE Director.*

<i>Operating Fund (5008)</i>	<i>\$10,481,868</i>
<i>Equipment Reserve Funds (5009)</i>	<i>\$ 1,401,576</i>
<i>General Reserves (5010)</i>	<i>\$ 790,000</i>
<i>Term Benefit Fund (5011)</i>	<i>\$ 65,000</i>
<i>Total FY 19/20 Expenditures</i>	<i>\$12,738,444</i>

*Approve the transfer of San Bernardino County portion of Equipment Reserve Funds (5009) from CONFIRE to San Bernardino County Fire on or before June 30, 2019. The amount as of April 30, 2019 is \$2,904,010. This amount is subject to change based on year-end expenditures and will be adjusted accordingly with mutual approval from the CONFIRE Admin Committee and San Bernardino County.*

*\*Please note: Attachment C3 was amended and provided to all parties.*



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**ACTION REQUEST: The Administrative Committee recommends approving the 2019/2020 Budget as presented. (Power Point)**

**ACTION:** *The CONFIRE Board of Directors accepts and approves the FY 19/20 Budget*

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

**Second:** *Eddie Tejada-City of Redlands*

**Ayes:** *6*

**Noes:** *0*

**Abstain:** *0*

**Absent:** *0*

5. APPLE VALLEY MEMBERSHIP RESOLUTION (**Attachments D1 thru D5**)

*Adopt Resolution 2019 – 05 recommending membership for the Apple Valley Fire Protection District to the Consolidated Fire Agencies Joint Powers Agreement. This resolution must be passed unanimously. If approved each member agency would then be required to obtain approval of a resolution by their governing board accepting Apple Valley Fire Protection District into the JPA and amending the agreement accordingly.*

**ACTION REQUEST: Consideration/Approval of Resolution 2019-05 (D3): Recommendation to Admit Apple Valley Fire Protection District as a Party to Consolidated Fire Agencies' Joint Powers Agreement.**

**ACTION:** *The CONFIRE Board of Directors accepts & approves Resolution 2019-05.*

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

**Second:** *Andy Carrizales-City of Rialto*

**Ayes:** *6*

**Noes:** *0*

**Abstain:** *0*

**Absent:** *0*

6. CHINO VALLEY FIRE MEMBERSHIP UPDATE (**Attachments E1 thru E6\***)

*It is necessary to revise the process that was initiated at the April 2, 2019 CONFIRE Board of Directors meeting. It was determined upon closer inspection that the sample resolution provided to the member agencies by the Director was not sufficient to complete the process for admission as a member since it lacked the actual amendment to the original JPA Agreement. Additionally, the Apple Valley Fire Protection District has subsequently requested membership to the JPA.*

*It is necessary to revise the sample resolution for the amended JPA agreement that was distributed to member agencies for the addition of Chino Valley Fire District and to add*



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*the Apple Valley Fire District to the amendment to the JPA agreement for consideration of each member agency.*

*\*Please note: Attachment E2 was amended and provided to all parties.*

*\*\*Please note: Attachment E6 was added and provided to all parties.*

**ACTION REQUEST: Consideration/Approval of motion to direct Director Bell or designee to transmit the following to member agencies, Apple Valley Fire Protection District, and Chino Valley Independent Fire District for consideration/approval: Sample Resolution Authorizing Second Amendment to Joint Powers Agreement of the Consolidated Fire Agencies ("CONFIRE") to admit Chino Valley Independent Fire District as a Party and Apple Valley Fire Protection District as a Party.**

**ACTION:** *Direct Director Bell to distribute Second Amendment to JPA Agreement to admit Chino Valley & Apple Valley parties to the JPA to member agencies for consideration by their respective governing boards.*

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

**Second:** *Andy Carrizales-City of Rialto*

**Ayes:** *6*

**Noes:** *0*

**Abstain:** *0*

**Absent:** *0*

7. 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:** *Dr. Rhodes Rigsby nominated and accepted as Chair and Ernest Cisneros nominated and accepted as vice chair*

**Motion by:** *Ernest Cisneros and Dr. Rhodes Rigsby*

**Second:** *n/a*

**Ayes:** *6*

**Noes:** *0*

**Abstain:** *0*

**Absent:** *0*

## CLOSED SESSION

1. Pursuant to California Government Code Section 54956.9(a) The Committee will meet in closed session to confer with legal counsel regarding (1) case of pending litigation Claim No. 18W21F928762 Joel Rothschild V. Consolidated Fire Agencies (CONFIRE). One (1) case.



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2. Pursuant to California Government Code Section 54956.9(a) The Committee will meet in closed session to confer with legal counsel regarding one 91) case of pending litigation Claim No. 1936649; Cynthia Rowe V. Confire, et al. One (1) case.

No Action taken during closed session.

#### **ADJOURNMENT**

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

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

Second: *None required*

**Ayes:** *6*

**Noes:** *0*

**Abstain:** *0*

**Absent:** *0*