

City of Highland Public Safety Subcommittee Agenda

SUBCOMMITTEE MEMBERS

JESSE CHAVEZ, MEMBER
PENNY LILBURN, MEMBER

December 20, 2022
10:00 a.m.
Upright Conference Room
Highland City Hall
27215 Base Line
Highland, California

STAFF

Joseph A. Hughes - City Manager
Chuck Dantuono - Director of Administrative Services/City Treasurer
Lawrence Mainez - Community Development Director
Carlos Zamano - Public Works Director/City Engineer
Alondra Muñoz - Deputy City Clerk



MISSION STATEMENT

Highland is dedicated to the betterment of the individual, the family, the neighborhood and the community. The City Council and the staff of Highland are dedicated to providing the quality of public facilities and services that its citizens are willing to fund and will do so as efficiently as possible.

Visit the City's Website at: www.cityofhighland.org

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance, please contact the City Clerk's office at (909) 864-6861, ext. 226, at least 72 hours prior to the meeting for any requests for reasonable accommodation to include interpreters.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the City of Highland to all or a majority of the Subcommittee less than 72 hours prior to that meeting are available for public inspection at Highland City Hall, 27215 Base Line, Highland, during normal business hours.

**PUBLIC SAFETY SUBCOMMITTEE
DECEMBER 20, 2022 – 10:00 a.m.**

CALL TO ORDER

PUBLIC COMMENT

Submission of Public Comments: For those wishing to make public comments by email, please submit your comments by email to be read aloud at the meeting. Email comments must be submitted by 9:00 a.m. on December 20, 2022, to publiccomment@cityofhighland.org. If you are submitting a public comment pertaining to an item on the December 20, 2022 agenda, please identify the agenda item number in the subject line. Members of the public will be permitted to make public comments in person.

BUSINESS ITEMS

1. Minutes – December 14, 2021 Meeting
RECOMMENDATION: Approve the Minutes as submitted.
2. Update on San Bernardino County Ambulance Service Agreement
RECOMMENDATION: Staff recommends the Subcommittee review the proposed agreement and bring forward to the City Council for consideration.
3. General Update on Police and Fire Services
RECOMMENDATION: Staff recommends the Subcommittee receive general update on services provided by Police and Fire.

ADJOURN

I, Alondra Muñoz, Deputy City Clerk, of the City of Highland, California, certify that I caused to be posted this Agenda on or before the 15th day of December, 2022, by 5:30 p.m. on our website at www.cityofhighland.org and in the following designated areas:

Highland Branch Library
7863 Central Avenue

Fire Station No. 1
26974 Base Line

City Hall
27215 Base Line

Date: December 14, 2022


Alondra Muñoz
Deputy City Clerk

Business Item No. 1

**MINUTES
PUBLIC SAFETY SUBCOMMITTEE
DECEMBER 14, 2021**

CALL TO ORDER

The Public Safety Subcommittee meeting was called to order at 5:15 p.m. at the Upright Conference Room, 27215 Base Line, Highland, California.

ROLL CALL

Present: Lilburn
Absent: Chavez

PUBLIC COMMENT

Mike O'Conner, owner of Gorgonio Apartments located at 25863 Pacific Street, spoke regarding his concerns for traffic safety and homeless population in the area around his property.

BUSINESS ITEMS

1. Review Minutes of June 23, 2020 Meeting
Minutes approved as submitted
2. Install Multi-Way Stop Signs at Highland Avenue/Cloverhill Drive

Administrative Assistant Rodrigues read public comment received from Fred Yauger expressing East Highlands Ranch Board of Director support of staff's recommendation.

Subcommittee reviewed and approved the item to be brought forward to the City Council for consideration.

ADJOURN

There being no further business, the meeting was adjourned at 5:29 p.m.

Submitted by:

Approved by:

Alondra Muñoz, Deputy City Clerk

Subcommittee Member

Business Item No. 2

DECLINATION
CONFIRE EMS DIVISION CONTRACT AGENCY
City of Highland

I.
RECITALS

- A. On October 26, 2021, the San Bernardino County Board of Supervisors (“BOS”) directed staff to initiate a competitive process to award contracts to provide emergency ambulance and interfacility transport services within eight (8) Health and Safety Code section 1797.224 exclusive operating areas (“EOAs”) in the County of San Bernardino (“County”) and to engage stakeholders regarding the potential inclusion of additional EOAs within such competitive process.
- B. On October 26, 2021, the BOS approved an extension of the County’s contract with its existing emergency ambulance and interfacility transport services provider through March 31, 2024.
- C. On January 11, 2022, the BOS approved a contract between County and EndPoint Consulting LLC to develop a request for proposals (“RFP”) to award a contract for the provision of emergency ambulance and interfacility transport services within the County’s existing EOAs numbered 1, 2, 3, 4, 5 ,6, 7 ,8, 9, and 12a, subject to change based on County policy direction.
- D. The County anticipates issuing a request for proposals (“RFP”) upon receiving the RFP back from the State EMSA.
- E. In anticipation of the issuance of the RPF, CONFIRE adopted Administrative Committee Policy 6.002, entitled EMS Division Subsidiary Committee.
- F. Administrative Committee Policy 6.002 requires that all interested Agencies shall formally decline participation in the EMS Division, in writing, no later than December 31, 2022.
- G. Administrative Committee Policy 6.002 also provides that an agency that initially declines participation in the EMS Division cannot join the EMS Division until CONFIRE seeks an extension of the contract with ICEMA (estimated to be 2029).

II.
AGREEMENT
(“Declaration of Declination”)

- 1. The recitals set forth above are adopted as part of this Declaration of Declination.
- 2. The City of Highland hereby declares its intent to decline participation in the EMS Division as required by Policy 6.002.

3. The City of Highland acknowledges that City of Highland may not join the EMS Division until the initial extension of the contract with ICEMA.
4. The individual executing this Agreement on behalf of the City of Highland warrants that they are authorized to execute the Agreement on behalf of the City of Highland.

IN WITNESS WHEREOF, the undersigned Party executes this Declaration of Declination as of the date listed below.

City of Highland

Date: _____, 2022

By: _____

Print Name: _____

Its: _____

Business Item No. 3

San Bernardino County Sheriff's Schedule A for FY
2022-2023

**SCHEDULE A
LAW ENFORCEMENT SERVICES CONTRACT
CITY OF HIGHLAND
FY 2022-23**

ROLLOVER WITH SALARY INCREASES FOR STAFF EFFECTIVE 07-30-2022

<u>LEVEL OF SERVICE</u>	<u>FY 2022-23 COST</u>
1 - Captain	\$ 481,770 ¹
1 - Lieutenant	368,926 ¹
6 - Sergeant	1,890,318 ¹
3 - Detective/Corporal	794,499 ¹
24 - Deputy Sheriff Tier 2	5,293,032 ¹
4 - Sheriff's Service Specialist	351,104 ¹
1 - Secretary	81,022 ¹
4 - Office Specialist	323,488 ¹
14 - Marked Unit	256,843 ²
7 - Unmarked Unit	53,685 ²
1 - Mini Van	5,398 ²
2 - Command Staff Vehicle	20,137 ²
3 - Pickup truck	24,271 ²
2 - Citizen Patrol - Ford Escape	12,738 ²
1 - Citizen Patrol Donated SUV (Equip & Comm Only)	1,625 ³
Dispatch Services	469,924 ¹
60 - HTs (Amortization, Access & Maintenance)	84,540
33 - Taser Replacement (Amortized over 5-years)	11,088
Administrative Support	60,114
Office Automation	169,854
Services & Supplies	48,600
Vehicle Insurance	154,905
Personnel Liability & Bonding	324,370
Workers' Comp Experience Modification	40,340
Law Enforcement Experience Modification	200,492
County Administrative Cost	326,433
Revised Cost for FY2022-23	\$ 11,849,516 ¹
Original Cost	(11,567,858)
Net Increase	\$ 281,658

Monthly Payment Schedule

1 st payment due July 15, 2022:	\$963,990
2 nd through 12 th payments due the 5 th of each month:	\$963,988

Increased MOU Cost Quarterly Payment Schedule

1st Quarter	\$ 70,414.50
2nd Quarter	70,414.50
3rd Quarter	70,414.50
4th Quarter	70,414.50
	\$ 281,658

¹ Personnel costs include salary and benefits and are subject to change by Board of Supervisors' action. Changes in salary and benefit costs will be billed to the City on a quarterly invoice.

² Vehicle costs do not include fuel and maintenance. The City is responsible for fuel, repair and maintenance of all contract vehicles, including collision damage. All fuel, repair and maintenance costs incurred by the County will be billed to the City on a quarterly invoice.

³ No replacement cost is included for grant funded or donated vehicles.

SCHEDULE A
LAW ENFORCEMENT SERVICES CONTRACT
CITY OF HIGHLAND
FY 2022-23

Cost of 1-Deputy Sheriff for Water Company Assignment
WITH SALARY INCREASES FOR STAFF EFFECTIVE 07-30-2022

<u>LEVEL OF SERVICE</u>	<u>FY 2022-23</u> <u>COST</u>
1 - Deputy Sheriff Tier 2	220,543 ¹
1 - Marked Unit	18,346 ²
Dispatch Services	17,405 ¹
1 - HTs (Amortization, Access & Maintenance)	1,409
1 - Taser Replacement (Amortized over 5-years)	336
Administrative Support	2,226
Services & Supplies	1,800
Vehicle Insurance	5,623
Personnel Liability & Bonding	9,136
Workers' Comp Experience Modification	958
Law Enforcement Experience Modification	5,008
County Administrative Cost	7,974
Revised Cost for FY2022-23	\$ 290,764 ¹
Original Cost	(285,356)
Net Increase	\$ 5,408

Monthly Payment Schedule

1 st payment due July 15, 2022:	\$24,234
2 nd through 12 th payments due the 5 th of each month:	\$24,230

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Cal FIRE Schedule A for FY 2020-2021 thru
2024/2025

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Comments: This is a Schedule A - 4142 of the Cooperative Agreement, dated July 1, 2020 between "City of Highland" and The California Department of Forestry and Fire Protection (CAL FIRE)

	CAL FIRE Unit Chief	
	CAL FIRE Region Chief	

Number of Positions	Classification/ad-ons (Pick From List)	RET.	Period	Salary Months	Salary Rate	Total Salary	EDWC Rate	EDWC Periods	Total EDWC	Salary Benefits	FFI UI	EDWC Benefits	Total Salary & EDWC	Total Position Cost
1	Fire Apparatus Engineer (Paramedic)	POF		12	\$5,458	\$65,496	\$3,267	12	\$39,204	\$61,108	\$0	\$21,578	\$187,386	\$233,213
1	Longevity Pay Differential - 7%	POF		12	\$0	\$4,585			\$0	\$4,278		\$0	\$8,862	
1	Education Incentive Pay Differential	POF		12	\$75	\$900			\$0	\$840		\$0	\$1,740	
1	Paramedic Recruitment and Retention - 500	POF		12	\$500	\$6,000			\$0	\$2,930		\$0	\$8,930	
	Overtime	POF	9 Shifts		\$0	\$0			\$0	\$0		\$0	\$0	
						\$25,920			\$0	\$376		\$0	\$26,296	
7	Fire Fighter II (Paramedic)	POF		12	\$4,917	\$413,028	\$2,973	12	\$249,732	\$385,355	\$0	\$137,452	\$1,185,568	\$1,481,805
7	Longevity Pay Differential - 7%	POF		12	\$0	\$28,912			\$0	\$26,975		\$0	\$55,887	
7	Education Incentive Pay Differential	POF		12	\$75	\$6,300			\$0	\$5,878		\$0	\$12,178	
7	Paramedic Recruitment and Retention - 500	POF		12	\$500	\$42,000			\$0	\$20,509		\$0	\$62,509	
	Overtime	POF	9 Shifts		\$0	\$0			\$0	\$0		\$0	\$0	
						\$163,296			\$0	\$2,368		\$0	\$165,664	
	Overtime				\$0	\$0	\$0	0	\$0	\$0	\$0	\$0	\$0	\$0
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Fiscal Year: 2020
 Index: 3500
 PCA: 37260
 PRC:

Uniform Benefits	\$247
Sub Total	\$18,447
Admin	\$2,166
Total	\$20,604

Contract Name: City of Highland
 Contract No.: 3CA04817
 Page No.: 18

Comments

This is a Schedule A - 4142 of the Cooperative Agreement, dated July 1, 2020 between "City of Highland" and The California Department of Forestry and Fire Protection (CAL FIRE)

Category (Pick from List)	Details	Number	Months	Rate	Sub-Total	1.45%	
						Uniform Benefits	Total
UNIFORM ALLOWANCE FOR BUS		8.00	12.00	\$178	\$ 17,040	\$ 247	\$ 17,287
UNIFORM ALLOWANCE FOR COMM OP		0.00	12.00	\$104			
OTHER ITEMS OF EXPENSE	InTime	8.00	1.00	\$70	\$ 560		\$ 560
TRAINING	Target Solutions	8.00	1.00	\$75	\$ 600		\$ 600
COMMUNICATIONS	Radio Maint	0.00	12.00	\$257			
COMMUNICATIONS	Radio Tech	0.00	12.00	\$122			
COMMUNICATIONS	Tablet Command	0.00	1.00	\$500			

Fiscal Year: 2020
 Index: 3500
 PCA: 37261
 PRC:

Uniform Benefits	\$417
Sub Total	\$42,468
Admin	\$4,964
Total	\$47,432

Contract Name: City of Highland

Contract No.: 3CA04817
 Page No.: 20

Comments

This is a Schedule A - 4142 of the Cooperative Agreement, dated July 1, 2020 between "City of Highland" and The California Department of Forestry and Fire Protection (CAL FIRE)

Category (Pick from List)	Details	Number	Months	Rate	Sub-Total	1.45% Uniform Benefits	Total
UNIFORM ALLOWANCE FOR BUS		13.50	12.00	\$178	\$ 28,755	\$ 417	\$ 29,172
UNIFORM ALLOWANCE FOR COMM OP		2.00	12.00	\$104	\$ 2,500		\$ 2,500
OTHER ITEMS OF EXPENSE	InTime	15.50	1.00	\$70	\$ 1,085		\$ 1,085
TRAINING	Target Solutions	15.50	1.00	\$75	\$ 1,163		\$ 1,163
COMMUNICATIONS	Radio Maint	1.00	12.00	\$257	\$ 3,084		\$ 3,084
COMMUNICATIONS	Radio Tech	1.00	12.00	\$122	\$ 1,464		\$ 1,464
COMMUNICATIONS	Tablet Command	4.00	1.00	\$500	\$ 2,000		\$ 2,000
VEHICLE OPERATIONS	Maintenance	1.00	1.00	\$2000	\$ 2,000		\$ 2,000

EXHIBIT D, SCHEDULE A

Contractor: City of Highland

Contract No: 3CA04817

Page No:21

Highland 2020-2025 LG-1 Contract

	20/21	21/22	22/23	23/24	24/25
Fire PS	\$ 3,340,183	\$ 3,678,640	\$ 3,862,572	\$ 4,055,701	\$ 4,429,934
Fire OE	\$ 47,432	\$ 49,804	\$ 52,294	\$ 54,909	\$ 57,654
Medic PS	\$ 1,915,504	\$ 2,011,279	\$ 2,111,843	\$ 2,217,435	\$ 2,328,307
Medic OE	\$ 20,604	\$ 21,634	\$ 22,716	\$ 23,852	\$ 25,045
Total	\$ 5,323,723	\$ 5,761,357	\$ 6,049,425	\$ 6,351,897	\$ 6,840,940

Plus 1/2 BC

Plus 1/2 BC

Plus 1/2 BC

Agreement Total

\$ 30,327,342