

**SAN BERNARDINO REGIONAL EMERGENCY TRAINING CENTER
JOINT POWERS AUTHORITY**

January 6, 2022 1:30 pm

**Administrative Offices of the
Emergency Training Center Joint Powers Authority
2235 E. Perimeter Road, San Bernardino, California**

REGULAR MEETING MINUTES

1. **Call to Order:** Meeting was called to order at 1:34 p.m. by Stephanie Houston.
2. **Roll Call: Quorum Present**
Present: Stephanie Houston, President; Cristal Terredanio, Secretary; Kevin Horan, member; Chris Bowden, member; Dan Mejia, member; Dan Word, alternate.
Absent: Grant Hubbell, Vice President; William Rehbaum, Treasurer; Michael Alder, member.
Guest: Mike Burrows
3. **Approval of November 8, 2021 minutes:**
Minutes for November 8, 2021 were accepted as written. M/S/A Horan/Bowden.
Vote was verbal and recorded:

Houston	Aye
Mejia	Aye
Terredanio	Aye
Horan	Aye
Bowden	Aye
Word	Aye
Nay-	None
4. **Administration/Operations Reports- Handouts provided by Cristal Terredanio**
Program Administrator discussed repairs and maintenance. Clark Pest Control conducted regular maintenance. Landscaping and Janitorial services as scheduled. Specialized elevator has not serviced the elevator since June. The center has clients enrolled for courses as far out as May 2022. Chino Valley Fire District is a new client that will be training with us in January. In December SBRETC had 5 classes, served 70 students, and trained with 12 different departments. Cristal shared that the 2022 Calendars are in and passed a copy out to the board members. Chris Bowden shared that Red Bull film crew filmed at our facility in November. Red Bull was doing an article on LA City Fire and wanted to get some shots during their training.
5. **Agenda Items:**
 - A.) **Treasurer's – Budget Report**
Treasurer was not in attendance at this meeting, but he did prepare and provided the Treasury Report for the meeting. Notes with the report stated December Expenses of \$99,181 exceeded Revenue of \$66,505 by (\$32,676). YTD Revenue of \$234,595 exceeds YTD Expenses of \$234,566 by \$29. Quarterly Instructor Charges have still not been completed as we are waiting for new agreement between the ARFF and County

**SAN BERNARDINO REGIONAL EMERGENCY TRAINING CENTER
JOINT POWERS AUTHORITY**

Fire. Expect a full year of instructor chargebacks at some point. Or at least a chargeback from July to Current whenever this is rectified.

Motion to accept the report was made. Motion approved. M/S/A Horan/Mejia.

Vote was verbal and recorded:

Houston	Aye
Mejia	Aye
Terredanio	Aye
Horan	Aye
Bowden	Aye
Word	Aye
Nay-	None

6. Old Business:

A.) Update from Task Force/Long Term Planning workgroup

- 1.) SBCCD update – Houston stated they had their December reorganization meeting. Houston continues as Trustee of Representative on the JPA.
- 2.) SBFDD update – Tabled to next meeting
- 3.) Airport update – Airport received a 3-million-dollar grant from the EDA. Construction will be done through the Fuel Farm. In December they awarded a companion project to allow additional traveling on the south side of 3rd street. Amazon is up to 11 flights a day; UPS is down to 6 flights and Fedex is about 1-2 flights a day.

B.) Instructor Chargeback rates

Chris received a request for documentation to be able to process the chargebacks. We are still waiting to hear back after the meeting with Chief Washington and Katrina that they had back in September. Mejia stated Corey will have to be briefed on the situation because Katrina is not in that position anymore.

C.) Pro Board workgroup – C. Bowden

Tabled until next meeting.

D.) SCBA's – C. Bowden

Per Mejia, Scott Runyan has reached out, he's reengaged and stated he wants to get this on to the Board of Supervisors meeting in February. Changes and recommendations were made to the contract, and it was sent back. No replies yet.

ARFF Vehicle – C. Bowden

Chris received the spec sheet from E-One. The sheet was forwarded to Dale Sandoval, he is supporting with RFP. Dale Sandoval is looking in to leasing options and will provide more info by the next meeting. Kevin Horan spoke to Jason Torres about other options and will follow up with him.

E.) Strategic Priorities – JPA Board

Hand out provided and reviewed. Mejia stated that they are expecting a lot of changes on the County Fire side. Waiting for Chief Hubbell to return, Mejia is going to retire and Will Rehbaum is also retiring. Houston suggested scheduling a longer session/meeting in March to review this form. Board decided to read handout individually and add this item back to the agenda next month.

**SAN BERNARDINO REGIONAL EMERGENCY TRAINING CENTER
JOINT POWERS AUTHORITY**

7. New Business:

A.) Tractor – C. Bowden

We have a tractor that we are using from the county. County needs their tractor back, the center needs its own tractor. Quotes provided. Kevin made a motion to purchase the lowest bid tractor, JCB, and to move money from our cash reserves approximately \$80,000 to the line item needed to purchase the tractor. Kevin asked about operator tractor training. Chris stated he will tie in with the county training programs to make sure personnel are properly trained and have a sign in sheet. Motion approved. M/S/A Horan/Bowden.

B.) Treasurer resignation – C. Terredanio

Will Rehbaum earlier today submitted his resignation from the San Bernardino Regional Training Center board of directors, effective immediately. Letter provided. Discussion of replacements discussed. Mejia stated he would reach out to Corey to run reports and attend meetings.

8. Next meeting agenda items:

Public Comment: Mike Burrows shared about the construction being done in the front of the training center.

9. Next Meeting: February 16, 2022 @ 1:30 p.m. *Please submit all agenda items to Program Administrator by February 2, 2022.

10. Adjournment: Meeting adjourned by Stephanie Houston at 2:18 p.m.

Consensus to adjourn.
Houston Aye
Mejia Aye
Terredanio Aye
Horan Aye
Bowden Aye
Word Aye
Nay- None

