

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

November 8, 2021 12:30 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 1:36 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.
Absent: Grant Hubbell, Vice President; William Rehbaum, Treasurer; Michael Alder, member; Dan Word, member.
Guest: None
3. **Approval of October 14, 2021 minutes:**
Minutes for October 14, 2021 were accepted as written. M/S/A Horan/Mejia.
Vote was verbal and recorded:

Houston	Aye
Mejia	Aye
Terredanio	Aye
Horan	Aye
Bowden	Aye
Nay-	None
4. **Administration/Operations Reports- Handouts provided by Cristal Terredanio**
Due to Program Administrator losing her voice Chris Bowden 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. Chris Bowden also discussed roofing issues the center has been having. Claims have made to the warranty company and maintenance will be done on the roof. The center has clients enrolled for courses as far out as January 2022. In October SBRETC had 3 classes, served 36 students, and trained with 14 different departments.
5. **Agenda Items:**
 - A.) **Treasurer's – Budget Report**
Treasurer was not in attendance at this meeting, but his assistant LaTina prepared and provided the Treasury Report for the meeting. JPA Board reviewed the report. Chris stated that Cristal pulled some Airgas invoices for him to see if any money could be saved on tank rentals. Motion to accept the report was made. Motion approved. M/S/A Horan/Bowden.
Vote was verbal and recorded:

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

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

6. Old Business:

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

- 1.) SBCCD update – Kevin shared about the leadership tour they had with the airport/Unical.
- 2.) SBFD update – No new information. Board will continue to reach out to Munsey. Tabled to next meeting
- 3.) Airport update – Tabled to next meeting.

B.) Instructor Chargeback rates

Hubbell, Bowden, Chief Washington, and Katrina had a meeting a few weeks back. Since then, Katrina is transitioning out of her position, so Hubbell sent out an email to Nidia. Nidia is the person that is going to be put in charge of contracts once Katrina has left. CFAA rates discussed. Chief Mejia will follow up with both Katrina and Nidia to see where we are at with this.

C.) Pro Board workgroup – C. Bowden

No new info. Tabled until next meeting.

D.) SCBA's – C. Bowden

A meeting was scheduled but it had to be cancelled. Meeting needs to be rescheduled.

E.) ARFF Vehicle – C. Bowden

Chris met with Dale Sandoval this morning. They will get started on the RFP. Questions arose about purchasing/leasing the ARFF vehicle. Dale was going to reach out to a few people to ask some questions. Working things out on the financing side may take a while. Kevin stated as a backup plan he will speak to Jose about the Measure CC Bond program.

F.) Strategic Priorities – JPA Board

Consensus Wall Activity chart reviewed and discussed. Next steps to putting the statements in to action discussed. Stephanie asked the board if there were any bullet points that they would like to start putting in to action. Stephanie discussed starting a timeline. Mejia spoke about the develop personnel column. Reaching out to airport for lease discussion was discussed. Stephanie stated she will create a template and bring it to the next meeting. Stephanie is going to take the relationship column and will try to connect with Munsey about reaching out to the airport.

7. Next meeting agenda items: none

8. Next Meeting: January 6, 2022 @ 1:30 p.m. *Please submit all agenda items to Program Administrator by December 20, 2021.

9. Adjournment: Meeting adjourned by Stephanie Houston at 2:37 p.m.

Consensus to adjourn.

Houston Aye

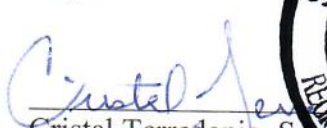
Mejia Aye

Terredanio Aye

Horan Aye

Bowden Aye

Nay-


Cristal Terredanio, Secretary
Joint Powers Authority

