

**SAN BERNARDINO REGIONAL EMERGENCY TRAINING CENTER**

**JOINT POWERS AUTHORITY**

**February 2, 2017 1:30 p.m.**

Administrative Offices of the

Emergency Training Center Joint Powers Authority – Conference Room

2235 E. Perimeter Road, San Bernardino, California 92408-0216

**MEETING MINUTES**

**1. Call to Order-** At 1:31 pm by JPA Board Vice President, Darrayl Felgar

**2. Roll Call-** Quorum Present

Present: Darrayl Felgar, Vice President; Donna Ferracone, Member; Dan Mejia, Member; John Chamberlin, Member; Tim Porter, Member; June Yamamoto, Alternate Member

Others Present: Robert Edie, Michael Sadsad, Rob Edie, Chief Dan Munsey, and Christina Sweeting

**3. Approval of: Minutes December 1, 2016**

Motion was made to approve minutes of October 6, 2016 by Yamamoto, 2nd by Felgar.

Vote was verbal and recorded.

<b>June Yamamoto</b>	<b>Aye</b>
<b>Tim Porter</b>	<b>Aye</b>
<b>Darrayl Felgar</b>	<b>Aye</b>
<b>John Chamberlin</b>	<b>Aye</b>
<b>Dan Mejia</b>	<b>Aye</b>
<b>Donna Ferracone</b>	<b>Aye</b>

**4. Treasurer's Report-** Michael Sadsad

-The Auditor report is complete and signed by John Chamberlin

-Financial Statement already approved, 4 findings resulting from paperwork error by using QuickBooks

-Accounting tech will be doing reconciliation on a monthly basis

-Insurance 2235 Liability Insurance increase, need to search for new insurance separate from County

- Need to discuss setting up a reserve policy for next meeting.

Motion was made to approve the annual audit by Ferracone, 2<sup>nd</sup> Chamberlin

Vote was verbal and recorded.

<b>June Yamamoto</b>	<b>Aye</b>
<b>Tim Porter</b>	<b>Aye</b>
<b>Darrayl Felgar</b>	<b>Aye</b>
<b>John Chamberlin</b>	<b>Aye</b>
<b>Dan Mejia</b>	<b>Aye</b>
<b>Donna Ferracone</b>	<b>Aye</b>

**5. Administration/Operations Report**

San Bernardino Regional Emergency Training Center

Administrative/Operations Report

February 2, 2017

**REPAIRS AND MAINTENANCE-**

County Hand Crew: January 24-26

Coats Heating and Cooling: September 15

Cliff's Pest Control: December 22, January 26

Avalon Cleaning: December 7, 14, 21,

Specialized Elevator: January 4

Bestway Laundry Repair Service - December 12, January 3  
Mijac Semi Alarm Test- January 10  
Crafton Hills College Projector Install- January 20

**MARKETING/PUBLIC RELATIONS-**

Postings on ARFF WG  
E-Newsletter  
Postings on social media

**UPCOMING TRAININGS**

1/26/17	Pt 139 Recert
2/22-24/17	EVOC Course
3/6-10/17	ARFF Basic/Fire Control 5
3/22/17	Pt 139 Recert
3/24/17	Pt 139 Recert
3/28/17	Pt 139 Recert
4/3/17	CARs
4/6/17	CARs
4/13/17	Pt 139 Recert

**FACILITY USE-**

San Bernardino County Hazmat Meeting

**6. Agenda Items**

1.) Election of Officers

Slate vote instead of individual vote:

President- John Chamberlin  
Vice President- Donna Ferracone  
Treasury- Darrayl Felgar  
Secretary-Tim Porter

Motion was made to approve slate vote election of officers for 2017-2018 by Ferracone, 2nd by Felgar.

Vote was verbal and recorded.

<b>June Yamamoto</b>	<b>Aye</b>
<b>Tim Porter</b>	<b>Aye</b>
<b>Darrayl Felgar</b>	<b>Aye</b>
<b>John Chamberlin</b>	<b>Aye</b>
<b>Dan Mejia</b>	<b>Aye</b>
<b>Donna Ferracone</b>	<b>Aye</b>

2.) Form 700

-Forms completed by all members

3.) Unical Waterdrops

- HyDrop is an Israel based company that would like to present a live demo at the training facility. Hydrop pellets are filled with water, foam or any fire retardant material from any general purpose cargo airplane having a cargo door, or from any general purpose cargo helicopter having sling load capability of at least three tons.
- Would like to drop the pellets for a test run
- Hand crew will be paid to clean up for \$250 each day
- February 20 and February 23 are scheduled for demo practice
- Need a liability clause to cover any damages that are incurred by the water drops

Motion was made to sign a contractual obligation with HyDrop for a cost of \$3.00 per gallon of propane, \$750 for the hand crew and a liability agreement that would cover any damages incurred by the demonstration by Chamberlin, 2<sup>nd</sup> by Porter

<b>June Yamamoto</b>	<b>Aye</b>
<b>Tim Porter</b>	<b>Aye</b>
<b>Darrayl Felgar</b>	<b>Aye</b>
<b>John Chamberlin</b>	<b>Aye</b>
<b>Dan Mejia</b>	<b>Aye</b>
<b>Donna Ferracone</b>	<b>Aye</b>

4.) Parking/Storage of Rosenbauer

- Rob Edie proposed to store the Rosenbauer at station 233, San Bernardino Airport Station
- Station 226, County crews have been tasked with doing daily inspections on the ARFF rigs, Rosenbauer would get regularly inspections
- County Fire would benefit by having an ARFF rig available for their fire protection needs at all hours

Motion was made to approve parking the Rosenbauer at station 233 provided that it is not driven and not parked outside by Chamberlin, 2<sup>nd</sup> Ferracone

<b>June Yamamoto</b>	<b>Aye</b>
<b>Tim Porter</b>	<b>Aye</b>
<b>Darrayl Felgar</b>	<b>Aye</b>
<b>John Chamberlin</b>	<b>Aye</b>
<b>Dan Mejia</b>	<b>Aye</b>
<b>Donna Ferracone</b>	<b>Aye</b>

5.) Vendor Booth Giveaway

- Rob Edie proposed create a daily raffle for a free Pt 139 Recert Live Burn training

Motion was made to approve a giveaway for two vouchers for a Pt 139 Recert Live Burn training by Ferracone, 2<sup>nd</sup> Porter

<b>June Yamamoto</b>	<b>Aye</b>
<b>Tim Porter</b>	<b>Aye</b>
<b>Darrayl Felgar</b>	<b>Aye</b>
<b>John Chamberlin</b>	<b>Aye</b>
<b>Dan Mejia</b>	<b>Aye</b>
<b>Donna Ferracone</b>	<b>Aye</b>

7. **Old Business**

- 1.) Orientation PowerPoint
- 2.) Grants
  - Could benefit from calling grant writers
  - Possibly hire a grant company
  - Call Steve Sutorus regarding Grants to see if we can see examples

8. **Public Comment** N/A

9. **Next Meeting:** February 2, 2017 at 1:30 p.m. until 3:00p.m.

10. **Adjournment** – Meeting adjourned at 2:30 p.m.