

**SAN BERNARDINO REGIONAL EMERGENCY TRAINING CENTER**

**JOINT POWERS AUTHORITY**

**December 10, 2015 1:00 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 9:05 am by JPA Board President, Alan Duggan

**2. Roll Call-** Quorum Present

Present: Alan Duggan, President; Cheryl Marshall, Secretary; Donna Ferracone, Member; Chief Tom Hannemann, Member

Others Present: June Yamamoto, Monica Larson, Michael Sadsad, and Christina Sweeting

**3. Approval of: Minutes December 10, 2015**

Motion was made to approve minutes of December 10, 2015 by Duggan, 2nd by Hannemann.

Vote was verbal and recorded.

**Alan Duggan Aye**

**Cheryl Marshall Aye**

**Donna Ferracone Aye**

**Tom Hannemann Aye**

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

-Expenditures are well below projected amount

- Budget for 16-17 was presented

Motion was made to accept current year budget by Ferracone, 2<sup>nd</sup> Hannemann

Vote was verbal and recorded.

**Alan Duggan Aye**

**Cheryl Marshall Aye**

**Donna Ferracone Aye**

**Tom Hannemann Aye**

Motion was made to approve next year budget contingent on ten (10) working days giving the board enough time to make any adjustments by Ferracone, 2<sup>nd</sup> Hannemann

Vote was verbal and recorded.

**Alan Duggan Aye**

**Cheryl Marshall Aye**

**Donna Ferracone Aye**

**Tom Hannemann Aye**

## 5. Administration/Operations Report

### REPAIRS AND MAINTENANCE-

Kidde Fire Trainers

January 15-19, and February 19 and 20, 2016

Problems with pit and bunker #1 leak

County Hand Crew: January 15, 2016

Plumbtastic: January 19, 27, and 28, 2016

Replaced water heater

Specialized Elevator: January 4, 2016 and February 16, 2016

County Fire: February 2 and 3, 2016 Water leak on Rosenbauer

Couts Heating and Cooling: February 24, 2016 semi annual maintenance

Cliff's Pest Control: February 25, 2016

Wi-Fi Fiber Installation: February 9-12, 2016 and February 16-25, 2016

### MARKETING/PUBLIC RELATIONS-

Postings on ARFF WG

January E-Newsletter sent out

Facebook posting of classes

### UPCOMING TRAININGS

03/01/16	Part 139 Recert
03/07/16	Part 139 Recert
03/09/16	Part 139 Recert
03/16/16	Part 139 Recert
03/17/16	Part 139 Recert
04/06/16	Part 139 Recert
04/14/16	CARs Recert
04/19/16	CARs Recert
04/26/16	Part 139 Recert (pending)

### FACILITY USE-

San Bernardino County Sheriff's Air Medics

SBVC Police Academy

San Bernardino County Fire Sheriff's Aviation

San Bernardino City Fire Extinguisher Training

## 6. Agenda Items

- 1.) Water Heater needed replacement. Final cost was \$7,740.
- 2.) Ice Machine needs replacement- Christina will contact Rick Hogrefe about Crafton's extra ice machine. Quotes for Ice Machine will be provided for next meeting.
- 3.) Promo Items Request-  
Motion was made to approve the request for purchasing challenge coins, t-shirts and decals not to exceed \$2,000 by Ferracone, 2<sup>nd</sup> Duggan

Vote was verbal and recorded.

**Alan Duggan**                      **Aye**

**Cheryl Marshall**                      **Aye**

**Donna Ferracone**                      **Aye**

**Tom Hannemann**                      **Aye**

- 4.) Hosting ARFF Working Group- Christina to retrieve dates for next year and inquire further about the costs and details about hosting a conference.
- 5.) Janitorial Services from Crafton have been discontinued. Christina will look into costs for replacing janitorial services. Donna Ferracone will talk to Bruce Baron and ask to use the district custodian.
- 6.) ARFF Props/Facilities Maintenance- Christina will speak to Chief Felgar regarding a hand crew to do monthly maintenance on the prop to remove the rocks from the sensors
- 7.) Accident/Incident Protocol- Protocol is to call an ambulance. The ambulance will transport the injured.

## 7. Old Business

- 1.) Business Plan- Update on meetings and letters of interest  
-Currently, no other letters of intent were made
- 2.) Printer Update- Printer proposal costs for Konica Minolta too high. 3 quotes for a simple printer was provided.  
Motion was made to approve printer costs not to exceed \$1,000 with buyer protection by Duggan, 2<sup>nd</sup> Ferracone  
Vote was verbal and recorded.
 

<b>Alan Duggan</b>	<b>Aye</b>
<b>Cheryl Marshall</b>	<b>Aye</b>
<b>Donna Ferracone</b>	<b>Aye</b>
<b>Tom Hannemann</b>	<b>Aye</b>
- 3.) San Bernardino Fire Department Update  
-On Jan. 27, 2016 the annexation was processed  
- Registered voters and citizens of San Bernardino can protest and oppose. However, 25% is a high bar to reach  
-July 1 City Firefighters will be changed over to County Fire Protection District  
-On the next agenda, include a discussion on how this will affect the JPA.

## 8. Public Comment

Christina Sweeting announced that she is looking for another job. JPA will need a strategy to market the position as soon as it becomes vacant.

**9. Next Meeting:** June 2, 2016; 1:30 p.m. meeting scheduled till 3:30pm

**10. Adjournment** – Meeting adjourned at 10:15 a.m.