

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

June 6, 2016 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 1:30 am by JPA Board President, Alan Duggan

2. Roll Call- Quorum Present

Present: Alan Duggan, President; June Yamamoto, Acting Secretary; Tom Hannemann, Member; Donna Ferracone, Member; and Darrayl Felgar, Member

Others Present: Jay Fitzgerald, Mark Gibbs, John Chamberlin, Michael Sadsad, Tim Porter and Christina Sweeting

3. Airport Electrical Submeter Request

Jay Fitzgerald and Mark Gibbs would like to request a permanent subpanel in addition to the existing electrical panel. It will have it's own meter. Willing to provide electrical power to supply electricity for an electrical gate entrance.

Motion was made to approve electrical panel by Duggan, 2nd by Hannemann

Vote was verbal and recorded.

Alan Duggan Aye

June Yamamoto Aye

Donna Ferracone Aye

Tom Hannemann Aye

4. Approval of: Minutes April 15, 2016

Motion was made to approve minutes of April 15, 2016 by Ferracone, 2nd by Duggan.

Vote was verbal and recorded.

Alan Duggan Aye

June Yamamoto Aye

Donna Ferracone Aye

Tom Hannemann Aye

5. Treasurer's Report- Michael Sadsad

We met revenue expectation and had only 58% in expenditures. After all account receivables turned in, we will come out ahead. We have over a million in cash treasury with a net increase from last year= \$56,000.

Motion was made to approve the Treasurer's Report by Ferracone, 2nd by Hannemann.

Vote was verbal and recorded.

Alan Duggan Aye

June Yamamoto Aye

Donna Ferracone Aye

Tom Hannemann Aye

Motion was made to approve overage of \$4,672.67 for Instructor Hours Reimbursement and increase it to \$10,000 by Duggan, 2nd by Hannemann.

Vote was verbal and recorded.

Alan Duggan **Aye**
June Yamamoto **Aye**
Donna Ferracone **Aye**
Tom Hannemann **Aye**

6. Administration/Operations Report

REPAIRS AND MAINTENANCE-

Specialized Elevator: May 11, 2016 maintenance

Don Tiss: May 5, May 19, 2016

Couts Heating and Cooling: April 1, 2016 Coolant Leak; May 26, for bi-annual maintenance

Cliff's Pest Control: May 26, 2016

Compressed Air Specialties: May 26, 2016

Kidde Fire Trainers: May 23-27, 2016 Annual Maintenance

MARKETING/PUBLIC RELATIONS-

Postings on ARFF WG

April and June E-Newsletter

UPCOMING TRAININGS

06/20/16 Pt 139 Recert
07/06/16 Part 139 Recert (weekend burn)
10/24-28/16 ARFF Basic/Fire Control 5 Class

FACILITY USE-

San Bernardino County Sheriff's Air Medics
SBVC Police Academy
San Bernardino County All Risk Class
San Bernardino County Captain's Assessment Testing
San Bernardino County Chief's Meeting
San Bernardino County Tower Training
San Bernardino County Office of Emergency Services

7. Agenda Items

A.) Joint Power Authority without San Bernardino City Fire Department.

-Each entity will go to it's own board to confirm that the City of San Bernardino is withdrawing.

- LAFCO Document needed

Motion was made to accept termination of the agreement pursuant to LAFCO by Yamamoto, 2nd by Felgar

Vote was verbal and recorded.

Alan Duggan **Aye**
June Yamamoto **Aye**
Donna Ferracone **Aye**
Tom Hannemann **Aye**
Darrayl Felgar **Aye**

B.) San Bernardino City Fire Updates

-See Above.

C.) L.A City Invoices, late fee applicable?

-June Yamamoto and Christina Sweeting to set up a meeting with Bill Jones to discuss payment options.

D.) Travel Request for the ARFF WG Conference 2016

- Curtis Parker to be included as a participant for the ARFF WG Conference.

Motion was made to approve up to \$5,000 to send 4 people to the ARFF Working Group Conference by Ferracone, 2nd by Duggan.

Vote was verbal and recorded.

Alan Duggan **Aye**

June Yamamoto **Aye**

Donna Ferracone **Aye**

Tom Hannemann **Aye**

Darrayl Felgar **Aye**

5.) Price Increase for ARFF Classes

Will discuss in next meeting whether or not to increase the prices of classes due to competition. Instead of a price increase, what about having additional classes/training offered at the facility. Such as, EMS interface classes or regional, fee based classes

8. Old Business

A.) Business Plan-

Grants: Look into Blais Associates who search out grants specific to needs or look into grant writers
Need to revise JPA to have 3 voting members

B.) Wi-Fi Installation

-Installation is still underway, need to get Wi-Fi deployment.
-Recommendation for Dedicated Bandwidth Packages of 5Mbps at \$250/month.

C.) Ice Machine Update

-Still awaiting Crafton Hill's Ice Machine

9. Public Comment N/A

10. Next Meeting: June 6, 2016 at 1:00 p.m. until 3:00 p.m.

11. Adjournment – Meeting adjourned at 3:01 p.m.