

SAN BERNARDINO REGIONAL EMERGENCY TRAINING CENTER

JOINT POWERS AUTHORITY

October 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 1:34 pm by JPA Board President, Alan Duggan

2. Roll Call- Quorum Present

Present: Alan Duggan, President; Darrayl Felgar, Vice President; June Yamamoto, Alternate Member; Donna Ferracone, Member

Others Present: Michael Sadsad, Tim Porter, Pat Fleckenstein, and Christina Sweeting

3. Approval of: Minutes August 4, 2016

Motion was made to approve minutes of August 4, 2016 by Felgar, 2nd by Ferracone.

Vote was verbal and recorded.

June Yamamoto Aye

Donna Ferracone Aye

Darrayl Felgar Aye

4. Treasurer's Report- Michael Sadsad

Concluded first quarter of fiscal year

Alarm monitoring at 47% accountable for last 3 quarters of last fiscal year

Maintenance, 94% Kidde Annual Fee

Financial audit is this month (October 17-21, 2016) to be conducted at County Fire Headquarters.

Eadie and Payne used for financial audit, this is their last contracted year. Michael will create an RFP for the next fiscal year

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

Vote was verbal and recorded.

Alan Duggan Aye

June Yamamoto Aye

Donna Ferracone Aye

Darrayl Felgar Aye

5. Administration/Operations Report

REPAIRS AND MAINTENANCE-

County Hand Crew: September 12, 19-22

Couts Heating and Cooling: September 15

Cliff's Pest Control: September 22

Kidde Fire Trainers: September 13-16 Valve Replacements

Avalon Cleaning: September 7, 14, 21, 28

Frontier: September 30, 2016

Specialized Elevator: October 4, 2016

MARKETING/PUBLIC RELATIONS-

Postings on ARFF WG

ARFF Working Group Conference
Site Visits to San Diego Fire and Palm Springs Fire

UPCOMING TRAININGS

10/10/16	Pt 139 Recert
10/12/16	Pt 139 Recert
10/14/16	Pt 139 Recert
10/17/16	Pt 139 Recert
10/19/16	Pt 139 Recert
10/20/16	Pt 139 Recert
10/24-28/16	ARFF Basic/Fire Control 5 Class
11/1/16	Pt 139 Recert
11/2/16	Pt 139 Recert
11/3/16	Pt 139 Recert
11/7/16	Pt 139 Recert
11/8/16	Pt 139 Recert
11/9/16	Pt 139 Recert
11/10/16	Pt 139 Recert w/extrication
11/16/16	Pt 139 Recert
11/21/16	Pt 139 Recert w/extrication
11/30/16	Pt 139 Recert w/extrication
12/5-9/16	ARFF Basic/Fire Control 5
12/12-16/16	ARFF Basic/Fire Control 5

FACILITY USE-

San Bernardino County Chief's Assessment Testing and Orientation
San Bernardino County Office of Emergency Services
San Bernardino County Chief's Workshop

6. Agenda Items

1.) Purchase request for proximity gear
 - a.) Chief Felgar suggested we replace our proximity gear to ensure compliance
 - b.) Need to replace about 15 jackets and pants

Motion was made to approve purchasing sets of 15 proximity gear not to exceed \$70,000 by Yamamoto, 2nd by Felgar.

Vote was verbal and recorded.

Alan Duggan	Aye
June Yamamoto	Aye
Donna Ferracone	Aye
Darrayl Felgar	Aye

- 2.) Printer/Copy Machine Request
-Request denied, due to low usage
- 3.) Custodial/Repairman Request
- Donna Ferracone will ask SBCCD if we can use a repairman to help with replacing our light bulbs
- SBRETC will pay/reimburse for a maintenance person, on a one time basis for 6 hours
- 4.) Purchase request for Instructor Polos
- Christina Sweeting will look for regular polos and have them embroidered for a cheaper cost and will present to the board at a later date

5.) Sweeting and Pister Contracts

Motion was made to approve for the 2017 contracts for Sweeting and Pister by Ferracone, 2nd by Yamamoto.

Vote was verbal and recorded.

Alan Duggan **Aye**

June Yamamoto **Aye**

Donna Ferracone **Aye**

Darrayl Felgar **Aye**

7. Old Business

-Off agenda, what is the responsibility of the airport towards the Rosenbauer? Can we share responsibility for maintenance?

-The E-ONE is used at the training center, but we do nothing for the maintenance of that vehicle, we use the airports vehicle more than they use our Rosenbauer.

-We do not have liability to provide a working vehicle to meet the airports index. The airport is responsible for their own index.

-Off agenda, we are looking for grants for another apparatus

-We must wait until the 15 year contract to expire to ask the FAA for more money for a vehicle

- It is a matter of looking at what grants are available

- Use college students as interns?

1.) Conflict of Interest Update-

For now, the code is currently under review

Alan Duggan will come in on Oct. 11, 2016 to vote

Alan Duggan to remain President for now until County decides their voting members

By December, the board will provide names for each entity

2.) Ice Machine Installed

3.) Business Plan

- Do we need to find an outside facilitator to take the board through creating a Business Plan?

- Anyone in the District to provide direction?

- June Yamamoto will ask Michelle Riggs if she could help find someone to assist with the business plan.

4.) Wi- Fi Installation

- Installation is underway, we just need to schedule the deployment

- Chief Felgar will provide the hand crew to do maintenance on the prop to remove rocks from the sensors on the pit

9. Public Comment N/A

10. Next Meeting: December 1, 2016 at 1:30 p.m. until 3:02 p.m.

11. Adjournment – Meeting adjourned at 3:23 p.m.