

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

February 1, 2017

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 pm by JPA Board Secretary, Tim Porter

2. **Roll Call-** Quorum Present

Present; Dan Mejia, Treasurer; Tim Porter, Secretary; Wei Zhou Member; Donna Ferracone, Vice President

Absent: Michael Alder, Member; Dan Word Alternate; John Chamberlin, President

Guests: Robert Edie, Michael Sadsad, Crystal DeLaRosa

3. **Approval of: Minutes December 7 2017**

Motion was made to Table minutes of December 7, 2017 until the next meeting of the JPA. M/S/A Ferracone/Mejia

Vote was verbal and recorded.

Ferracone Aye

Porter Aye

Zhou Aye

Mejia Aye

Nay- none

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

Michael Sadsad reported that we are at 58% of the year and our revenue is at 8%. This is based on the delayed payments from departments who have taken classes. Expenses are at 43%.

M/S/A Mejia/Ferracone to accept and file the Treasurer's Report

Vote was verbal and recorded.

Porter Aye

Zhou Aye

Ferracone Aye

Mejia Aye

Nay- none

5. **Administration/Operations Report**

Full report is attached.

1. SBCO, PD and Confire are requesting to use classrooms 2 nights per week. M/S/A Zhou/Mejia to approve.

6. **Agenda Items**

a) Request for attendance at Fire House World Conference March 3 through March 8 in San Diego. The center has not attended this conference before. Chief Mejia sees value in attending. M/S/A- Ferracone/Mejia to send Robert to this conference.

Vote was verbal and recorded.

Ferracone Aye

Mejia Aye

Zhou Aye

Porter Aye

Nay- none

There was subsequent conversation regarding if the already planned Orlando trip costs were reflected in the budget. Robert could not answer that question. M/S/A Ferracone/Mejia to allow for 2 people to attend the San Diego Conference if the Orlando costs are already reflected in the current budget.

b) FDIC Conference was discussed. Robert feels there is potential value but he suggests passing on the conference this year.

c) Daily Dispatch (see attached handout) M/S/C Mejia/Zhou to buy 4 months of advertising for \$550.

Porter Aye

Zhou Aye

Ferracone Aye

Mejia Aye

Nay- none

d) KFT Software upgrade- was Tabled until next meeting on April 5, 2018. Chief Porter will look into the possibility of any grants that might help with costs.

e) Computer for Classes- The classroom computer is on its last legs. CHC was to find a new computer for the classroom but have not completed this task. Several requests have been made. Dr. Zhou will follow up on this. This can be a lap top. Needs access to the District system, U Tube, and Power Point.

1. Old Business

a) Clerk Position _ No follow up from Dan Word yet.

b) JPA Partner responsibilities- Members are to read the original agreement and be ready to discuss at the next meeting.

7. Public Comment None

8. Next Meeting: April 5, 2018 at 1:30 p.m. until 3:00 p.m.

9. Adjournment – Meeting adjourned at 2:20 p.m.