

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

April 2, 2015 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

REGULAR MEETING MINUTES

- 1. Call to Order-** At 1:43pm by JPA Board President, Donna Ferracone
- 2. Roll Call-** Quorum Present
Present: Donna Ferracone, President; Cheryl Marshall, Member; Chief Tom Hanneman, Member; Darrayl Felgar, Alternate;

Absent: Alan Duggan; Secretary

Others Present: Michael Sadsad, Monica Larson, Robert Edie, Christina Sweeting
- 3. Approval of Minutes February 5, 2015**
- 4. Treasurer's Report-** Handouts provided by M. Sadsad
Motion to Approve- Marshall; Second- Felgar; No Objections; Approve Hanneman- Aye

Budget for 2015/2016 Approved, budget can still be adjusted if needed
- Object code 2445 increased to \$220,000, Christina Sweeting (contractor) to be paid by JPA 2015/2016
Motion to Approve- Marshall; Second- Felgar; No Objections; Approve Hanneman- Aye
- 5. Administration/Operations Reports-** Handouts provided by Christina Sweeting

REPAIRS AND MAINTENANCE-

Kidde repairs and maintenance: -completed on 3/17/15

March 16 and March 17, 2015

-UPS battery swollen, a new Unit was installed but because we could not program it (need Wi-Fi) the USB ports do not work. The UPS acts only as a backup power source.

-Next visit Porter will try to get a driver for the new UPS on disk so it can be installed

-Flight Deck controls completed

-Bunker tops cleared, installed new gas sensors in both bunkers

Couts Quarterly Maintenance

March 2, 2015

QuickBooks Installed

March 12, 2015

Disaster Masters repairs and maintenance completed on 3/9/15

February 13- April 9, 2015

Faucet and Light Fixture Repair

March 12, 2015

MARKETING/PUBLIC RELATIONS-

March E-Newsletter released

SBRETC ARFF 2015 wall calendars sent out to those still requesting

Postings on ARFF Working Group

Site visits-
Bakersfield
Fresno

UPCOMING TRAININGS

April 2	CARs/Part 139		J&M Airport Services, San Diego
April 7	Part 139		Boeing, Chico, Montezuma
Apr 14	CARs/Part 139		Abbotsford, Boeing
Apr 16	Part 139		Sacramento Metro Fire
Apr 17	CARs/Part 139	139	Abbotsford, Whitehorse, San Diego
April 21	Part 139		Boeing
April 29	Part 139		Sacramento Metro Fire
May 18-22	ARFF Basic		Fresno, Truckee

FACILITY USE-

San Bernardino County FD- Paramedic Skills Assessment, Helicopter Program Meeting, SCBA
Draeger Recertification
San Bernardino City FD- Paramedic New Hire Testing
Crafton Hills College- Fire Academy
SBVC Police Academy

6. Agenda Items:

- a.) Request for Purchases- Wi-Fi Internet from Verizon
 - 1.) Attached to County line
 - 2.) Christina and Michael will research and gather information and a quote from Verizon to install Wi-Fi
 - a.) Need the whole building supported with Wi-Fi
 - b.) Need high speed connection with large bandwidth
- b.) Conference and Vendor Booth Attendance- none
- c.) Beyond the Tank Productions- Facility Use
Motion to Approve- Marshall; Second- Hanneman; No Objections; Approve Felgar- Aye
 - 1.) Filming a documentary on an entrepreneur from Huntington Beach
 - 2.) 9 person crew, small footprint, no generators, and gear is handheld
 - 3.) Would like to film on April 12 for 4-5 hours
 - 4.) Location Agreement signed
 - 5.) Hold Harmless approved
Motion to Approve- Felgar; Second- Hanneman; No Objections; Approve Marshall- Aye

7. Old Business:

- a.) Staffing

- 1.) Scheduling of instructors- Need a committed crew to staff the ARFF training
- 2.) Update on independent contractor insurance cost for instruction- Felgar
 - a.) We could have contractors sign the Hold Harmless, but additional insurance is suggested
 - b.) Will continue to look into insurance plans
- 3.) Maintenance Staffing Plan (Weekly, Monthly, Quarterly)-
 - a.) City would like to have a group of ARFF Certified instructors by next January
 - b.) County is working on a dedicated cadre of instructors, possibly bringing in retirees
 - 1.) Negotiate pay rate
 - 2.) Part time, hourly charge per day \$25/hour
 - 3.) Insurance cost would be a set back
 - a.) Christina will look into the exact insurance cost for an independent contractor
- 4.) Hand crews- Felgar
 - a.) Hand crews are committed. Must reschedule for next quarter
 - b.) Update on credit card for payments- Next calendar year will include credit card payments. See Monica Larson.
- c.) Update on auction items of two general aviation aircrafts- Edie still waiting to put in a bid for aircrafts, also attempted to make contact with the salvage company.

8. New Business

- a.) Discussion on: goals, objectives, business plan
- b.) Measure goals and progress
- c.) Use Classroom 200

9. Public Comment

None

10. Next Meeting: May 14, 2015; 1:30 p.m. meeting scheduled till 3:30pm for discussion on Business Plan

11. Adjournment – Meeting adjourned at 3:15pm