

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

June 2, 2021 1:30 pm

**Administrative Offices of the
Emergency Training Center Joint Powers Authority
2235 E. Perimeter Road, San Bernardino, California**

ZOOM MEETING MINUTES

- 1. Call to Order:** Meeting was called to order at 1:32 p.m. by Stephanie Houston.
- 2. Roll Call: Quorum Present**

Present: Stephanie Houston, President; Kevin Horan, member; Cristal Terredanio, Secretary; William Rehbaum, Treasurer (1:36); Dan Word, Alternate (1:48) Chris Bowden, member.
Absent: Alan Duggan, member; Dan Mejia, member; Grant Hubbell, Vice President.
Guest: None
- 3. Approval of: May 11, 2021 minutes:**

Minutes for May 11, 2021 were accepted as written. M/S/A Horan/Houston.
Vote was verbal and recorded:

Houston	Aye
Horan	Aye
Terredanio	Aye
Bowden	Abstain
Nay-	None
- 4. Administration/Operations Reports- Handouts provided by Cristal Terredanio**

Program Administrator discussed repairs and maintenance. Clark Pest Control conducted regular maintenance. Specialized Elevator conducted regular maintenance. The Training Center hired a new Janitorial company due to issues with the last company. Issues included the company losing keys, not coming on agreed days and not cleaning center as agreed on in the contract. This will be an increase of \$27 more a month for janitorial services. The center has clients enrolled for courses as far out as January 2022. In May SBRETC had 4 classes, served 38 students, and trained with 14 different departments. Program Administrator pointed out the new departments training at the center which include Mesa Fire Medical and Baer Fire. Chris Bowden shared about the ARFF Awareness course. This is a certified state course. Chris hopes to be able to start offering the course the beginning of 2022.
- 5. Agenda Items:**
 - A.) Treasurer's – Budget Report – W. Rehbaum**

In May the center had \$137,000 more in expense than revenue. This is mainly because of the instructor chargebacks. Looking at the year to date through May the budget stated we budgeted to lose \$289,000 due to repairs. By looking at the receivables we are going to come in extremely close to what we budgeted. Motion to accept the treasure's report. Motion approved. M/S/A Bowden/Rehbaum.

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Vote was verbal and recorded:

Houston	Aye
Horan	Aye
Terredanio	Aye
Rehbaum	Aye
Bowden	Aye
Nay-	None

B.) Revised Budget Proposal for 21/22 – W. Rehbaum

Revisions have been made by Rehbaum that were requested from Bowden. Horan asked if FY 22 could be highlighted on the budget. Rehbaum made changes. Motion to accept the revised budget. Motion approved. M/S/A Horan/Bowden.

Houston	Aye
Horan	Aye
Terredanio	Aye
Rehbaum	Aye
Bowden	Aye
Word	Aye
Nay-	None

C.) Independent Legal Counsel –Cristal Terredanio

Agreement states we will not pay a retainer fee it will only be a cost recovery/ cost reimbursement based on the rates reflected in the agreement. Motion to approve the retainer agreement. Motion approved Word/Horan.

Houston	Aye
Horan	Aye
Rehbaum	Aye
Mejia	Aye
Word	Aye
Nay-	None

6. Old Business:

A.) Update from Task Force/Long Term Planning work group (Certificate of Compliance 10/2006)

Houston connected with a few people regarding the IVDA meeting discussed last JPA meeting where at the IVDA meeting there was a new draft agreement that was voted on an approved in public open session to be the potential new draft for the San Bernardino Regional Emergency Training Center. Houston provided clarity for a couple Board of Supervisor members that serve on the IVDA. What was proposed as a remedy was that at their June meeting, they will place an action item on the agenda to rescind the agreement. Bowden stated we still have not received responses from the airport. for meeting requests. The UAS agreement is set to expire on June 30, 2021. Program Administrator will reach out to contact at the IVDA for the UAS center contract to ask if they are planning to extend the agreement.

B.) Instructor Chargeback rates – G. Hubbell

Tabled until next meeting.

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C.) Pro Board workgroup– C. Bowden

Tabled until next meeting.

D.) SCBA's – C. Bowden

Bowden spoke to Hubbell and was told the use agreement that was sent to county legal is still pending. Hubbell informed Bowden he will talk to Chief Munsey through Chief Washington to see if Chief Munsey will move forward with the adjusted agreement removing the insurance requirements and take it to the board for approval for the use of the BA's.

E.) ARFF Vehicle – C. Bowden

Tabled until next meeting.

7. Next meeting agenda items:

Proposal for in person meetings every other month.
Schedule strategic planning meeting date for late fall.

Public Comment

None

8. **Next Meeting:** July 1, 2021 @ 9:00 a.m. *Please submit all agenda items to Program Administrator by June 24, 2021.

9. **Adjournment:** Meeting adjourned by Stephanie Houston at 2:21 p.m.

Motion to adjourn. Motion approved Horan/Rehbaum.

Vote was verbal and recorded:

Houston Aye

Horan Aye

Rehbaum Aye

Mejia Aye

Word

Nay-


Cristal Terred, Secretary
Joint Powers Authority

