

SAN BERNARDINO REGIONAL EMERGENCY TRAINING CENTER
JOINT POWERS AUTHORITY

June 5, 2014 1:30 p.m.

Administrative Offices of the

Emergency Training Center Joint Powers Authority Conference Room
2235 E. Perimeter Road, San Bernardino, California

REGULAR MEETING MINUTES

1. Call to Order by President, Donna Ferracone at 1:36 p.m.

2. Roll Call: Quorum Present

Present: Donna Ferracone, President; James Johnstone, Member; Darrayl Felgar, Alternate; June Yamamoto, Alternate

Absent: Paul Drasil, Member; Cheryl Marshal, Member; Alan Duggan, Secretary; Mark Hartwig, Member

Others present: Mark Gibbs, Michael Sadsad, Bryan Reece, Ben Gradias

3. Welcome to Interim Chief Paul Drasil, City of San Bernardino Fire Department- replacing Chief George Avery

4. Approval of Minutes April 3, 2014: Correction to the minutes: Don Trapp was a guest present at the meeting not an alternate. Motion to approve the minutes with corrections by Ferracone, seconded by Yamamoto; no objections; approve

5. Agenda Item:

A. SBIA Request- Use of Rosenbauer ARFF Vehicle MOU- Mark Gibbs, SBIA
Motion to approve MOU with SBIA to use the ARFF vehicle as part of the FAA airport index, made by Johnstone, seconded by Felgar; no objections; approved.

Felgar- Aye

Ferracone- Aye

Johnstone- Aye

Yamamoto- Aye

6. New Business

A. Staffing- Part-time Program Administrator- Dr. Bryan Reece from Crafton Hills College introduced Ben Gradias, who will be working as the SBRETC Program Administrator as a part-time faculty member. June Yamamoto will supervise Gradias and oversee the program as part of her duties as a Dean at Crafton Hills College.

7. Treasurer's Report- Handouts provided by M Sadsad

Motion to accept the Treasurer's report made by Johnstone, seconded by Ferracone; no objections; approved.

Felgar- Aye

Ferracone- Aye

Johnstone- Aye

Yamamoto- Aye

8. Administration/Operations Reports- handout

REPAIRS AND MAINTENANCE-

Electrical lighting- parking lot; scissor lift unavailable; need an engine aerial ladder

Broken window pane- will get three bids

Kidde repairs May 27 – 30, 2014

MARKETING/PUBLIC RELATIONS

Postings on ARFF Working Group forums

Facebook

CA Aviation Day

UPCOMING TRAININGS

June 10	Part 139	Sacramento Metro, Mammoth, San Diego
June 18	Part 139	First Response/Rescue, San Diego, Oakland, Kern
August 20	Part 139	Sacramento Metro, San Diego

FACILITY USE

Police Academy- SBVC

Crafton Hills College- Fire Investigations Course; Fire Academy

San Bernardino County Fire- Testing, BC Meeting, meeting, Arson Task Force,

ACLS/BCLS Recertification Courses, Paramedic Assessment

9. Agenda Items Continued:

B. Request for Purchases- none

C. Conference and Vendor Booth Attendance

- Update SWAAAE Conference in Long Beach (Exhibitor)- Add second person to assist in the exhibit booth
- ARFF WG in Galveston, TX (Exhibitor)- Approve program administrator, one instructor from the City and one instructor from the County

Motion to approve both exhibitor booths made by Felgar; seconded by Johnstone; no objections; approved.

Felgar- Aye

Ferracone- Aye

Johnstone- Aye

Yamamoto- Aye

D. Accept Donations- none

E. Clerical Contracts- Motion to accept early termination of contract requested by Danisha McCrary ending June 11, 2014, made by Felgar, seconded by Johnstone; no objections; approved.

F. Election of officers

Motion to approve the following names for officers by Felgar, seconded by Yamamoto, no objections; approved.

President- Donna Ferracone

Vice President- Mark Hartwig

Secretary- Alan Duggan

Treasurer- James Johnstone

Felgar- Aye

Ferracone- Aye

Johnstone- Aye

Yamamoto- Aye

G. Authorize Credit Card holders and deletion of Smerber

Move to add Alan Duggan and Ben Gradias to obtain credit cards from Los Angeles Fireman's Credit Union and to delete Matthew Smerber made by Yamamoto, seconded by Johnstone; not objections; approved.

Felgar- Aye

Ferracone- Aye

Johnstone- Aye

Yamamoto- Aye

10. Old Business:

- a. Update Automatic Gate Installation- Duggan will follow up with bids made to the airport to install an electric gate on the northwest side of SBRETC, leading to the back ground. The airport is willing to do a 50/50 cost for the project.
- b. Historical instructor costs- Sadsad provided some information on past instructor cost, he will gather additional information for a more detailed report.
- c. Update on insurance cost for apparatus provided by Sadsad

11. Public Comment- None

12. Next Meeting: August 7, 2014; 1:30 p.m.

13. Adjournment- meeting adjourned at 2:34 p.m.