

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

**June 7, 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 1:52 pm by JPA Board President, John Chamberlin
  
2. **Roll Call-** Quorum Present  
Present: John Chamberlin, President; Dan Mejia, Treasurer (by phone); Tim Porter, Secretary; June Yamamoto, Alternate  
  
Absent: Wei Zhou, member; Mike Alder, member; Donna Ferracone, Vice President  
  
Guests: Robert Edie, Michael Sadsad, Dan Word, Crystal DeLaRosa
  
3. **Approval of: Minutes April 6, 2017**  
Motion was made to approve minutes of April 6, 2017 M/S/A Yamamoto/Porter  
Vote was verbal and recorded.  
June Yamamoto       Aye  
Tim Porter            Aye  
John Chamberlin     Aye  
Dan Mejia             Aye  
Nay- none
  
4. **Treasurer's Report-** Michael Sadsad  
-Discussion on vehicle insurance- Rosenbauer does not travel on public roads, look for reduced costs.  
Motion was made to 1- approve a contingency plan to use the current auditor, in case the process for the RFP is not completed in a timely manner: 2- receive and file treasurer's report M/S/A  
Yamamoto/Porter Vote was verbal and recorded.  
June Yamamoto       Aye  
Tim Porter            Aye  
John Chamberlin     Aye  
Dan Mejia             Aye  
Nay- none
  
5. **Administration/Operations Report**  
San Bernardino Regional Emergency Training Center

**REPAIRS AND MAINTENANCE-**

Kidde – Pit prop not fully functional; motherboard battery issue  
- Kidde Tech will check out props  
Kidde- Annual maintenance (due last Dec.)  
County Hand Crew: June 6, 2017  
Couts Heating and Cooling: June 7, 2017  
Avalon Cleaning: May, 3, 10, 17, 24, 31 June 7, 14, 21, 28, 2017  
Specialized Elevator: June 7, 2017

**MARKETING/PUBLIC RELATIONS-**

FAA request for “best of breed” course lesson plans  
Postings on ARFF WG  
E-Newsletter  
Postings on social media

**UPCOMING TRAININGS**

6/13/17 Pt 139 Recert- San Diego  
6/19-23/17 ARFF Basic/Fire Control 5- Upland, General Atomics, Palm Springs, SB County, LA  
6/26-30/17 ARFF Basic/Fire Control 5

**FACILITY USE-**

San Bernardino County Jail Ops Class- May  
SBVC Police Academy- May and June

**Other-**

Site Visit to Mammoth Lakes Airport by June Yamamoto –May

**6. Agenda Items**

1.) Election of Officers for 2017-2018

Slate vote instead of individual vote:

President- John Chamberlin

Vice President- Donna Ferracone

Secretary- Tim Porter

Treasurer – Dan Mejia

M/S/A- Porter/Chamberlin

Vote was verbal and recorded.

June Yamamoto Aye

Tim Porter Aye

John Chamberlin Aye

Dan Mejia Aye

Nay- none

2.) Independent Contractor Agreement for Crystal DeLaRosa, through Dec. 2017

M/S/A- Yamamoto/Porter

June Yamamoto Aye

Tim Porter Aye

John Chamberlin Aye

Dan Mejia Aye

Nay- none

3.) Independent Contractor Agreement for Carol Pister, through Dec. 2017

M/S/A- Yamamoto/Porter

June Yamamoto Aye

Tim Porter Aye

John Chamberlin Aye

Dan Mejia Aye

Nay- none

4.) Discussion for Clerk Position- Table for next agenda

- 5.) Training Request- AAAE Airport Master Firefighter Online Cert Training for Robert Edie  
Cost- \$ 290  
M/S.A- Porter/Chamberlin  
June Yamamoto Aye  
Tim Porter Aye  
John Chamberlin Aye  
Dan Mejia Aye  
Nay- none

- 6.) Volunteer Request for June Yamamoto, through Dec. 2017 M/S.A Chamberlin/Porter  
June Yamamoto Abstain  
Tim Porter Aye  
John Chamberlin Aye  
Dan Mejia Aye  
Nay- none

7.) SCBAs Discussion

Current use of Drager bottles will be cycling out; 50 bottles good for 2-3 years. We will need to keep someone up to date on Drager repair training.

**7. Old Business**

1.) Discuss reserve policy

- a. Previous suggestion was 10%; \$ 100,000 now on reserve
- b. Possible uses- look at portable pump; transmission for Rosenbauer;
- c. Written reserve policy to be provided by Michael Sadsad

2.) Business Credit Cards

- a. New authorized credit card holders: Tim Porter and Mike Alder  
Vote was verbal and recorded.

June Yamamoto Aye  
Tim Porter Aye  
John Chamberlin Aye  
Dan Mejia Aye  
Nay- none

- b. July 1, 2017, business card for June Yamamoto will be terminate

**8. Public Comment None**

**9. Next Meeting:** August 10, 2017 at 1:30 p.m. until 3:00p.m.

**10. Adjournment** – Move to adjourn M/S/A Yamamoto/Chamberlin

Vote was verbal and recorded.

June Yamamoto Aye  
Tim Porter Aye  
John Chamberlin Aye  
Dan Mejia Aye  
Nay- none

Meeting adjourned at 2:44 p.m.