

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

August 5, 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 1:36 p.m. by Stephanie Houston.
2. **Roll Call: Quorum Present**  
Present: Stephanie Houston, President; Grant Hubbell, Vice President; Cristal Terredanio, Secretary; Dan Word, Alternate; Chris Bowden, member; Dan Mejia, member.  
Absent: William Rehbaum, Treasurer; Kevin Horan, member  
Guest: None
3. **Approval of July 1, 2021 minutes:**  
Minutes for July 1, 2021 were accepted as written. M/S/A Bowden/Word.  
Vote was verbal and recorded:

Houston	Aye
Terredanio	Aye
Word	Aye
Hubbell	Aye
Mejia	Aye
Bowden	Aye
Nay-	None
4. **Administration/Operations Reports- Handouts provided by Cristal Terredanio**  
Program Administrator discussed repairs and maintenance. Clark Pest Control conducted regular maintenance. Rodriguez Landscaping and Moran Janitorial conducted regular maintenance. The center has clients enrolled for courses as far out as January 2022. In July SBRETC had 0 classes, served 0 students, and trained with 0 different departments. For the summer months the center slows down on trainings due to the extreme heat. Next few months expected to be busier. Chris Bowden added that we will be having a burn August 18<sup>th</sup> for San Bernardino County Fire personnel who were set to expire soon. Program Administrator reconnected with our videographer. Filming had stopped due to COVID. He is willing to come back and interview more Training Officers and finish the video. Program Administrator also shared she is in the process of ordering more shirts and reminded everyone of the upcoming ARFF conference.
5. **Agenda Items:**
  - A.) **Treasurer's – Budget Report – W. Rehbaum**  
Treasurer was not in attendance at this meeting but did send an email and the Treasury Report. JPA Board reviewed the report. Motion to accept the report was made. Motion approved. M/S/A Hubbell/Mejia.  
Vote was verbal and recorded:

Houston	Aye
Terredanio	Aye
Word	Aye
Hubbell	Aye

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Mejia	Aye
Bowden	Aye
Nay-	None

**6. Old Business:**

**A.) Update from Task Force/Long Term Planning work group**

1.) Update from the Airport – Chris Bowden shared that the UAS Center has been regularly using the center and paying the facility use half rental fees.

**B.) Instructor Chargeback rates – G. Hubbell**

No new information received back from County Fire Headquarters. Hubbell stated he will reach back out.

**C.) Pro Board workgroup– C. Bowden**

Stephanie Houston will send some documents/resources to Chris. Dan Word encouraged Chris to also reach out to Mike Alder for additional resources.

**D.) SCBA's – C. Bowden**

Still waiting to hear back from County Counsel and County Fire Headquarters.

**E.) ARFF Vehicle – C. Bowden**

Bowden reached out to the FAA and is still waiting to hear back from them. The FAA is still working remotely so it is difficult to get a hold of who he needs to speak to.

**7. Next meeting agenda items:**

**Public Comment**

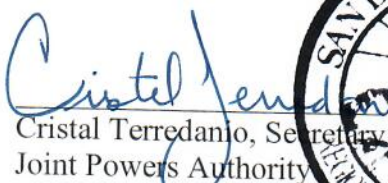
None

8. **Next Meeting:** September 8, 2021 @ 1:30 p.m. \*Please submit all agenda items to Program Administrator by September 1, 2021.

9. **Adjournment:** Meeting adjourned by Stephanie Houston at 1:50 p.m.

Consensus to adjourn.

Houston	Aye
Terredanio	Aye
Word	Aye
Hubbell	Aye
Mejia	Aye
Bowden	Aye
Nay-	None

  
Cristal Terredanio, Secretary  
Joint Powers Authority

