

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

March 4, 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; Kevin Horan, member; Dan Mejia (1:42), member Cristal Terredanio, Secretary; Chris Bowden, member; William Rehbaum, Treasurer; Dan Word, Alternate.
Absent: Alan Duggan, member.
Guest: None

3. **Approval of: February 4, 2021 minutes:**
Minutes for February 4, 2021 were accepted as written. M/S/A Horan/Rehbaum.
Vote was verbal and recorded:

Houston	Aye
Hubbell	Aye
Horan	Aye
Terredanio	Aye
Bowden	Aye
Rehbaum	Aye
Word	Aye
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 center has clients enrolled for courses as far out as November 2021. In February SBRETC had 2 classes, served 20 students, and trained with 2 different departments. Bowden shared updates on facility. All classroom equipment has been installed and is working great.

5. **Agenda Items:**
 - A.) **Treasurer's – Budget Report**
Treasurer Will Rehbaum stated we had a positive month on our cash. No major expenses. Cash balance went up approximately \$14,000. We are maintaining our billing mark. Motion to accept the treasure's report. Motion approved.
Vote was verbal and recorded:

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

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

6. Old Business:

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

1.) Update from Airport – Tabled until next meeting.

Horan suggested that the date that needs to be confirmed with the airport as the “Lease Commencement Date” be added on the next agenda.

B.) Independent Legal Counsel – G. Hubbell

Houston will send a list of retainers to Program Administrators. Hubbell is still working with the county about services. More information provided at the next meeting.

C.) Pro Board workgroup– C. Bowden

More information provided next month.

D.) SCBA’s – C. Bowden

More information provided at next meeting.

7. New Business:

A.) 700 Forms – C. Terredanio

JPA Board members will send completed and signed 700 forms to Program Administrator to mail out.

8. Next meeting agenda items: None

Public Comment

A three-minute limitation shall apply to each member of the public who wishes to address the JPA Board Members. No member of the public shall be permitted to “share” his/her three minutes with any other member of the public.

9. **Next Meeting:** April 1, 2021 @ 1:30 p.m. *Please submit all agenda items to Program Administrator by March 25, 2021.

10. **Adjournment:** Meeting adjourned by Kevin Horan at 1:52 p.m.
Motion to adjourn. Motion approved. M/S/A Houston/Bowden
Vote was verbal and recorded:

Houston	Aye
Hubbell	Aye
Horan	Aye
Terredanio	Aye
Bowden	Aye
Rehbaum	Aye
Word	Aye
Mejia	Aye
Nay-	No


Cristal Terredanio, Secretary
Joint Powers Authority

