

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

August 31, 2015 1:30 p.m.

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 1:46pm by JPA Board President, Donna Ferracone

2. **Roll Call-** Quorum Present
Present: Alan Duggan, President; Darrayl Felgar, Vice President; Cheryl Marshall, Secretary; Donna Ferracone, Member

Others Present: Chief Mike Alder, Rick Groff, Robert Edie, Michael Sadsad, June Yamamoto, Mark Dennis, Keith Alexander, Tim Porter and Christina Sweeting

3. **Approval of: Minutes June 4, 2015**

Motion was made to approve minutes of June 4, 2015 by Marshall, 2nd by Ferracone.

Vote was verbal and recorded.

Alan Duggan	Aye
Daryl Felgar	Aye
Cheryl Marshall	Aye
Donna Ferracone	Aye

4. **Treasurer's Report-** Michael Sadsad

- Met our budget, made more money
- L.A still owes \$60,000; L.A will set up an open PO in order to send payments in a timelier manner
- Credit card payments are just around the corner
- Insurance object code 2245, mistake by risk management
- Financial audit coming up with Eadie and Payne, booked in County fire for a week. No issues related to follow ups from prior year

Motion was made to approve request for board approval for additional \$15,000 increase for object code 2245 by Ferracone, 2nd Marshall

Vote was verbal and recorded.

Alan Duggan	Aye
Daryl Felgar	Aye
Cheryl Marshall	Aye
Donna Ferracone	Aye

Motion was made to approve object code 3355, prior year expense for other charges, line item issue refund for money received from prior fiscal year by Ferracone, 2nd Marshall

Vote was verbal and recorded.

Alan Duggan	Aye
Daryl Felgar	Aye
Cheryl Marshall	Aye
Donna Ferracone	Aye

Motion was made to approve object code 4040 to leave it open for general expenses to include auction items by Ferracone, 2nd Marshall

Vote was verbal and recorded.

Alan Duggan	Aye
Daryl Felgar	Aye
Cheryl Marshall	Aye
Donna Ferracone	Aye

Motion was made to approve County Accounting Services by Ferracone, 2nd Marshall

Vote was verbal and recorded.

Alan Duggan	Aye
Daryl Felgar	Aye
Cheryl Marshall	Aye
Donna Ferracone	Aye

-Final Draft will be made in order to enter an agreement with County for accounting services for next meeting.

5. Administration/Operations Report

REPAIRS AND MAINTENANCE-

Specialized Elevator Routine Maintenance: completed on June 17, 2015

Mijac Maintenance: completed on June 22, 2015

Apple Valley Communications: completed on June 24, 2015

Cliff's Pest Control: completed on July 24, 2015

Specialized Elevator: July 9, 2015

Don Tiss: August 12, 2015

Kidde Fire Repairs:

August 10-14, 2015

Front corner damage to Bunker #1

Gas Leak in Bunker #1

August 24-27, 2015

Multiple Gas Leaks

Three Peaks Concrete Repair: August 13, 2015

MARKETING/PUBLIC RELATIONS-

June and July E-Newsletter released

Postings on ARFF Working Group

Mammoth Lakes Dept August 28, 2015

UPCOMING TRAININGS

September 9 Part 139 Recert

September 16 Part 139 Recert

September 24 Part 139 Recert

September 28	Part 139 Recert
October 1	Part 139 Recert
October 2	Part 139 Recert
October 5-9	Fire Control 5/ARFF Basic
November 3	Part 139 Recert
November 10	Part 139 Recert
November 12	Part 139 Recert

FACILITY USE-

SBVC Police Academy

CHC Fire Academy

San Bernardino County Sheriff's Air Medics

San Bernardino County Fire – Flammable Liquids

San Bernardino County Paramedics

6. Agenda Items

1.) Wi-Fi Update- Christina Sweeting

Presentation by Mark Dennis

- a.) Proposing to bid on getting conduit fiber into the building in order to receive Wi-Fi
- b.) Proposed cost provided in 2 weeks, about \$40,000, potential to start within a month after formal approval by JPA
- c.) Airport to provide a service agreement
- d.) Two different tiers, dedicated or shared

2.) Lawn Maintenance Request for Purchase- Christina Sweeting

Motion was made to approve up to \$1,000 dollars for Lawn Maintenance supplies by Marshall, 2nd Ferracone

Vote was verbal and recorded.

Alan Duggan	Aye
Daryl Felgar	Aye
Cheryl Marshall	Aye
Donna Ferracone	Aye

3.) Independent Contractors for JPA- Christina Sweeting

A.) Airport is looking into options for their rig.

- 1.) Airport will pay JPA and JPA will pay the independent contractors
- 2.) Airport will cover insurance

B.) Decision made that Airport should talk to County about future options, JPA to not to get involved.

4.) Website Update- Rob Edie

- A.) Brandon Bugasi created a webpage free of charge
- B.) Annual charge \$250, \$18/month
- C.) Christina to talk to Crafton, talk to Bugasi about website functions
- D.) Final approval will be made next JPA Meeting

7. Old Business

1.) Business Plan- Further discussion on how we can move forward

- A.) Meetings with interests made: Chief Frazier, Shaw from Calfire, Airport Execs, Ramos, Felgar, Mike Smith, Big Bear Fire, and Forest Services
- B.) Meeting set up to speak with Congressman Cook
- C.) Meeting set up with Senator Morrell to speak about interest in the ARFF Center

- D.) Include original layout of ARFF Training for next JPA Meeting
- E.) Follow ups will be explored including letters of interest, next meeting

2.) L.A. City Tax Update- Christina Sweeting

- A.) Exempt from L.A City Tax

3.) San Bernardino Fire Department Update

- A.) City voted to contract out of county, there will be a merge in January 2016
- B.) Business as usual, will not affect ARFF personnel

4.) ARFF WG Conference: Marketing Booth- Rob Edie

Motion was made to approve Marketing Booth Shipment to Atlanta not to exceed \$1,500 by Ferracone, 2nd Marshall

Vote was verbal and recorded.

Alan Duggan **Aye**

Daryl Felgar **Aye**

Cheryl Marshall **Aye**

Donna Ferracone **Aye**

8. Public Comment

None

9. Next Meeting: October 1, 2015; 1:30 p.m. meeting scheduled till 3:30pm for a further discussion on Business Plan

10. Adjournment – Meeting adjourned at 3:21pm