

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS
OF SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT
AND RECORD OF ACTION**

May 20, 2025

FROM

DAN MUNSEY, Fire Chief/Fire Warden, San Bernardino County Fire Protection District

SUBJECT

Amendment to Memorandum of Understanding with the San Bernardino Regional Emergency Training Center for Instructor Led Trainings

RECOMMENDATION(S)

Acting as the governing body of the San Bernardino County Fire Protection District, approve **Amendment No. 3 to Memorandum of Understanding No. 22-1278** with the San Bernardino Regional Emergency Training Center, for Instructor Led Trainings, amending the reimbursement rates, updating the mailing address for San Bernardino County Fire Protection District, and extending the term for an additional five years, with all other contract terms remaining in effect, for a total contract period of July 1, 2021 through June 30, 2030.

(Presenter: Dan Munsey, Fire Chief/Fire Warden, 387-5779)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

FINANCIAL IMPACT

Approval of Amendment No. 3 (Amendment) will not result in the use of Discretionary General Funding (Net County Cost). The San Bernardino Regional Emergency Training Center (SBRETC) will compensate the San Bernardino County Fire Protection District (SBCFPD) for the cost of providing onsite Instructor Led Trainings at the SBRETC in accordance with the terms of Memorandum of Understanding Agreement No. 22-1278 (MOU). The costs will vary depending on the number of trainings scheduled and number of instructors. Services will be billed to the SBRETC at hourly rates as identified in the Amendment. Sufficient appropriation and revenue for this Amendment are included in the SBCFPD's 2025-26 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

SBRETC provides Aircraft Rescue and Fire Fighting (ARFF) training specially designed for those who provide fire services protection as military and Department of Defense firefighters, municipal firefighters, and volunteer firefighters.

On December 13, 2022 (Item No. 80), the Board of Directors (Board) approved the MOU for a retroactive period of July 1, 2021 through June 30, 2025, allowing SBCFPD to provide ARFF training at the SBRETC.

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On June 13, 2023 (Item No. 85), the Board approved Amendment No. 1 to the MOU, amending the personnel and equipment rates, with all other contract terms remaining the same.

On June 25, 2024 (Item No. 132), the Board approved Amendment No. 2 to the MOU, amending the personnel and equipment rates, with all other contract terms remaining the same.

Approval of Amendment No. 3 extends the term for an additional five years, continuing through June 30, 2030, amends the personnel and equipment rates, and updates the mailing address information for SBCFPD due to the relocation of its headquarters.

Either party may terminate the MOU at any time without cause with 30 days' prior written notice to the other party. All other terms of the MOU remain the same.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Richard Luczak, Deputy County Counsel, 387-5455) on March 19, 2025; Finance (Ivan Ramirez, Administrative Analyst, 387-4020) on March 31, 2025; County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on March 31, 2025.

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Record of Action of the Board of Directors
San Bernardino County Fire Protection District

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Dawn Rowe, Curt Hagman, Joe Baca, Jr.
Absent: Jesse Armendarez

Lynna Monell, SECRETARY

BY 
DATED: May 20, 2025



cc: SBCFPD - Munsey w/agree
Contractor - c/o SBCFPD w/agree
File - w/agree
CCM 05/22/2025