

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

September 9, 2025

FROM

MARK MCCULLOUGH, Director, Fleet Management Department

SUBJECT

Non-Financial Standard Student Facilities Use Agreement Template with Private Schools and Other Institutions

RECOMMENDATION(S)

1. Approve the non-financial Standard Student Facilities Use Agreement template with private schools and other institutions that establishes the terms and conditions for training and field experience of students, for the period of September 10, 2025, through September 10, 2030.
2. Authorize the Deputy Executive Officer or the Director of Fleet Management to make non-substantive changes to the non-financial Student Facilities Use Agreement template and execute the individual non-financial Standard Student Facilities Use Agreements with the private schools/other institutions, on behalf of the County, subject to review by County Counsel.

(Presenter: Mark McCullough, Director, 387-7870)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

Create, Maintain and Grow Jobs and Economic Value in the County.

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

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The Standard Student Facilities Use Agreement template (Agreement Template) is non-financial in nature.

BACKGROUND INFORMATION

Fleet Management (Fleet) employs skilled professionals across a range of specialties, including Vehicle Technicians, Mechanic Assistants, and Parts Specialists. Fleet is committed to supporting students involved in fleet-related educational programs by offering training, mentorship, and hands-on learning opportunities. Through the Student Facilities Use Program, Fleet provides access to facilities, equipment, and expert guidance to help students build valuable skills that contribute to a thriving economy.

Fleet conducted this program from September 2022 to June 2025, with the agreement adopted by the Board of Supervisors on September 13, 2022 (Item No. 31). Fleet technicians were teaching automotive maintenance and basic repair for a non-internship program that lasted six weeks. Once completed, participants were qualified for entry-level positions at various automotive maintenance garages or dealerships.

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The Agreement Template will allow Fleet to facilitate agreements with schools and other institutions to allow for the use of Fleet facilities and equipment so long as such access does not interfere with the regular activities of Fleet. In addition, Fleet is requesting authorization for the Deputy Executive Officer or Director of Fleet to execute the individual agreements with the private schools and other institutions, as well as making any non-substantive changes to the Agreement Template, subject to review by County Counsel. Fleet is utilizing an Agreement Template due to the potential for multiple schools and other institutions interested in participating in this type of program. Approval of this request will expedite the process with the participating schools and allow Fleet to promote the Countywide goal of growing jobs and economic value in the County. Upon approval, the Agreement Template will be effective for the period of September 10, 2025, through September 2030, and may be terminated without cause with a 30-day written notice.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on August 27, 2025; Risk Management (Stephanie Mead, Staff Analyst II, 386-9044) on August 11, 2025; County Finance and Administration (Jessica Trillo, Principal Administrative Analyst, 387-4222) on August 14, 2025.

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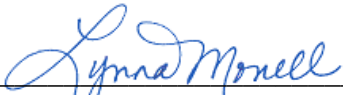
Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: September 9, 2025



cc: File - Fleet Management w/attach
CCM 09/15/2025