

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

December 5, 2023

**FROM**

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

**SUBJECT**

San Manuel Charitable Giving Grant Award

**RECOMMENDATION(S)**

Acting as the governing body of the San Bernardino County Fire Protection District:

1. Accept the San Manuel Charitable Giving Grant award (**Agreement No. 23-1274**) in the amount of \$99,999 and approve the Grant Award Letter Agreement with the San Manuel Band of Mission Indians for assistance in the purchase 42 digital radios and associated equipment to support the San Bernardino County Fire Protection District's hand crews of the Wildland Division in fire mitigation and fire suppression operations for the performance period of September 1, 2023 through August 31, 2024.
2. Approve **Amendment No. 1** to the Grant Award Letter **Agreement No. 23-1274** amending the confidentiality section to provide that the terms of the grant are confidential unless disclosure is required by law.
3. Authorize the Fire Chief/Fire Warden or Deputy Fire Chief to proceed with the following actions regarding the grant award on behalf of the San Bernardino County Fire Protection District:
  - a. Act as signatories for grant performance reports and other documents required to administer the grant.
  - b. Execute any non-substantive grant amendments, subject to County Counsel review.
4. Direct the officials listed in Recommendation No. 3 to transmit any non-substantive grant amendments identified in Recommendation No. 3.b. to the Secretary of the Board of Directors within 30 days of execution.
5. Authorize the Auditor-Controller/Treasurer/Tax Collector to post the necessary budget adjustments, as detailed in the Financial Impact section (Four votes required).

(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 these actions will not result in the use of Discretionary General Funding (Net County Cost). The grant award of \$99,999 will be used to purchase 42 digital radios and associated equipment for the San Bernardino County Fire Protection District's (SBCFPD) Wildland Division.

Budget adjustments for 2023-24 are shown in the table below.

**San Manuel Charitable Giving Grant Award  
December 5, 2023**

<b>Fund Center</b>	<b>Commitment Item/GL Account</b>	<b>Description</b>	<b>Action</b>	<b>Amount</b>
1068132410	40809945	Contributions/ Donations Private	Increase	\$99,999
1068132410	52002125	Inventoriable Equipment	Increase	\$99,999

**BACKGROUND INFORMATION**

On March 31, 2023, the County's Chief Executive Officer, in accordance with County Policy No. 05-13, authorized SBCFPD to submit an application for the San Manuel Charitable Giving Grant (Grant) offered through San Manuel Band of Mission Indians (San Manuel). The primary goal of the grant is to purchase 42 digital radios and associated equipment needed to support SBCFPD's hand crews of the Wildland Division and efforts in fire mitigation and fire suppression operations.

On September 1, 2023, San Manuel notified SBCFPD that its grant application was successful and \$99,999 had been awarded. SBCFPD intends to use these funds to purchase 42 digital radios and associated equipment to support the hand crews of the Wildland Division. Board of Directors (Board) approval is required to accept this grant in accordance with County Policy No. 05-13. The performance period of this grant is from September 1, 2023, to August 31, 2024. This item is being presented at this time as this is the first Board date available following the required fiscal, administrative, and legal reviews. Amendment No. 1 to the Grant Award Letter Agreement, dated September 1, 2023, amending the confidentiality section to provide that the terms of the grant are confidential unless disclosure is required by law.

SBCFPD is requesting a delegation of authority for the officials listed in Recommendation No. 3 to execute documents related to acceptance of the grant award, submittal of the periodic reports, and, if necessary, any non-substantive grant amendments. This delegation of authority will allow SBCFPD to administer the grant in a cost-effective manner and allow SBCFPD to expedite any approvals of non-substantive grant amendments to the grant award. Grant amendments are subject to County Counsel review.

**PROCUREMENT**

Purchases will be made following Policy 11-04 Procurement of Goods, Supplies, Equipment and Services.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Scott Runyan, Principal Assistant County Counsel, 387-5455) on November 8, 2023; Auditor-Controller/Treasurer/Tax Collector (Charlene Huang, Auditor-Controller Manager, 382-7022) on November 8, 2023; Finance (Tom Forster, Administrative Analyst, 387-4635) on November 9, 2023; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on November 14, 2023.


**San Manuel Charitable Giving Grant Award  
December 5, 2023**

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

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, SECRETARY

BY   
DATED: December 5, 2023



cc:    SBCFPD - Munsey w/ agrees  
      Contractor c/o SBCFPD w/ agree  
      File w/ agree  
JLL    12/6/2023