



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Department Name:** Fire Department  
**Department No.:** 031  
**For Agenda Of:** November 1, 2022  
**Placement:** Administrative  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Mark A. Hartwig, Fire Chief/Fire Warden 805-681-5500  
Director  
Contact Info: Garrett Huff, Division Chief EMS/Training 805-681-5503  
**SUBJECT:** Agreement for Instructional Services between the County of Santa Barbara and Allan Hancock College Joint Community College District

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:** That the Board of Supervisors:

- a) Approve and authorize the Chair to execute an Agreement for Instructional Services (Attachment A) in which the Santa Barbara County Fire Department (SBCFD) will provide instructional services and support to Allan Hancock Joint Community College District (AHJCCD) for the delivery of agreed-upon educational courses; and
- b) Approve and authorize the Fire Chief, or designee, to execute the Agreement with Instructor, as necessary, when new instructors are selected; and
- c) Determine that these activities are exempt from California Environmental Quality Act review per CEQA Guideline Section 15378(b)(4), since the recommended actions are governmental fiscal activities that do not involve a commitment to any specific project which may result in a potentially significant physical impact on the environment.

**Summary Text:**

This Agreement replaces a previously expired Agreement for Instructional Services giving an opportunity for the SBCFD and AHJCCD to continue to expand upon their existing facility use partnership. With the Agreement, SBCFD will be able to provide expanded ongoing quality in-service training classes using certified and experienced SBCFD instructors at the centrally located, state-of-the-art Public Safety Training Complex. The classes will also be available to others currently active in the

fire service, in addition to students pursuing careers in the fire service throughout the County and surrounding communities.

**Background:**

The Allan Hancock Public Safety Training Complex facilities consist of administration/classrooms, vehicle apparatus, residential prop burn buildings, a six-story fire training tower, shooting range, fire and law enforcement training ground elements, and an Emergency Vehicle Operations Course (EVOC). SBCFD, as a public safety partner, has successfully used the facility since it opened in 2014 for various academy and training events, and the AHJCCD has supported these efforts through structured equipment and/or vehicle donations. This Agreement replaces a previously expired agreement for instructional services between the SBCFD and AHJCCD.

With the Agreement, AHJCCD will provide facilities space for instruction at the Allan Hancock Public Safety Training Complex in Lompoc, assist with administrative and student support services, will pay Fire at a rate of \$4.75 per student instructional (contact) hour eligible for State general apportionment, and reimburse Fire up to \$500 for approved instructional consumable materials (if applicable).

The term of this Agreement shall be for a period of time commencing on November 1, 2022, through June 30, 2025. This agreement may be extended by amendment for additional periods of two (2) years upon agreement in writing by both parties. Notwithstanding the foregoing, the SBCFD and AHJCCD may terminate this contract with or without cause, upon 30 days' written notice.

SBCFD benefits from this Agreement through the avoidance of facility-related costs that would be incurred to rent or provide comparable training space. SBCFD also benefits with the receipt of State apportionment funding to offset ongoing and eligible training costs. There are also benefits created as a result of greater visibility and interactions with current and future fire professionals.

AHJCCD benefits as a result of reduced costs for instructional services and improved utilization of AHJCCD facilities and staff resources, resulting in more efficient educational service delivery.

**Fiscal and Facilities Impacts:** The costs associated with this Agreement are budgeted as part of the ongoing expenditures within the Fire District Fund, including materials and staff time. The revenue that will be received under this agreement would partially offset these existing ongoing budgeted costs. Revenue under this agreement is estimated to be approximately \$10,000 annually.

Budgeted: Yes

**Fiscal Analysis:**

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal			
Fees			
Other:	\$ 10,000.00	\$ 10,000.00	\$ -
Total	\$ 10,000.00	\$ 10,000.00	\$ -

Narrative:

**Staffing Impacts:** No staffing impacts are identified.

**Special Instructions:**

Please provide a copy of the fully executed Agreement to Division Chief Garrett Huff, Fire Department.

**Attachments:**

Attachment A: Instructional Services Agreement between the County of Santa Barbara and Allan Hancock College Joint Community College District

**Authored by:**

Garrett Huff, Division Chief, EMS & Training

**cc:**

Anthony Stornetta, Deputy Chief of Operations