

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM: 3.35
(ID # 30564)

MEETING DATE:
Tuesday, June 09, 2026

FROM : SHERIFF-CORONER-PA AND Fire

SUBJECT: FIRE DEPARTMENT/SHERIFF-CORONER-PA: Ratify and Approve the Five (5) Year Business and Operational Agreement with Riverside Community College District (RCCD), on Behalf of Moreno Valley College (MVC) for Public Safety Education and Training, Career and Technical Education Programs at the Ben Clark Training Center (BCTC), All Districts. [Total Cost \$3,225,000 with up to \$322,500 in additional compensation, 100% Sheriff's Budget].

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve the Business and Operational Agreement Between Riverside Community College District, on Behalf of Moreno Valley College, and the County of Riverside for the Public Safety Education and Training, Career and Technical Education Programs at Ben Clark Training Center (Agreement), and all Appendices thereto, for an aggregate amount of \$3,547,500 from July 1, 2026 through June 30, 2031 and authorize the Chair of the Board to sign the Agreement on behalf of the County;

Continued on page 2

ACTION: Policy

Zachary Hall
Zachary Hall, ASSISTANT SHERIFF 5/29/2026


Geoff Pemberton
Geoff Pemberton, Chief Deputy County Fire 6/2/2026

Robert Fish
Robert Fish, Fire Department Chief 6/2/2026

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Medina, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: June 9, 2026
xc: Fire, Sheriff

Kimberly A. Fector
Clerk of the Board
By: 
Deputy

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RECOMMENDED MOTION: That the Board of Supervisors:

2. Authorize Purchasing Agent, in accordance with Ordinance 459 and based on the availability of fiscal funding, to issue Purchase Orders for payment of services performed from January 1, 2025, through June 30, 2026, and for payments of services performed within the approved compensation amounts of the Agreement; and
3. Authorize the Chief Deputy County Fire to negotiate and execute any amendments to the Appendices, including Appendix A General Courses, Appendix C ISA Fire, Appendix D Exhibit A Fire Drill Grounds, Appendix D Rental Space Agreement Mutual Use Areas and Fee Schedule, Appendix E Fire Captain, Appendix F Fire Equipment and Fuel, Appendix G EMS Ride-Along Program, subject to approval as to form by County Counsel.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 308,877	\$ 308,877	\$ 1,544,385	\$ 0
NET COUNTY COST	\$ 645,000	\$ 645,000	\$ 3,547,500	\$ 0
SOURCE OF FUNDS: 100% Sheriff's Budget Contract revenue from the Riverside Community College District on behalf of Moreno Valley College			Budget Adjustment: No	
			For Fiscal Year: 26/27 – 30/31	

C.E.O. RECOMMENDATION: Approve
BR #26-049

BACKGROUND:

Summary

SHERIFF:

The Riverside County Sheriff's Office, in partnership with the County Fire Department, operate the Ben Clark Public Safety Training Center (BCTC). Both agencies contract with the Riverside Community College District (RCCD) to offer a full public safety curriculum and provide college credits to students enrolled in co-sponsored classes at BCTC.

The Riverside County Sheriff's Office (RSO) is asking for approval of the Business and Operational Agreement which contains appendices that support administrative and operational functions conducted at BCTC. Per this agreement, RCCD, on behalf of Moreno Vally College (MVC), is responsible for compliance with educational requirements imposed by law and all academic matters, including the approval of course content, course curriculum, methods of instruction, testing, and grading procedures. RSO will recommend qualified instructors that meet State training mandates as well as meet the RCCD's minimum or equivalent qualifications for hiring as part-time Administration of Justice Instructors. RCCD shall invoice the County for enrollment fees set forth by the State Legislature upon course completions for applicable RSO sponsored students.

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RSO is also seeking approval of the Mutual Use Areas, Rental Space Agreement and Fee Schedule (Mutual Use Agreement), attached to the Agreement as Appendix D. The Mutual Use Agreement specifies designated and agreed upon areas to be used for the training and instruction of employees and students. RSO agrees to invoice the College, when applicable, based on the Board approved Schedule of Fees listed in Exhibit A to the Mutual Use Agreement.

FIRE:

RCCD, on behalf of MVC, seeks to consolidate multiple existing agreements with the Riverside County Fire Department (Fire Department) into a single Agreement for a five-year term from July 1, 2026 through June 30, 2031.

Under this Agreement, RCCD/MVC will continue its long-standing partnership with the Fire Department to deliver comprehensive public safety education and training programs at the BCTC. These services include the continuation of the Inter-Agency Instructional Services Agreement, through which MVC provides academic oversight for Administration of Justice and Fire Technology programs, including curriculum, instruction, grading, and compliance with applicable laws, while the Fire Department recommends and approves qualified instructors in accordance with State training requirements.

The Agreement also provides for continued use of the Fire Training Structure for firefighter safety and survival training at no cost, with the Fire Department responsible for maintenance and upkeep. Additionally, RCCD will continue contracting with the Fire Department for a Fire Captain to serve as Fire Academy Program Manager, with RCCD reimbursing associated salary and mileage costs.

Further, the Agreement includes continued provision of fuel and propane at cost to support Fire Academy training operations, as well as ongoing collaboration in Emergency Medical Services (EMS) programs. These EMS programs provide students with required field experience and hands-on training in accordance with State regulations and established internship guidelines.

This Agreement reflects no changes in the scope or level of services from prior agreements and supports continued workforce development in fire service, emergency medical services, and public safety disciplines.

The Riverside County Fire Department, in cooperation with CAL FIRE, continues to benefit from its longstanding partnership with the Riverside Community College District and the services outlined in this Agreement. This collaboration supports ongoing public safety training and workforce development efforts within the County of Riverside. The Agreement has been reviewed and approved to form by County Counsel.

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Impact on Residents and Businesses

RSO continues to provide viable and resourceful training for personnel for the overall safety and security of the citizens and businesses throughout the County of Riverside.

There is no direct impact on the residents and businesses in approving this Agreement with the Riverside County Fire Department. There are no changes as to the level of service provided to the RCCD.

Contract History and Price Reasonableness

RCCD has maintained a long-standing contractual relationship with the Riverside County Fire Department for the various services included in this Agreement.

On June 6, 2017 (Minute Order 3.24), the Board of Supervisors approved the Instructional Service Agreement with RCCD to offer a full public safety curriculum and provide college credits to students enrolled in co-sponsored classes. These classes are held at the BCTC.

RCCD invoices RSO for enrollment fees set forth by the State Legislature upon course completions for applicable Sheriff's Office sponsored students at BCTC. RCCD shall ensure that all scheduled courses and programs meet the appropriate State of California Government Code Title 5 and State of California Education Code. RCCD is also responsible for notifying and providing RSO the opportunity to address any increases of originating fees.

RCCD has contracted for the Inter-Agency Instructional Services Agreement since FY 2011/12, with no changes in the level of services provided since the previous agreement approved on March 22, 2022 (Minute Order 3.17). The Fire Training Structure Agreement has been in place since FY 2017/18, with no changes in service levels since approval on August 29, 2017 (Minute Order 3.70).

The Fire Academy Program Manager services for RCCD's Fire Technology Program date back to 1998, with no changes in the level of service since the most recent agreement was approved on March 23, 2021 (Minute Order 3.14). RCCD has also contracted with the Fire Department for Fuel and Propane services since 2010, with no changes since the agreement was approved June 28, 2022 (Minute Order 3.28).

Finally, RCCD has maintained an agreement for an Emergency Medical Services (EMS) program since FY 2004/05, with no changes in the level of services since the previous agreement dated February 7, 2023 (Minute Order 3.10).

The continuity of these agreements demonstrates that the services and associated costs remain consistent and reasonable, with no material changes in scope or pricing.

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Attachments

Business and Operational Agreement – 3 copies
Appendix A General Courses – 1 copy
Appendix B ISA Sheriff – 1 copy
Appendix C ISA Fire – 3 copies
Appendix D Rental Space Agreement – 4 copies
Appendix D Exhibit A Fire Drill Grounds – 4 copies
Appendix E Fire Captain – 3 copies
Appendix F Fire Equipment and Fuel – 3 copies
Appendix G EMS Field Ride-Along Program – 3 copies
Policy H-30 – 1 copy
Exhibit A Schedule of Fees (attached to Appendix D) – 1 copy



Rebecca S Cortez, Principal Management Analyst 6/4/2026



Aaron Gettis, Chief Deputy County Counsel 5/21/2026

**BUSINESS AND OPERATIONAL AGREEMENT BETWEEN RIVERSIDE COMMUNITY COLLEGE DISTRICT,
ON BEHALF OF MORENO VALLEY COLLEGE, AND THE COUNTY OF RIVERSIDE FOR PUBLIC SAFETY
EDUCATION AND TRAINING, CAREER AND TECHNICAL EDUCATION PROGRAMS, AT THE BEN
CLARK TRAINING CENTER**

This Agreement is made to provide business practices, academic, career and technical education services in the Public Safety Education and Training programs on by Riverside County, on behalf of the RIVERSIDE COUNTY SHERIFF'S OFFICE and RIVERSIDE COUNTY FIRE DEPARTMENT (herein called "COUNTY"), at the Ben Clark Public Safety Training Center ("BCTC"), and The Riverside Community College District, on behalf of Moreno Valley College (herein called "MVC"), Moreno Valley College Education Center, School of Public Safety at BCTC.

1. AGREEMENT TERM

This Agreement shall be for five years, commencing July 1, 2026, and terminating June 30, 2031, unless terminated by either party in the manner set forth herein.

In the event the parties intend to renew this Agreement at the end of the term for another period, and the parties have not yet finalized a renewal Agreement, the terms and conditions of this Agreement will continue in full force and effect, for ninety (90) days, until a new agreement can be completed, approved and signed by the parties.

This Agreement supersedes agreements between the Riverside Community College District, on behalf of Moreno Valley College and the County of Riverside on behalf of the County Fire Department as follows:

- a. Inter--Agency Instructional Services Agreement dated March 22, 2022.
- b. Agreement Between Riverside Community College District and the County of Riverside -- Fire Technology Operations and Logistics Coordinator with a term of July 1, 2020, to June 30, 2025.
- c. Fuel and Propane Use Agreement dated June 28, 2022.
- d. College/Prehospital Provider Agreement to Provide Supervised Field Service Experience for EMS Program Students Agreement with a term of July 1, 2022, to June 30, 2027.

The Agreement contains appendixes that support administrative and operational functions conducted at BCTC between the COUNTY and MVC allowing delegated administrators to work collaboratively for the mutual benefit of essential public safety training.

The following appendixes will be used to meet the goals of the training center and serve as an outline for each operational function.

- a. Appendix A College Instructed Course Offerings (Law Academies)
- b. Appendix B Instructional Service Agreement for Sheriff (Advanced Officer Training)
- c. Appendix C Instructional Service Agreement for Fire (Advanced Courses)
- d. Appendix D Mutual Use Areas, Rental Space Agreement and Fee Schedule
- e. Appendix E Fire Captain Academy Coordinator
- f. Appendix F Fire Equipment and Fuel/Propane Use
- g. Appendix G EMS Field Ride Along Program

2. HOLD HARMLESS/INDEMNITY

- a. Each Party shall indemnify and hold harmless the other Party, its Agencies, Districts, Special Districts and Departments, their respective directors, officers, Boards, elected and appointed officials, employees, agents and representatives (individually and collectively hereinafter referred to as Indemnitees) from any liability whatsoever, based or asserted upon any services of the Indemnifying Party, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to this Agreement, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature whatsoever arising from the performance of the Indemnifying Party, its officers, employees, subcontractors, agents or representatives Indemnitors from this Agreement. the Indemnifying Party shall defend, at its sole expense, all costs and fees including, but not limited, to attorney fees, cost of investigation, defense and settlements or awards, the Indemnitees in any claim or action based upon such alleged acts or omissions.
- b. With respect to any action or claim subject to indemnification herein, Indemnifying Party shall, at their sole cost, have the right to use counsel of their own choice and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of Indemnitees; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes Indemnifying Party's indemnification to Indemnitees as set forth herein.
- c. Indemnifying Party's obligation hereunder shall be satisfied when Indemnifying Party has provided to Indemnitees the appropriate form of dismissal relieving Indemnitees from any liability for the action or claim involved.
- d. The specified insurance limits required in this Agreement shall in no way limit or circumscribe Indemnifying Party's obligations to indemnify and hold harmless the Indemnitees herein from third party claims.
- e. In the event there is conflict between this clause and California Civil Code Section 2782, this clause shall be interpreted to comply with Civil Code 2782. Such interpretation shall not relieve the Indemnifying Party from indemnifying the Indemnitees to the fullest extent allowed by law.

3. INSURANCE

Without limiting or diminishing the Indemnifying Party's obligation to indemnify or hold the Indemnitees harmless, each Party shall procure and maintain or cause to be maintained, at its sole cost and expense, the following insurance or self-insurance coverage during the term of this Agreement. As respects the insurance section only, the COUNTY herein refers to the County of Riverside, its Agencies, Districts, Special Districts, and Departments, their respective directors, officers, Board of Supervisors, employees, elected or appointed officials, agents or representatives as Additional Insureds:

a. Workers' Compensation:

Each Party shall maintain statutory Workers' Compensation Insurance (Coverage A) as prescribed by the laws of the State of California. Policy shall include Employers'

Liability (Coverage B) including Occupational Disease with limits not less than \$1,000,000 per person per accident. The MVC policy shall be endorsed to waive subrogation in favor of The County of Riverside. The MVC Policy shall name the COUNTY as Additional Insureds.

b. Commercial General Liability:

Commercial General Liability insurance coverage, including but not limited to, premises liability, unmodified contractual liability, products and completed operations liability, personal and advertising injury, and cross liability coverage, covering claims which may arise from or out of each respective Party's performance of its obligations hereunder. Policy shall name the other Party as Additional Insured. Policy's limit of liability shall not be less than \$2,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or be no less than two (2) times the occurrence limit. Policy shall name the other Party as Additional Insureds.

c. Vehicle Liability:

If vehicles or mobile equipment are used in the performance of the obligations under this Agreement, then each Party shall maintain liability insurance for all owned, non-owned or hired vehicles so used in an amount not less than \$1,000,000 per occurrence combined single limit. If such insurance contains a general aggregate limit, it shall apply separately to this Agreement or be no less than two (2) times the occurrence limit. Policy shall name the other Party as Additional Insureds.

d. Professional Liability:

Each Party shall maintain Professional Liability Insurance providing coverage for the performance of work included within this Agreement, with a limit of liability of not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate. If the Professional Liability Insurance is written on a claims made basis rather than an occurrence basis, such insurance shall continue through the term of this Agreement and the applicable Party shall purchase at its sole expense either 1) an Extended Reporting Endorsement (also, known as Tail Coverage); or 2) Prior Dates Coverage from new insurer with a retroactive date back to the date of, or prior to, the inception of this Agreement; or 3) demonstrate through Certificates of Insurance that the Party has maintained continuous coverage with the same or original insurer. Coverage provided under items; 1), 2), or 3) will continue as long as the law allows. Policy shall name the other Party as Additional Insureds.

e. General Insurance Provision:

1. Any insurance carrier providing insurance coverage hereunder shall be admitted to the State of California and have an A M BEST rating of not less than A: VIII (A:8) unless such requirements are waived, in writing, by the County Risk Manager. If the County's Risk Manager waives a requirement for a particular insurer, such waiver is only valid for that specific insurer and only for one policy term.
2. The MVC must declare its insurance self-insured retention for each coverage required herein. If any such self-insured retention exceeds \$500,000 per occurrence, each such retention shall have the prior written consent of the County Risk Manager before the commencement of operations under this

Agreement. Upon notification of self-insured retention unacceptable to the COUNTY, and at the election of the County's Risk Manager, MVC's carriers shall either: 1) reduce or eliminate such self-insured retention as respects this Agreement with the COUNTY, or 2) procure a bond which guarantees payment of losses and related investigations, claims administration, and defense costs and expenses.

3. MVC shall cause MVC's insurance carrier(s) to furnish COUNTY with either 1) a properly executed original Certificate(s) of Insurance and certified original copies of Endorsements effecting coverage as required herein, and 2) if requested to do so orally or in writing by the County Risk Manager, provide original Certified copies of policies including all Endorsements and all attachments thereto, showing such insurance is in full force and effect. Further, said Certificate(s) and policies of insurance shall contain the covenant of the insurance carrier(s) that a minimum of thirty (30) days' written notice shall be given COUNTY prior to any material modification, cancellation, expiration or reduction in coverage of such insurance. If MVC insurance carrier(s) policies does not meet the minimum notice requirement found herein, MVC shall cause MVC's insurance carrier(s) to furnish a 30-day Notice of Cancellation Endorsement.
4. In the event of a material modification, cancellation, expiration, or reduction in coverage, this Agreement shall terminate forthwith, unless COUNTY receives, prior to such effective date, another properly executed original Certificate of Insurance and original copies of endorsements or certified original policies, including all endorsements and attachments thereto evidencing coverage's set forth herein and the insurance required herein is in full force and effect. MVC shall not commence operations until the COUNTY has been furnished original Certificate(s) of Insurance and certified original copies of endorsements and, if requested, certified original policies of insurance including all endorsements and any and all other attachments as required in this Section. An individual authorized by the insurance carrier to do so on its behalf shall sign the original endorsements for each policy and the Certificate of Insurance.
5. It is understood and agreed to by the Parties hereto that the Indemnifying Party's insurance shall be construed as primary insurance, and the Indemnitees's insurance and/or deductibles and/or self-insured retention or self-insured programs shall not be construed as contributory.
6. If, during the term of this Agreement or any extension thereof, there is a material change in the scope of services; or, there is a material change in the equipment to be used in the performance of the scope of work; or, the term of this Agreement, including any extensions thereof, exceeds five (5) years, the COUNTY reserves the right to adjust the types of insurance and the monetary limits of liability required under this Agreement, if in the County Risk Management's reasonable judgment, the amount or type of insurance carried by the MVC has become inadequate.
7. MVC shall pass down the insurance obligations contained herein to all tiers of subcontractors working under this Agreement.

8. The insurance requirements contained in this Agreement may be met with a program(s) of self-insurance acceptable to the COUNTY.
9. MVC agrees to notify COUNTY of any claim by a third party or any incident or event that may give rise to a claim arising from the performance of this Agreement.
 - f. All students performing field work, internships and similar activities who are registered in for-credit courses for which the internships are required are covered with the MVC's general and/or professional liability insurance with blanket policies.
 - g. The policies required hereunder shall provide for written notice to COUNTY at least thirty (30) days prior to the cancellation or modification of any above-mentioned insurance.
 - h. MVC shall provide COUNTY with certificates of insurance as evidence that all coverage required under this Agreement listed above have been obtained and are in full force and effect. COUNTY shall be named on all policies required under this Agreement as an additional insured per the requirements of this Agreement. Certificates of insurance must be supplied within five (5) days of effective date of this Agreement, and thereafter prior to the expiration date noted upon each certificate. Such policies and the insurers thereunder shall be subject to reasonable and good faith approval by COUNTY.
 - i. It is understood and agreed that the MVC is a self-insured public agency of the State of California. MVC also maintains self-insurance programs to fund its respective liabilities.

4. ACCIDENTS

If a death, serious personal injury or property damage occurs in connection with the performance of this Agreement, MVC shall immediately notify the BCTC staff or Riverside County Sheriff Dispatch department. MVC shall submit to the COUNTY a written report, in such form as may be required by the COUNTY of all accidents that occur in connection with this Agreement within 24 hours. This report must include the following information:

- a. Name and address of the injured or deceased person(s);
- b. Name and address of MVC's risk manager for purposes of Insurance coverage;
- c. A detailed description of the accident and whether any of COUNTY equipment, tools, material or staff involved;
- d. Name, address, phone number, and driver's license number of MVC authorized driver;
- e. Accident narrative prepared by MVC authorized driver; and
- f. Digital photographs of accident site, vehicle, and/or any property damage.

5. TERMINATION OF AGREEMENT

Either party may terminate this Agreement, without cause, with one hundred eighty (180) days' prior written notice. Any courses that are fully enrolled, or are in progress at the time written notice is provided, shall be completed as provided for in this Agreement.

6. DISPUTES

- a. Any dispute concerning a question of fact arising under the terms of this Agreement which is not disposed of within a reasonable period of time (ten days) by the parties normally responsible for the administration of this Agreement shall be brought to the attention of the chief administrative officer (or designated representative) of each organization for joint resolution. Disputes that are not resolved informally by parties' representatives may be resolved, by mutual agreement of the Parties, through alternate forms of dispute resolution, including, but not limited to, mediation or nonbinding arbitration. The costs associated with the selected form of dispute resolution such as mediation or non-binding arbitration shall be shared equally among the participating parties.
- b. In the event a joint resolution cannot be reached between the parties and litigation ensues between the parties to enforce any of the provisions of this Agreement or any right of either party to this Agreement, the parties agree to pay their own attorneys' fees incurred.
- c. Any claims or causes of action, whether they arise out of unresolved disputes as specified in this Section or claims by third parties that are made against the COUNTY, shall be submitted to the Office of the Clerk of the Board for the County of Riverside in a timely manner.

7. NOTICES

Any notices to be given herein by either party to the other may be affected by either personal delivery in writing or mail, registered or certified, prepaid with return receipt requested. Each party may change the address below by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of the time of actual receipt; mailed notices will be deemed communicated as of three days after mailing. Notices may be mailed as follows:

Riverside County Sheriff's Office
Chad Bianco, Sheriff
P.O. Box 512
Riverside, CA 92502

Riverside County Fire Department
Chief Deputy
210 W. San Jacinto
Perris, CA 92570

Moreno Valley College
President
16130 Lasselle Street
Moreno Valley, CA 92551

8. AUDIT

The Parties agree that their accountants/auditors, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy records and supporting documentation pertaining to the performance of this Agreement. The Parties agree to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. The Parties agree to allow the auditor(s) access to such records during normal business hours (Monday through Friday 8:00 AM to 5:00 PM) and to allow interviews of any employees who might reasonably have information related to such records. Further, the Parties agree to include a similar right of the State to audit

records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code, § 8546.7; Pub. Contract Code, § 10115 et seq.)

9. REPRESENTATION

- a. COUNTY hereby appoints the Sheriff and County Fire Chief Deputy, or designees, at Ben Clark Training Center, as its authorized representative to administer this Agreement.
- b. MVC hereby appoints the Dean of Instruction, School of Public Safety at Ben Clark Training Center, or designee, as its authorized representative to administer this Agreement.

10. NON-DISCRIMINATION

The parties shall not discriminate against any person in the provision of services, or employment of persons on the basis of ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law. The parties understand that harassment of any student or employees of the respective parties with regard to ethnic group identification, national origin, religion, age, gender, gender identity, gender expression, race or ethnicity, color, ancestry, genetic information, sexual orientation, physical or mental disability, pregnancy, or any characteristic listed or defined in Section 11135 of the Government Code or any characteristic that is contained in the prohibition of hate crimes set forth in subdivision (1) of Section 422.6 of the California Penal Code, or any other status protected by law is strictly prohibited.

The parties are responsible for making sure that their respective contractors and subcontractors adhere to the above.

11. PARTIAL INVALIDITY

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

12. ALTERATION OF TERMS

No addition to, or alteration of, the terms of this Agreement, whether by written or verbal understanding of the parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this Agreement, which is formally approved and executed by both parties.

13. GOVERNING LAW

This Agreement will be governed by and construed in accordance with the laws of the State of California and the venue of any action or proceeding in connection herewith shall be the County of Riverside, State of California.

14. PUBLIC RECORDS ACT REQUESTS

The Parties understand and acknowledge that, as public agencies, COUNTY and CITY are required to comply with the Public Records Act ("PRA," Gov. Code, § 7920 et seq.),

which provides for the right of access to public records and other information in the event of the receipt of a qualifying request under the PRA. The Parties understand and acknowledge that such compliance may require disclosure of all relevant, non-exempt documents that fall within the scope of a qualifying request under the PRA, including documents received from and/or concerning the other Party to this Agreement.

15. ELECTRONIC SIGNATURE

This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each party of this Agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transaction Act ("CUETA") Civ. Code, §§ 1633.1 to 1633.17), for executing this agreement. The parties further agree that the electronic signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among parties in California, including a government agency. Digital signature means an electronic identifier created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

16. ENTIRE AGREEMENT

This Agreement is intended by the Parties hereto as a final expression of their understanding, with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior or contemporaneous agreements and understandings, oral or written, in connection therewith. No amendments of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreements not incorporated herein shall be binding on any of the parties hereto.

The duly authorized representatives of the Parties have signed in confirmation of this Agreement as of the dates indicated below.

SIGNATURE PAGE TO FOLLOW

Date: _____

RIVERSIDE COMMUNITY COLLEGE DISTRICT

By: 
AARON BROWN, Vice Chancellor
Business and Financial Services


Date: 5/21/2026

MORENO VALLEY COLLEGE

By: 
RUDY BESI KOF, President
Moreno Valley College

Date: 5/15/26

RIVERSIDE COUNTY SHERIFF'S OFFICE

By: 
CHAD BIANCO, Sheriff-Coroner

Date: _____

RIVERSIDE COUNTY FIRE DEPARTMENT

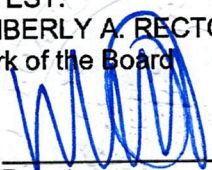
By: 
GEOFFERY PEMBERTON, Chief Deputy

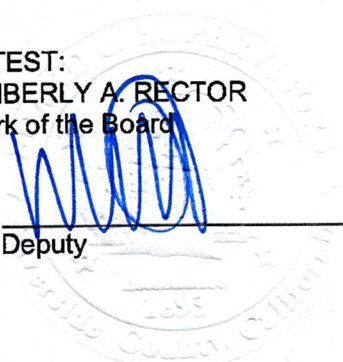
Date: JUN 09 2026

RIVERSIDE COUNTY, a political subdivision of the State of California

By: 
KAREN SPIEGEL, Chair Board of Supervisors

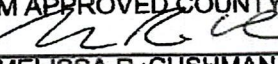
ATTEST:
KIMBERLY A. RECTOR
Clerk of the Board

By: 
Deputy



APPROVED AS TO FORM:
MINH C. TRAN
County Counsel

By: 
AMRIT P. DHILLON
Deputy County Counsel
On behalf of Sheriff's Office

FORM APPROVED COUNTY COUNSEL
BY:  5/13/2026
MELISSA R. CUSHMAN DATE
On behalf of Fire

Appendix A

COLLEGE INSTRUCTED COURSE OFFERINGS

1. COURSES, CURRICULUM, INSTRUCTION, CLASS SIZE

- a. COUNTY shall submit to MVC courses or programs for college credit to augment training for personnel or to provide augmented training for personnel to develop specialized skills for professional advancement;
- b. MVC, in accordance with its curriculum procedures, will approve the course content, course curriculum, and methods of instruction. MVC will provide orientation of faculty, instructor manuals, course outlines, curriculum materials, testing and grading procedures and any other services it provides to hourly instructors in the District;
- c. MVC will determine minimum class sizes. MVC may also set a maximum class size and course credit;
- d. The approved courses of instruction to be offered are listed on Attachment A. Additional courses from the MVC Catalog may also be included on this list. Other MVC approved courses may be added, deleted, or revised;
- e. COUNTY agrees to provide written notice to MVC at least (90) calendar days prior to offering approved courses or programs, which shall include all relevant course information and proposed course outlines to meet the stated performance objectives or student learning outcomes.

2. COUNTY RESPONSIBILITIES

- a. Instruction by COUNTY shall include the development of appropriate lecture and practical application of materials; recommendation of college level instructors who meet minimum qualifications or equivalent; development, presentation, and assessment of educational support lectures and laboratory sessions in conjunction with MVC and under the supervision and control of an MVC employee who has met the minimum qualifications for instruction in career and technical education in a California Community College;
- b. COUNTY shall provide MVC with a schedule of all proposed instructional activities related to the academic and career and technical education programs, beginning with the second week of February, of each year, for the subsequent school year commencing with the second week in June. The MVC Curriculum Committee accepts for consideration new course and program, between September and May of the following academic year;
- c. COUNTY and MVC agree to consult and cooperate regarding scheduling of courses, any changes in curriculum, hours, units of credit, or other course changes, but the decision of MVC as to all academic matters and compliance with educational requirements imposed by law shall be final;

- d. COUNTY may develop a schedule of courses in accordance with MVC's targeted number of course sections for the next academic term or academic year;
- e. COUNTY will adhere to the California Police Officer Standards and Training (POST) accreditation standards and shall permit MVC to have access to its existing current course outlines and other state approved course outlines;
- f. COUNTY shall ensure that all instructors, in collaboration with MVC personnel, certify acknowledgment, in written form, from each instructor that MVC has the right to control and direct the educational programs that are the subject of this agreement;
- g. COUNTY shall offer courses in accordance with MVC's approved course outlines so that the stated student learning outcomes will be met;
- h. COUNTY shall submit proposals for new course outlines and revisions of approved course outlines following MVC's curriculum development process, which shall be presented through the curriculum process;
- i. COUNTY shall permit MVC staff to have complete access to all instructional activities;
- j. COUNTY will advertise, on its website, MVC's classes;
- k. Per California Code of Regulations, Title 5, Sections 59400-59408, students will only be charged a fee for instructional materials that have continuing value to students outside of the classroom setting, such as textbooks, tools, equipment, clothing, and those materials which are necessary for a student's vocational training and employment;
- l. COUNTY shall ensure and verify that the instructional activities to be conducted are not fully funded from any other source or sources;
- m. COUNTY shall agree to comply with all reasonable requests of MVC and to provide access to all documents related to the instructional programs necessary for the performance of MVC's duties under this Agreement;
- n. COUNTY shall provide managerial oversight to coordinate instruction and to administer support for career and technical education programs held at the Ben Clark Training Center or mutually agreed upon location;
- o. COUNTY shall cooperate with MVC to ensure that all personnel, equipment, and materials used in carrying out the responsibilities of COUNTY under this agreement conform to Education Code and Title 5 mandated standards governing instructional programs;

- p. COUNTY may use Special Topic Lecturers who must submit to MVC a completed MVC "Special Topics Lecturer Agreement," along with a POST qualification resume for instruction in an administration of justice course, to lecture on a special topic within an MVC approved course. COUNTY may use Special Topic Lecturers who must submit to MVC a completed MVC "Special Topics Lecturer Agreement," along with a POST resume for instructed law enforcement academies. MVC must approve the Special Topic Lecturer prior to the individual lecturing on the specific topic in the course. Special Topic Lecturers cannot be the primary instructor or instructor of record in the course;
- q. COUNTY shall provide MVC a course syllabus for every course taught that will be submitted to MVC by the first day of class; Student Learning Outcomes assessment will be completed and submitted within one week of the end of class; class grades and attendance hours will be entered into the college's web-based program within five days of the end of class; and, a completed, signed, and dated hard-copy student positive attendance roster at the end of each course offered through MVC;
- r. COUNTY reserves the right to close the Ben Clark Training Center during times of emergency or when needed by the Sheriff or Fire Department for their activities. COUNTY shall notify MVC of any such closure as soon as practicable, but not less than 48 hours prior to closure, unless the closure is for an emergency due to natural disaster or a catastrophic event and in that case, notice shall be as soon as possible after the decision to do the closure.

3. MVC RESPONSIBILITIES

- a. MVC agrees to process the completed enrollment applications for the purpose of obtaining financial support from the State of California;
- b. MVC shall provide current course outlines for each course making up the designated programs and shall keep its college catalog current regarding its designated programs;
- c. MVC shall schedule all portions of designated academic and career and technical education programs approved by COUNTY to be part of the programmatic course of study offered by MVC, approved by MVC's Curriculum Committee, its Board of Trustees, curricular approval through the state Chancellor's Office and published in the current college Catalog;
- d. MVC has the direct responsibility to supervise the instruction of all instructors
- e. MVC shall offer academic and career and technical education courses and programs, approved by the Board of Trustees of the district;
- f. MVC shall ensure that scheduled courses and programs meet all appropriate State of California Government Code Title 5 (hereinafter referred to as Title 5) and State of California Education Code (herein referred to as Education Code) requirements;

- g. MVC shall consult with COUNTY instructors and be available for consultation by COUNTY on any revision to existing MVC courses or programs, the initiation of new courses, or other course changes to ensure and maintain the quality of educational services needed by COUNTY;
- h. MVC will open enrollment in courses and programs to any person who has been admitted to the college and has met any applicable prerequisites, advisories, or limitations on enrollment. (Title 5, Sections 51006 and 58106.);
- i. MVC will enroll students in a course or course sections during the period advertised for scheduled courses to be offered through the add date of the courses to be offered for;
- j. MVC will advertise its academic and career and technical education courses in the schedule of classes, post them online, and on its website, in accordance to MVC methods of approved updates, and collaborate with COUNTY to advertise further scheduled courses and programs offered through MVC;
- k. MVC will collaborate with COUNTY to add sections of courses as the need exists by agreement between MVC and COUNTY;
- l. MVC shall invoice the County for enrollment fees for applicable Sheriff's Department sponsored students at BCTC;
- m. MVC certifies that it does not receive full compensation for the direct costs of the course from any public or privacy agency, individual, or group;
- n. MVC shall not assign, sublet, mortgage, hypothecate or otherwise transfer in any manner any of its rights, duties, or obligations hereunder to any person or entity without first obtaining the written consent of COUNTY;
- o. MVC shall notify COUNTY and give COUNTY the opportunity to address any increases of originating fees, which could affect COUNTY, in advance of approving such fees;

4. SHARED RESPONSIBILITIES

- a. MVC agrees to process student applications and to enroll students in MVC's courses and programs. A successful enrollment means that each student has completed an enrollment application provided by MVC, the application has been delivered to and accepted by MVC's registration office, and the applicant has met all requirements, including, if applicable, the standard college student liability and medical care coverage;
- b. A California resident is one who meets the criteria set forth by law. A non-resident for student registration is one who meets criteria set forth by law. (See C.E.C. 76140.5);

- c. MVC shall provide the following student services functions in accordance with the MVC's standards as disclosed in the MVC's publications:
 - i. Placement testing
 - ii. Advising
 - iii. Counseling
 - iv. Registration and enrollment of all students on MVC-approved registration forms
 - v. Maintenance of student rosters
 - vi. Evaluation of student progress
 - vii. Record keeping
 - viii. Withdrawal of students prior to course completion
- d. COUNTY will collect student fees, when appropriate. Agencies will only be charged current enrollment fees set forth by the State Legislature and other fees meeting the requirements set forth in the Student Fee Handbook by the California Community Colleges Chancellor's Office. Students who drop classes within the designated refund deadline are entitled to a refund of college enrollment fees;
- e. COUNTY and MVC will mutually agree upon the number of instructors to instruct the course or course section(s), the ratio of students per instructor, and the subject area to be taught;
- f. MVC reserves the right to cancel the offering of any course or course section(s), which do not meet the approved curriculum or needed capacity of enrollment for MVC to be compensated by the state for apportionment. Cancellation of a course or course section(s) must be made to COUNTY prior to the start date of the course and written notice of intent to cancel must be served to COUNTY. COUNTY cancellation(s) must be made to MVC prior to the start date of the course and written notice of intent to cancel must be served to MVC;
- g. The parties shall mutually agree on the time the classes will be conducted, and these items will be set forth in the class schedule;
- h. Any change of the time or location of class(es) must be submitted in advance and approved by MVC;
- i. COUNTY shall provide class roster(s) and confirmation page(s) of students' registration into MVC's course to Student Services Technician;
- j. MVC shall receive on the first day of class from the lead instructor a final student roster;
- k. MVC shall set up sponsored billing for the course, add students' names to sponsored bill, waive student service and health fees, when applicable, register students into course, email lead instructor a reminder to input grades and positive attendance, provide final headcount to COUNTY staff, email

Riverside Community College District's Student Accounts information for invoice to be processed and sent to COUNTY for payment of student enrollment fees;

- l. MVC shall calculate the total amount of enrollment fees based on the number of student credit units taken for a course and submit an invoice to COUNTY for payment of services to the following address: COUNTY shall send payment to Riverside Community College District's Student Accounts Office. COUNTY shall pay the invoice within 30 days from the date of the invoice;
- m. COUNTY shall notify MVC of any increases in student fees, including student materials fees, and give MVC the opportunity to address those increases, in advance of approving such fees;
- n. COUNTY shall pay for student certificates and other materials, supplies, equipment, and repairs to equipment needed for instruction. COUNTY will have the ability to charge students, when appropriate, for those fees allowable under the Student Fee Handbook as set forth by the California Community Colleges Chancellor's Office, per Sections 59400-59408 of Title 5 of the California Code of Regulations. Fees charged to the student will be listed in the College Schedule of Classes;
- o. MVC and COUNTY shall approve all enrollment and student fees, including student materials fees, charged to students;
- p. If COUNTY chooses to add additional qualified instructors, then COUNTY will compensate the additional qualified instructors. These instructors shall meet the minimum qualification requirements of MVC;
- q. Both COUNTY and MVC will agree upon the location of graduation facilities and will share the cost equally in providing graduation services;
- r. If either party disputes an invoice, MVC shall notify COUNTY at 16791 Davis Avenue, Riverside, 92518 (Sheriff), or COUNTY shall notify MVC at 20629 11th Street, Riverside, 92518 in writing within 60 calendar days of receipt of invoice. The dispute should include the following information:
 - i. Invoice number
 - ii. Nature of dispute
 - iii. Date of service
 - iv. The total amount of credit requested

The invoice will not be paid until any dispute with regard to said invoice is settled.

Either party may request resolution of the invoice disputes by bringing them to the attention of the President of Moreno Valley College (or Chancellor of Riverside Community College District), the COUNTY Sheriff-Coroner for joint

resolution. If an agreement cannot be reached through the application of high-level management attention, prior to the filing of any legal action related to this agreement, the parties shall be obligated to attend a mediation session in Riverside County before a neutral third-party mediator. A second mediation session shall be required if the first session is not successful. The parties shall share the cost of the mediations.

ATTACHMENT A

The following is the list of initial courses that may be offered via this Instructional Service Agreement in support of Sheriff Deputy, Police Officer Standards and Training (POST), Standards Training for Corrections (STC), perishable skills training, leadership training, emergency medical service training, and other technical training. Per Appendix B of the ISA. Additional courses from the current Moreno Valley College Catalog may also be offered as operational training needs arise.

List of courses available currently in catalog:

ADJ-1	Introduction to the Administration of Justice	3 Units
ADJ-2	Principles and Procedures of the Justice System	3 Units
ADJ-3	Concepts of Criminal Law	3 Units
ADJ-4	Legal Aspects of Evidence	3 Units
ADJ-5	Community Relations	3 Units
ADJ-6	Patrol Procedures	3 Units
ADJ-8	Juvenile Law and Procedures	3 Units
ADJ-12	Introductions to Criminalistics	3 Units
ADJ-13	Criminal Investigation	3 Units
ADJ-15	Narcotics	3 Units
ADJ-19	Introduction to Policing	3 Units
ADJ-200	Administration of Justice Work Experience	1-4 Units
ADJ-20	Introduction to Corrections	3 Units
ADJ-21	Control and Supervision in Corrections	3 Units
ADJ-22		
ADJ-A3A	Child Abuse Investigations	2 Units
ADJ-A5A	Bicycle Patrol	.5 Unit
ADJ-A8A	Field Training Officer	1.5 Units
ADJ-A9A	Field Training Officer Update	1 Unit
ADJ-A10A	Vice Operations	.25 Unit
ADJ-A11A	Effective Writing for Law Enforcement	.25 Unit
ADJ-A13A	Drug Use Recognition	1 Unit
ADJ- A14A	Search Warrant Preparation Workshop	.25 Unit
ADJ-A14B	Search Warrant Execution Course	.25 Unit
ADJ-A29A	Courtroom Testimony and Demeanor	.5 Unit
ADJ-A31A	Advanced Civil Procedures (POST)	1 Unit
ADJ-A42A	Crime Scene Investigation	.5 Unit
ADJ-A44A	Laser Operator	.25 Unit
ADJ-A46A	Background Investigation	2 Units
ADJ-A48A	Basic Investigator's Course	2 Units
ADJ-A56A	Elder Abuse/Racial Profiling 1st Responder	.25 Unit
ADJ-B1A	Intro to Wellness and Physical Conditioning in Prep for Law Enforcement and Correctional Academies	1.5 Units

ADJ-B1B	Basic Peace Officer Training Academy	39 Units
ADJ-B2A	Law Enforcement Pre-Academy	3 Units
ADJ-B3A	Basic Community Service Officer Academy	3 Units
ADJ-C1D	Basic Correctional Deputy Academy ©	13 Units
ADJ-C2A	Deputy Sheriff Supplemental Core Course	3 Units
ADJ-D1A	Basic Public Safety Dispatch Course	6 Units
ADJ-D1B	Dispatcher Update	1 Unit
ADJ-D1C	Communications Training Officer	2 Units
ADJ-D3A	Responding to Suicidal Callers V	.25 Unit
ADJ-D4A	Dispatcher Role Critical Incidents	.25 Unit
ADJ-D4B	Dispatcher Role in Critical Incidents Advanced	.25 Unit
ADJ-D5A	Dispatcher Public Safety Advanced	.5 Unit
ADJ-D6A	Crisis Negotiation Concepts	.25 Unit
ADJ-D7A	Dispatcher Domestic Violence and Sexual Assault	.25 Unit
ADJ-E1A	Emergency Services Academy	2.5 Units
ADJ-P4A	PC 832 Arrest, Search and Seizure	1.5 Units
ADJ-R1A2	Level III Modular Academy Training	7 Units
ADJ-R1B	Level II Modular Academy Training	11 Units
ADJ-R1C	Regular Basic Course, Modular Format, Module 1 Training	18.5 Units
ADJ-S1A	Supervisory Course	4 Units
ADJ-T1A	Traffic Collision Investigation: Basic	1.5 Units
ADJ-T1B	Traffic Collision Investigation: Intermediate	1.5 Units
ADJ-T1C	Traffic Collision Investigation: Advanced	3.5 Units
ADJ-T1D	Traffic Collision Reconstruction	4 Units
ADJ-T2A	Radar Operations	1 Unit
ADJ-T3A	Driving Under the Influence (DUI)	1 Unit
ADJ-T10A	Radar Enforcement Training – CHP	1.5 Units
ADJ-T13A	Communications Operator Training Phase I	4 Units
ADJ-T13B	Initial Communication Operator Training – Phase II	2 Units
ADJ-T16A	Communications Operators In-Service	1 Unit
ADJ-W7A	Rangemaster Course	.5 Unit
ADJ-W10A	Firearms	.25 Unit
ADJ-W14A	Take Down and Ground Control	.25 Unit
ADJ-W20A	Less-Lethal Training	.5 Unit
ADJ-Y1A	Explorer Academy – Basic	2.5 Units
FIT-M20	Personal Philosophy – Leadership	2.5 Units
FIT-M21	Leading Others Ethically	2.5 Units
FIT-M22	Ethical Leadership in Organizations	2.5 Units
FIT-M23	Ethics and the Challenge of Leadership	2.5 Units

Appendix B
Instructional Service Agreement for Riverside County Sheriff
Advance Officer Training Courses

1. **COUNTY'S RESPONSIBILITIES:**

- a. **Services.** County's responsibility shall be to diligently furnish to the MVC the services as set forth in Attachment A, hereby incorporated into this Agreement by this reference.
- b. **Student Attendance Records.** Records of student attendance and achievement will be maintained by County. Records will be open for review at all times by officials of the MVC and submitted to the MVC when requested to meet reporting requirements of the State Chancellor.

2. **MVC'S RESPONSIBILITIES:**

- a. **Educational Program.** MVC is responsible for the educational program that will be conducted on site.
- b. **Supervise and Control Instruction.** The instruction to be claimed for apportionment under this contract shall be under the immediate supervision and control of a MVC employee who has met the minimum qualifications for instruction in a vocational subject in a California community college.
- c. **Instructor of Record – MVC's Responsibilities.** Where County's instructor is not a paid employee of the MVC, the MVC shall have a written agreement with each such instructor who is conducting instruction for which Full Time Equivalency Students ("FTES") are to be reported. The agreement shall state that the MVC has the primary right to control and direct the instructional activities of County's instructor.
- d. **Specific Topics Lecturer.** MVC shall list the minimum qualifications for instructors teaching these courses. Such qualifications shall be consistent with requirements in other similar courses given within the MVC.
- e. **Courses of Instruction.** As specified in Attachment A to this Agreement, the MVC will make available to the County all courses listed in the course catalog and additional topics classes consistent with MVC standards for curriculum adoption. It is the MVC's responsibility to ensure that the outlines of record for such courses are approved by the MVC's curriculum committee as meeting Title 5 course standards, and that the courses have been approved by the MVC's board of trustees.
- f. **MVC's Control of and Direction for Instructors.** MVC shall provide instructors with an orientation, instructors manual, course outlines, curriculum materials, testing and grading procedures, and any of the other necessary

materials and services that it would provide to its regular instructors on campus.

- g. **Different Sections of Courses.** MVC shall have procedures that ensure that faculty teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course. Such procedures apply to the faculty and courses that are the subject of this contract, and the students shall be held to a comparable level of rigor.
- h. **Enrollment.** MVC will advise County of the enrollment period, student enrollment fees, the number of class hours sufficient to meet the stated performance objectives, policy regarding the supervision and evaluation of students, and the procedure applicable to the withdrawal of students prior to completion of a course or program.
- i. **Obtaining Approval of Degree and Certificate Program Is MVC's Responsibility.** It is required that degree and certificate programs have been approved by the California Community Colleges Chancellor's Office and courses that make up the programs must be part of the approved programs, or MVC must have received delegated authority to separately approve those courses locally.
- j. **Classes Held Outside of MVC.** If the classes are to be located outside the boundaries of the MVC, the MVC must comply with the requirements of Title 5, concerning approval by adjoining high school or community college district and use of non-MVC facilities.
- k. **Funding Source.** MVC shall certify that it does not receive full compensation for the direct education costs of the course from any public or private agency, individual, or group.
- l. **Certification.** MVC is responsible for obtaining certification verifying that the instruction activity to be conducted will not be fully funded by other sources.

3. **FEES**

- a. **County Fee and Expenses.** The fee to be paid by MVC for the services and materials to be supplied hereunder is: \$4.25 per student contact hour.
- b. **Invoices.** The County shall invoice the MVC at intervals prescribed by the MVC, supplying documentation acceptable to the MVC of student contact hours. Instructor will turn in reports directly to County after class has concluded. Invoices shall be sent to Moreno Valley College, 20629 11th Street Avenue Riverside, CA 92518.

- c. **MVC Enrollment Fees.** The MVC shall invoice the County for enrollment fees set forth by the State Legislature and other fees meeting the requirements set forth in the Student Fee Handbook by the California Community Colleges Chancellor's Office. The County recognizes that out-of-state tuition fees will be charged for students who are not California residents. The invoice will be sent to 16971 Davis Avenue, Riverside, CA, 92518 upon course completions. The invoice must include course name, course date, first and last name of student and the cost for each student.

4. TERMS AND CONDITIONS

- a. **Facilities.** County and MVC agree that the course shall be held at facilities that are clearly identified as being open to the general public.
- b. **Open Enrollment.** MVC and County agree that enrollment in the course must be open to any person who has been admitted to the college and has met any applicable prerequisites. The MVC's policy on open enrollment is published in the MVC catalogue and schedule of classes (California Code of Regs., Title 5, Section 51006), along with a description of the course and information about whether the course is offered for credit and is transferable. Class will also be advertised on the Riverside County Sheriff Office website, <https://www.riversidesheriff.org/303/Ben-Clark-Training-Center-BCTC>.
- c. **Support Services for Students.** Both County and MVC shall insure that ancillary and support services are provided for the students (e.g. Counseling and Guidance, and Placement Assistance).

ATTACHMENT A
INTER-AGENCY SERVICES TO BE PROVIDED:

1. **Teaching Approved Curriculum:** All student contact hours submitted by the County to MVC shall be part of a course of instruction that has either been approved by the MVC's Curriculum and Instruction Council, or has been accepted as a topics course and approved by the MVC's Chief Instructional Officer.
2. **Instructor Qualifications:** All student contact hours submitted by the County to the MVC shall have been taught under the line of sight supervision of instructors who meet the MVC's minimum or equivalent qualifications for hiring as part-time Administration of Justice Instructors. This expertise is furnished at the expense of County. The services include the use of their specialized equipment, facilities, all handouts, and instructors with specific expertise.
3. **Non-overlap With Other Funding Sources:** The above instructional hours will be conducted as FTES under courses through the School of Public Safety of the MVC, and the County certifies that no student contact hours will be submitted to the MVC which also have been or will be submitted for California Peace Officer Standards and Training (POST) reimbursement, grant funded or another state sponsored college.
4. **Enrollment of Students:** The MVC will supply current student enrollment forms to the County. The County will return properly completed enrollment forms and enrollment fees to the MVC. The County recognizes that out-of-state tuition fees will be charged for students who are not California residents. Student attendance and achievement records will be maintained by the County and be available for review at normal business hours.
5. **Instructional Activities:** The Administrators of the MVC and the County and/or their designees will meet at mutually agreed intervals to plan, review class hours to meet performance objectives, schedule and budget for instructional activities. The joint consent of the MVC and the County shall precede any instructional activity and include supervision and evaluation of students and student withdrawals prior to completion of a course.
6. **List of Course(s) Or Course Topics:** The MVC will make available to the County all courses listed in the course catalog and additional topics classes consistent with MVC standards for curriculum adoption.
7. **Services:** The MVC and the County will ensure that ancillary and support services such as counseling, guidance, and placement assistance are available to all students and that enrollment in courses is open to any person who has been admitted to the MVC's colleges and has met applicable prerequisites.
8. **Safety Advocacy:** The County and the MVC will ensure that the most current safety processes related to the spread of communicable diseases and or a declared pandemic emergency issued through Executive Order, Cal OSHA, or the Riverside County Department of Public Health will be adhered to including mandated testing and vaccination criteria, thereby ensuring the safety of students and instructors.

ATTACHMENT B

The following is the list of initial courses that may be offered via this Instructional Service Agreement in support of Sheriff Deputy. Police Officer Standards and Training (POST), Standards Training for Corrections (STC), perishable skills training, leadership training, emergency medical service training, and other technical training. Per Appendix B of the ISA. Additional courses from the current Moreno Valley College Catalog may also be offered as operational training needs arise.

List of courses available currently in catalog:

ADJ-1	Introduction to the Administration of Justice	3 Units
ADJ-2	Principles and Procedures of the Justice System	3 Units
ADJ-3	Concepts of Criminal Law	3 Units
ADJ-4	Legal Aspects of Evidence	3 Units
ADJ-5	Community Relations	3 Units
ADJ-6	Patrol Procedures	3 Units
ADJ-8	Juvenile Law and Procedures	3 Units
ADJ-12	Introductions to Criminalistics	3 Units
ADJ-13	Criminal Investigation	3 Units
ADJ-15	Narcotics	3 Units
ADJ-19	Introduction to Policing	3 Units
ADJ-200	Administration of Justice Work Experience	1-4 Units
ADJ-20	Introduction to Corrections	3 Units
ADJ-21	Control and Supervision in Corrections	3 Units
ADJ-22		
ADJ-A3A	Child Abuse Investigations	2 Units
ADJ-A5A	Bicycle Patrol	.5 Unit
ADJ-A8A	Field Training Officer	1.5 Units
ADJ-A9A	Field Training Officer Update	1 Unit
ADJ-A10A	Vice Operations	.25 Unit
ADJ-A11A	Effective Writing for Law Enforcement	.25 Unit
ADJ-A13A	Drug Use Recognition	1 Unit
ADJ- A14A	Search Warrant Preparation Workshop	.25 Unit
ADJ-A14B	Search Warrant Execution Course	.25 Unit
ADJ-A29A	Courtroom Testimony and Demeanor	.5 Unit
ADJ-A31A	Advanced Civil Procedures (POST)	1 Unit
ADJ-A42A	Crime Scene Investigation	.5 Unit
ADJ-A44A	Laser Operator	.25 Unit
ADJ-A46A	Background Investigation	2 Units
ADJ-A48A	Basic Investigator's Course	2 Units
ADJ-A56A	Elder Abuse/Racial Profiling 1st Responder	.25 Unit
ADJ-B1A	Intro to Wellness and Physical Conditioning in Prep for Law Enforcement and Correctional Academies	1.5 Units
ADJ-B1B	Basic Peace Officer Training Academy	39 Units
ADJ-B2A	Law Enforcement Pre-Academy	3 Units
ADJ-B3A	Basic Community Service Officer Academy	3 Units
ADJ-C1D	Basic Correctional Deputy Academy ©	13 Units

ADJ-C2A	Deputy Sheriff Supplemental Core Course	3 Units
ADJ-D1A	Basic Public Safety Dispatch Course	6 Units
ADJ-D1B	Dispatcher Update	1 Unit
ADJ-D1C	Communications Training Officer	2 Units
ADJ-D3A	Responding to Suicidal Callers V	.25 Unit
ADJ-D4A	Dispatcher Role Critical Incidents	.25 Unit
ADJ-D4B	Dispatcher Role in Critical Incidents Advanced	.25 Unit
ADJ-D5A	Dispatcher Public Safety Advanced	.5 Unit
ADJ-D6A	Crisis Negotiation Concepts	.25 Unit
ADJ-D7A	Dispatcher Domestic Violence and Sexual Assault	.25 Unit
ADJ-E1A	Emergency Services Academy	2.5 Units
ADJ-P4A	PC 832 Arrest, Search and Seizure	1.5 Units
ADJ-R1A2	Level III Modular Academy Training	7 Units
ADJ-R1B	Level II Modular Academy Training	11 Units
ADJ-R1C	Regular Basic Course, Modular Format, Module 1 Training	18.5 Units
ADJ-S1A	Supervisory Course	4 Units
ADJ-T1A	Traffic Collision Investigation: Basic	1.5 Units
ADJ-T1B	Traffic Collision Investigation: Intermediate	1.5 Units
ADJ-T1C	Traffic Collision Investigation: Advanced	3.5 Units
ADJ-T1D	Traffic Collision Reconstruction	4 Units
ADJ-T2A	Radar Operations	1 Unit
ADJ-T3A	Driving Under the Influence (DUI)	1 Unit
ADJ-T10A	Radar Enforcement Training – CHP	1.5 Units
ADJ-T13A	Communications Operator Training Phase I	4 Units
ADJ-T13B	Initial Communication Operator Training – Phase II	2 Units
ADJ-T16A	Communications Operators In-Service	1 Unit
ADJ-W7A	Rangemaster Course	.5 Unit
ADJ-W10A	Firearms	.25 Unit
ADJ-W14A	Take Down and Ground Control	.25 Unit
ADJ-W20A	Less-Lethal Training	.5 Unit
ADJ-Y1A	Explorer Academy – Basic	2.5 Units
FIT-M20	Personal Philosophy – Leadership	2.5 Units
FIT-M21	Leading Others Ethically	2.5 Units
FIT-M22	Ethical Leadership in Organizations	2.5 Units
FIT-M23	Ethics and the Challenge of Leadership	2.5 Units

Appendix C Instructional Service Agreement for Riverside County Fire

A. PARTIES

1. Riverside County Fire Department (hereinafter "RivCoFD")
2. Riverside Community College District (hereinafter "MVC")

B. RivCoFD'S RESPONSIBILITIES:

1. **Services.** RivCoFD's responsibility shall be to diligently furnish to MVC the services as set forth in this appendix C.
2. **Student Attendance Records.** Records of student attendance and achievement will be maintained by RivCoFD. Records will be open for review at all times by officials of MVC and submitted to MVC when requested to meet reporting requirements of the State Chancellor.

C. MVC'S RESPONSIBILITIES:

1. **Educational Program.** MVC is responsible for the educational program that will be conducted on site.
2. **Supervise and Control Instruction.** The instruction to be claimed for apportionment under this contract shall be under the immediate supervision and control of a MVC employee who has met the minimum qualifications for instruction in a vocational subject in a California community college.
3. **Instructor of Record – District's Responsibilities.** Where RivCoFD's instructor is not a paid employee of MVC, MVC shall have a written agreement with each such instructor who is conducting instruction for which Full Time Equivalency Students ("FTES") are to be reported. The agreement shall state that MVC has the primary right to control and direct the instructional activities of RivCoFD's instructor.
4. **Specific Topics Lecturer.** MVC shall list the minimum qualifications for instructors teaching these courses. Such qualifications shall be consistent with requirements in other similar courses given within MVC.
5. **MVC's Control of and Direction for Instructors.** MVC shall provide instructors with an orientation, instructors manual, course outlines, curriculum materials, testing and grading procedures, and any of the other necessary materials and services that it would provide to its regular instructors on campus.
6. **Courses of Instruction.** As specified, MVC will make available to the RivCoFD all courses listed in the course catalog and additional topics classes consistent with MVC standards for curriculum adoption. It is MVC's responsibility to ensure that the outlines of record for such courses are approved by MVC's curriculum

committee as meeting Title 5 course standards, and that the courses have been approved by the MVC's board of trustees.

7. **Different Sections of Courses.** MVC shall have procedures that ensure that faculty teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course. Such procedures apply to the faculty and courses that are the subject of this contract, and the students shall be held to a comparable level of rigor.
8. **Enrollment.** MVC will advise RivCoFD of the enrollment period, student enrollment fees, the number of class hours sufficient to meet the stated performance objectives, policy regarding the supervision and evaluation of students, and the procedure applicable to the withdrawal of students prior to completion of a course or program.
9. **Obtaining Approval of Degree and Certificate Program Is MVC's Responsibility.** It is required that degree and certificate programs have been approved by the State Chancellor's Office and courses that make up the programs must be part of the approved programs, or MVC must have received delegated authority to separately approve those courses locally.
10. **Classes Held Outside of MVC.** If the classes are to be located outside the boundaries of MVC, MVC must comply with the requirements of Title 5, concerning approval by adjoining high school or community college districts and use of non-MVC facilities.
11. **Funding Source.** MVC shall certify that it does not receive full compensation for the direct education costs of the course from any public or private agency, individual, or group.
12. **Certification.** MVC is responsible for obtaining certification verifying that the instruction activity to be conducted will not be fully funded by other sources.

D. FEES

1. **RivCoFD Fee and Expenses.** The fee to be paid by MVC for the services and materials to be supplied hereunder is: \$4.25 per student contact hour.
 - a. **Invoices.** The RivCoFD shall invoice MVC at intervals prescribed by MVC, supplying documentation acceptable to MVC of student contact hours. Instructor will turn in reports directly to RivCoFD after class has concluded. Invoices shall be sent to Moreno Valley College, 16888 Bundy Avenue Riverside, CA 92518.
2. **MVC Enrollment Fees.** MVC shall invoice the RivCoFD for enrollment fees set forth by the State Legislature and other fees meeting the requirements set forth in the Student Fee Handbook by the California Community Colleges Chancellor's

Office. The RivCoFD recognizes that out-of-state tuition fees will be charged for students who are not California residents. The invoice will be sent to 210 W. San Jacinto Avenue, Perris, CA 92570, Attention Accounts Payable, upon course completions. The invoice must include course name, course date, first and last name of student and the cost for each student.

E. TERMS AND CONDITIONS

1. **Facilities.** RivCoFD and MVC agree that the course shall be held at facilities that are clearly identified as being open to the general public.
2. **Open Enrollment.** MVC and RivCoFD agree that enrollment in the course must be open to any person who has been admitted to the college and has met any applicable prerequisites. MVC's policy on open enrollment is published in MVC catalogue and schedule of classes (California Code of Regs., Title 5, Section 51006), along with a description of the course and information about whether the course is offered for credit and is transferable. Class will also be advertised on the Riverside County Fire Department website, rvcfire.org.
3. **Support Services for Students.** Both RivCoFD and MVC shall insure that ancillary and support services are provided for the students (e.g. Counseling and Guidance, and Placement Assistance).
4. **Notices.** Any notices to be served pursuant to this Appendix C shall be considered delivered when deposited in the United States mail and addressed to:

RIVERSIDE COUNTY FIRE
Chief Deputy
210 W. San Jacinto Ave.
Perris, CA 92570

MORENO VALLEY
Dean of Instruction
20629 11th Street
Riverside, CA 92518

Provisions of this section do not preclude any notices being delivered in person to the addresses shown above. Delivery in person shall constitute service hereunder, effective when such service is made.

5. **Assignment.** This Agreement shall not be assigned by RivCoFD either in whole or in part. Any such purported assignment voids this Agreement.
6. **Time Is of the Essence.** Time is of the essence for each of the provisions of this Agreement, and all the provisions of this Agreement shall extend to and be binding upon and inure to the benefit of the heirs, executors, administrators, successors, and assigns of the respective parties hereto.
7. **Amendments.** No amendments of the terms of this Appendix C shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreements not incorporated herein shall be binding on any of the parties hereto.

INTER-AGENCY SERVICES TO BE PROVIDED.

- a. **Teaching Approved Curriculum:** All student contact hours submitted by the RivCoFD to MVC shall be part of a course of instruction that has either been approved by MVC's Curriculum and Instruction Council, or has been accepted as a topics course and approved by the MVC's Chief Instructional Officer.
- b. **Instructor Qualifications:** All student contact hours submitted by the RivCoFD to MVC shall have been taught under the line of sight supervision of instructors who meet MVC's minimum or equivalent qualifications for hiring as part-time Fire Technology Instructors. This expertise is furnished at the expense of RivCoFD. The services include the use of their specialized equipment, facilities, all handouts, and instructors with specific expertise.
- c. **Non-overlap With Other Funding Sources:** The above instructional hours are conducted as FTES under courses through the Fire Technology Department of MVC, and the RivCoFD certifies that no student contact hours will be submitted to MVC which also have been or will be submitted for California Joint Apprenticeship Committee ("JPTA"), JPTA funding or state sponsored colleges.
- d. **Enrollment of Students:** MVC will supply current student enrollment forms to the RivCoFD. The RivCoFD will return properly completed enrollment forms and enrollment fees to MVC. The RivCoFD recognizes that out-of-state tuition fees will be charged for students who are not California residents. Student attendance and achievement records will be maintained by the RivCoFD and be available for review at normal business hours.
- e. **Instructional Activities:** The Administrators of MVC and the RivCoFD and/or their designees will meet at mutually agreed intervals to plan, review class hours to meet performance objectives, schedule and budget for instructional activities. The joint consent of MVC and the RivCoFD shall precede any instructional activity and include supervision and evaluation of students and student withdrawals prior to completion of a course.
- f. **List of Course(s) Or Course Topics:** MVC will make available to the RivCoFD all courses listed in the course catalog and additional topics classes consistent with MVC standards for curriculum adoption.
- g. **Services:** MVC and the RivCoFD will ensure that ancillary and support services such as counseling, guidance, and placement assistance are available to all students and that enrollment in courses is open to any person who has been admitted to MVC's colleges and has met applicable prerequisites.
- h. **Safety Advocacy:** The RivCoFD and MVC will ensure that the most current safety processes related to the spread of communicable diseases and or a declared pandemic emergency issued through Executive Order, Cal OSHA, or the Riverside County Department of Public Health will be adhered to including mandated testing and vaccination criteria, thereby ensuring the safety of students and instructors.

Initial Courses offered via MVC - Riverside County Fire Instructional Service agreement (ISA)

The following is the list of initial courses that may be offered via this appendix C Instructional Service Agreement in support of firefighter perishable skills training, leadership training, emergency medical service training, and other technical training (e.g. wildland firefighting, rescue, and hazardous materials training). Per Section 8 of this appendix C, additional courses from the current Moreno Valley College Catalog may also be offered as operational training needs arise.

List of courses available currently in catalog:

EMS-40	Emergency Medical Technician Continuing Education	1 Unit
EMS-41	Emergency Medical Responder	2.5 Unit
EMS-50	Emergency Medical Technician	7 Unit
EMS-51	Emergency Medical Services - Basic Clinical/Field	1.5 Unit
EMS-59	Paramedic Preparation	0.5 Unit
EMS-200	Emergency Medical Services Work Experience	1 - 4 Unit
FIT-1	Fire Protection Organization	3 Unit
FIT-2	Fire Behavior and Combustion	3 Unit
FIT-3	Fire Protection Equipment and Systems	3 Unit
FIT-4	Building Construction for Fire Protection	3 Unit
FIT-5	Fire Prevention	3 Unit
FIT-7	Principles of Fire and Emergency Services Safety and Survival	3 Unit
FIT-15	Firefighter Refresher - Core Competencies	0.5 - 2 Unit
FIT-200	Fire Technology Work Experience	1 - 4 Unit
FIT-C30	Intermediate Incident Command System (I-300)	0.5 Unit
FIT-INS1	Instructor I	1.5 Unit
FIT-INS2	Instructor II	1.5 Unit
FIT-M20	Personal Philosophy-Leadership	2.5 Unit
FIT-M21	Leading Others Ethically	2.5 Unit
FIT-M22	Ethical Leadership in Organizations	2.5 Unit
FIT-M23	Ethics and the Challenge of Leadership	2.5 Unit
FIT-S21	Public Safety Honor Guard Academy	1.5 Unit
FIT-S3	Basic Fire Fighter Academy	19 Unit
FIT-CFO3A	Human Resources Management Chief Fire Officer	1.5 Unit
FIT-CFO3B	Budget and Fiscal Responsibilities Chief Fire Officer	1 Unit
FIT-CFO3C	General Administration Functions Chief Fire Officer	1 Unit
FIT-CFO3D	Emergency Service Delivery Responsibilities	1 Unit
FIT-CO2A	Human Resource Management	2 Unit
FIT-CO2B	General Administrative Functions	1 Unit
FIT-CO2C	Fire Inspections and Investigations	2 Unit
FIT-CO2D	All Risk Command Operations	1 Unit
FIT-CO2E	Wildland Incident Operations	1.5 Unit
FIT-CO1	Hazardous Materials Incident Commander	0.5 Unit

FIT-S3A	Introduction to Fire Academy and Physical Conditioning for Fire Academy Students	1.5 Unit
FIT-S3B	Firefighter I Academy Skills Review and Certification	1 Unit
FIT-S404	Safety Officer (NWCG)	1.5 Unit
FIT-16	Biddle Physical Ability Test	0.25 Unit
FIT-R10	Rapid Intervention Crews and Tactics	0.5 Unit
FIT-R1A	Rescue Systems 1: Basic Rescue Skills	0.5 Unit
FIT-R2A	Confined Space Rescue, Awareness Level	0.25 Unit
FIT-R2C	Confined Space Rescue Technician	0.5 Unit
FIT-R3	Vehicle Extrication	0.5 Unit
FIT-R4	Low Angle Rope Rescue Operational	1.5 Unit
FIT-R7	Trench Rescue Technician	0.25 Unit
FIT-17	Fitness and Nutrition for Public Safety Personnel	3 Unit
FIT-COH2	Hazardous Materials First Responder Operational	0.5 Unit
FIT-DO1A	Fire Apparatus Driver/Operator	1 Unit
FIT-DO1B	Pumping Apparatus Driver/Operator 1B (2017)	1.5 Units
FIT-DO1C	Aerial Apparatus Operations	1 Unit
FIT-DO1D	Tillered Apparatus Operations	1 Unit
FIT-DO1E	Wildland Fire Apparatus Driver/Operator	0.5 Unit
FIT-DO1F	Water Tender Operations	0.5 Unit
FIT-C40	Advanced Incident Command System (I-400)	0.5 Unit

Appendix D
Mutual Use Areas, Rental Space Agreement and Fee Schedule

ARTICLE 1. PARTIES

Riverside County Sheriff's Office (hereinafter "RSO")
Chad Bianco, Sheriff
P.O. Box 512
Riverside, CA 92502

Riverside County Fire Department (hereinafter "RVCFD")
Geoffery Pemberton, Chief Deputy
210 West San Jacinto Avenue
Perris, CA 92570

Riverside Community College District (hereinafter "MVC")
Aaron Brown, Vice Chancellor, Business and Financial Services
4800 Magnolia Avenue
Riverside, CA 92506-1299

ARTICLE 2. TERM

Section 2.01. This Appendix D shall be reviewed annually and follow the Master Business and Operational Agreement dates for renewal, upon mutual agreement of the parties, unless earlier terminated by either party in a manner set forth herein.

Section 2.02. RSO, RVCFD or MVC may terminate this Appendix, without cause, upon one hundred and eighty (180) days' prior written notice to the other party.

Section 2.02. MVC shall annually appropriate a fiscal budget to support the services designated at a level of service mutually agreed upon by both parties for the duration of the contract period.

Section 2.03. RVCFD and RSO hereby grant to MVC and its agents, employees, the right to enter onto the Property for the purpose of using the training facilities.

ARTICLE 3. SCOPE OF SERVICE

Section 3.01. Mutual Use Areas: Areas designated and agreed to be used for the training and instruction of employees and students where a mutual benefit exists for the partnership at BCTC (Mutual Use Areas). Mutual Use Areas will not have an associated fee for their use to support operation of BCTC but will require

coordinated scheduling for use. RVCFD and RSO will have first right of refusal for all Mutual Use Areas. RSO, MVC and RVCFD shall share equal responsibility for the acquisition, care, maintenance, and upkeep of the Mutual Use Areas. The following are examples of Mutual Use Areas, as shown on the site plan attached hereto as "Exhibit A," include the following:

1. Conference rooms located in the law, fire and School of Public Safety buildings
2. Auditorium/Dining Hall
3. Simulated Scenario Jail Platform (exclusive to the partnership with RSO)
4. Mat Room 2 and Fire Gym
5. EMS Simulation Rooms, I2 and H
6. Fire Drill Ground Props
7. Designated parking areas
8. Fitness track
9. Forensic Sciences Area "Dexter's Playground"

Section 3.02. Classroom Use: Use fees for classroom areas used to conduct any training and education. MVC activities conducted in non-MVC classrooms will be calculated at half and full day rates to reflect actual student use. Full day rate will be considered an eight (8) hour day or more. Rates will be based on current County established fee structure for the Ben Clark Training Center and approved by the County Board of Supervisors. Double booking of rooms will be avoided unless mutually agreed upon for the benefit of recruits and students. Rooms will be booked using the appropriate executed forms following established processes between partner agencies.

Section 3.03. Range Use (LAW): Range use rates will be calculated at the half or full day rates and commensurate with the safe and efficient use of range activity. All efforts to assure maintenance and sustainability of the range for the mutual benefit of training and education will be assured. Double booking of range use will be avoided unless mutually agreed upon for the benefit of recruits and students.

Section 3.04. Miscellaneous Use: Falls into the categorical of facility use not yet developed but will have mutual benefits for the partnership. Public Safety Education and Training which is mutually beneficial for the county and the communities served will be evaluated during annual reviews but not hinder the prospect of innovative developments directly related to needed public safety training when the industry demands shift and upskilling is needed.

Section 3.05. Apparatus Bay Use: Use fees for any warehouse used to store apparatuses associated with training and education. Rates will be based on

Riverside County Board of Supervisors' approved Schedule of Fees for the Ben Clark Training Center.

Section 3.06. Storage Facilities: Use fees for any area used as storage. Rates will be based on Riverside County Board of Supervisors' approved Schedule of Fees for the Ben Clark Training Center.

EXHIBIT A

**Schedule of Fees
For Ben Clark
Training Center
FY08/09**

Fee Type	Rate	Usage
Office	\$ 2.13	Per Square Foot Per Month
Classroom	\$ 0.16 \$ 0.08	Per Square Foot Per Day Per Square Foot Per Half Day (Minimum use 4 hours = Half Day)
Conference Room	\$ 0.02	Per Square Foot Per Hour (Minimum use 1 hour)
Mat Room:	\$ 0.10 \$ 0.05	Per Square Foot Per Day Per Square Foot Per Half Day (Minimum use 4 hours = Half Day)
Lodging	\$ 34.00	Per Night Per Guest
Range	\$ 413.76 \$ 206.88	Per Day Per Bay Per Half Day Per Bay (Minimum use 4 hours = Half Day)
Weapon & Ammunition Storage	\$ 0.32	Per Square Foot Per Day
Vehicle & Equipment Storage	\$ 0.04	Per Square Foot Per Day
Drill Grounds	\$ 0.0060 \$ 0.0030	Per Square Foot Per Day Per Square Foot Per Half Day (Minimum use 4 hours = Half Day)

PRODUCED BY:



Space Management

3450 14th Street, Riverside, CA
(951) 955-0067

PROJECT INFORMATION:

BEN CLARK TRAINING CENTER

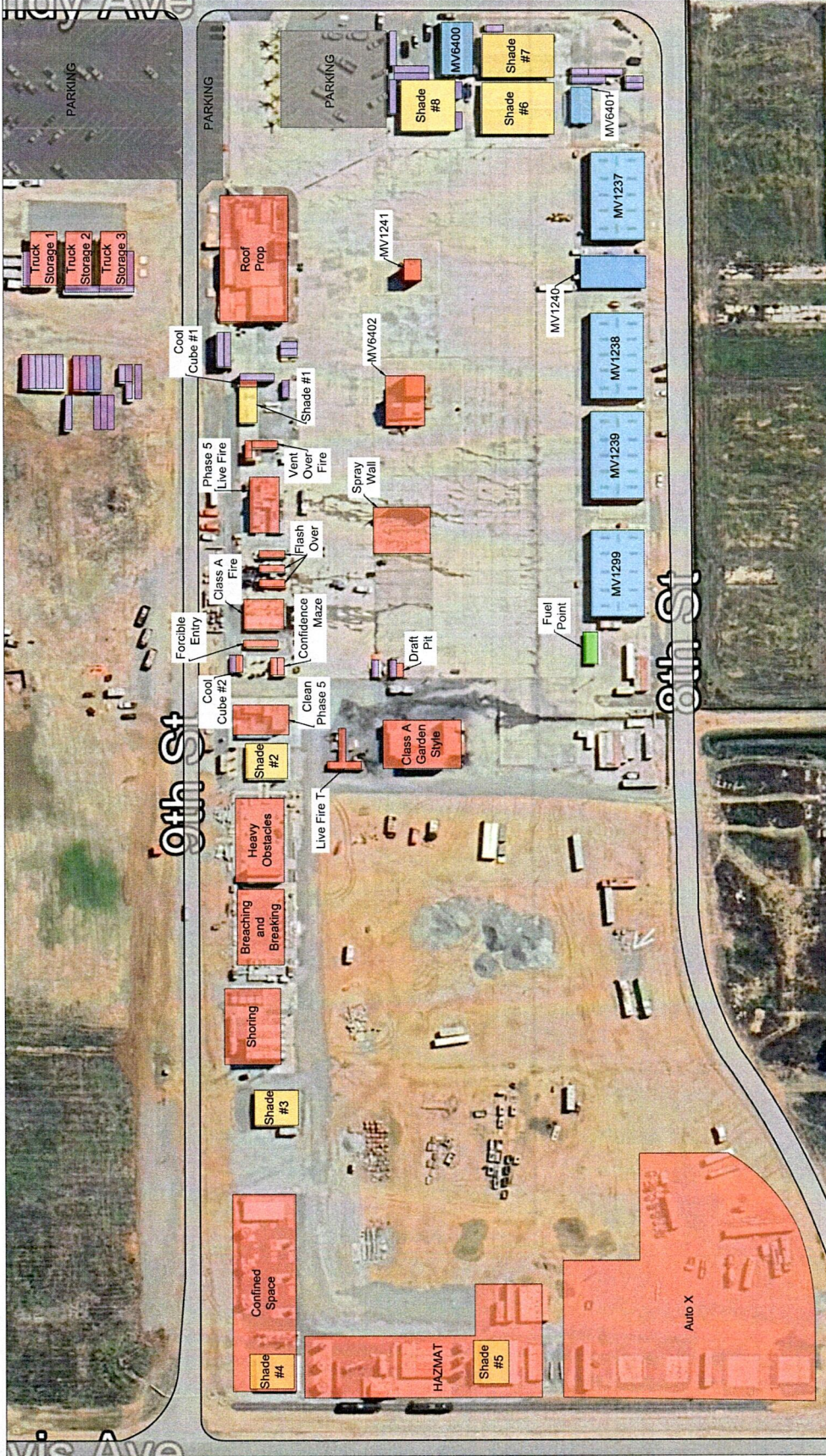
SHEET NAME:

BCTC DRILL GROUNDS SITE PLAN

SHEET NUMBER:

SP - 3

SCALE: N/A
Date: 4/29/2025



Building ID	Floors	Building Name	SQ FT	Building ID	Floors	Building Name	SQ FT	Building ID	Floors	Building Name	SQ FT
MV1237	1	Drill Grounds Metal Building #1	5,900	MV1237	1	Drill Grounds Flash Over	720	MV1237	1	Drill Grounds Shade Structure #5	2,300
MV1238	1	Drill Grounds Metal Building #2	5,900	MV1238	1	Drill Grounds Class A Fire	1,890	MV1238	1	Drill Grounds Auto X	68,400
MV1239	1	Drill Grounds Metal Building #3	5,900	MV1239	1	Drill Grounds Forcible Entry	320	MV1239	1	Drill Grounds Class A Garden Style	3,468
MV1240	1	Drill Grounds Restroom	2,208	MV1240	1	Drill Grounds Confidence Maze	320	MV1240	1	Drill Grounds Live Fire T	640
MV1241	3	Drill Grounds Training Prop	3,500	MV1241	1	Drill Grounds Cool Cube #2	160	MV1241	1	Drill Grounds Draft Pit	128
MV1299	1	Drill Grounds Metal Building #4	5,900	MV1299	1	Drill Grounds Clean Phase 5	1,890	MV1299	1	Drill Grounds Spray Wall	3,540
MV6400	1	Drill Grounds Modular #1	2,160	MV6400	1	Drill Grounds Shade Structure #2	2,300	MV6400	1	Drill Grounds Fuel Point	655
MV6401	1	Drill Grounds Modular #2	960	MV6401	1	Drill Grounds Heavy Obstacles	7,592	MV6401	1	Drill Grounds Shade Structure #6	4,800
MV6402	4	Drill Grounds Training Prop	5,920	MV6402	1	Drill Grounds Breaching & Breaking	7,592	MV6402	1	Drill Grounds Shade Structure #7	4,000
					1	Drill Grounds Shoring	7,592		1	Drill Grounds Shade Structure #8	3,600
	1	Drill Grounds Cool Cube 1	160		1	Drill Grounds Shade Structure #3	2,300		1	Truck Storage 1	1,800
	1	Drill Grounds Shade Structure #1	800		1	Drill Grounds Confined Space	13,979		1	Truck Storage 2	1,800
	1	Drill Grounds Vent Over Fire	400		1	Drill Grounds Shade Structure #4	2,300		1	Truck Storage 3	1,800
	1	Drill Grounds Phase 5 Live Fire	1,890		1	Drill Grounds HAZMAT	22,500				

DRILL GROUNDS SITE PLAN

N/A

1

Appendix E Fire Academy Program Manager

ARTICLE 1. PARTIES

1. Riverside County Fire Department (hereinafter "RivCoFD")
Geoffery Pemberton, Chief Deputy
210 West San Jacinto Avenue
Perris, CA 92570
2. Riverside Community College District (hereinafter "MVC")
Aaron Brown, Vice Chancellor, Business and Financial Services
4800 Magnolia Avenue
Riverside, CA 92506-1299

ARTICLE 2. TERM OF CONTRACT

Section 2.01. This appendix E shall be reviewed annually and follow the Master agreement dates for renewal, upon mutual agreement of the parties, unless earlier terminated by either party in a manner set forth herein.

Section 2.02. RivCoFD's ability to perform under this Agreement is subject to the terms and conditions of the CAL FIRE Cooperative Agreement with the RivCoFD.

Section 2.03. If the term of this appendix E extends into fiscal years subsequent to that in which it is approved, such continuation of the appendix E is contingent on the appropriation and availability of funds for such purpose, as determined in good faith by MVC. If funds to affect such continued purpose are not appropriated or available as determined in good faith by MVC, this appendix E shall automatically terminate and MVC shall be relieved of any further obligation.

Section 2.05. MVC shall annually appropriate a fiscal budget to support the services designated at a level of service mutually agreed upon by both parties for the duration of the contract period. Any changes to salaries or expenses made necessary by action of CAL FIRE, or any other public agency with authority to direct changes in the level of salaries or expenses shall be paid from the funds appropriated. MVC is obligated to expend or appropriate any sum in excess of increase by action of CAL FIRE, or any other public agency with authority to direct changes.

ARTICLE 3. SCOPE OF SERVICE

Section 3.01. RivCoFD agrees to provide one (1) Fire Department Captain to serve as Fire Academy Program Manager for MVC's Basic Firefighter Academy in the Public Safety Education and Training Department. RivCoFD provides fire personnel through its CAL FIRE Cooperative Agreement.

Section 3.02. The Fire Academy Program Manager prior to appointment shall meet the minimum qualifications of a registered State Fire Training (SFT) Instructor who is qualified with the following SFT/CSFM credentials;

- Currently possess a CSFM FFI and FFII certification.
- Meet Instructor requirements in SFT procedures manual for course delivery as a fire fighter Instructor for FFI and FFII.
- Shall be a registered Instructor in good standing.
- Certified to instruct Academy FSTEP courses.
- Shall be a Lead and Skills SFT evaluator for FFI and FFII. (IFSAC/Pro-Board exams delivery)
- Shall have a minimum 5 years' fire service experience.
- Shall have a minimum of 3 years fire instructor experience.
- Within 12 months of appointment to the position be able to meet State-wide Academic Senate of California Community Colleges or equivalent to teach career and technical education courses in Fire Technology.

Section 3.03. The Fire Academy Program Manager shall serve as teacher-counselor and advisor to students enrolled in courses;

Section 3.04. The Fire Academy Program Manager shall establish and maintain close liaison between MVC and participating agencies;

Section 3.05. The Fire Academy Program Manager shall coordinate instructor assignments for the RivCoFD co-sponsored courses, other MVC academic courses, and participate in the evaluation of faculty.

Section 3.06. The Fire Academy Program Manager shall coordinate course schedules with instructors and participating agencies; and coordinate facility and equipment use.

Section 3.07. By way of this appendix E the MVC will have access to resources available to assist with the training and use of heavy equipment in accordance with standards set forth by the Department of Transportation (DOT).

Section 3.08. It is understood that this position will be committed to MVC on a priority basis (based on the current County Fire Department scheduling pattern for a "Training Captain") for the term of this appendix E and subject to the conditions cited herein. It is further understood that in the event that the Fire Department Captain is given a RivCoFD/CAL FIRE related assignment, the RivCoFD agrees to compensate for this assignment.

ARTICLE 4. PAYMENT AND COMPENSATION

Section 4.01. MVC shall reimburse RivCoFD for rendering services pursuant to this appendix E.

Section 4.02. MVC shall pay RivCoFD actual costs for the County Fire Department Captain that is assigned to MVC pursuant to this appendix E. RivCoFD shall make

a claim to CITY for the actual cost of contracted services, pursuant to Exhibit "A," on a quarterly basis. The RivCoFD is mandated per Government Code section 51350 for full cost recovery.

Section 4.03. MVC also agrees to pay to the RivCoFD reimbursement for mileage driven, either in RivCoFD or personal vehicle, at the IRS rate (currently set at 53.5 cents per mile as of 12/13/2016) which is the same rate as the Internal Revenue Service (IRS) standard mileage rate for private vehicles and will be subject to change according to the IRS' periodic review of the rate. Total payments for mileage shall not exceed \$4,800 per year and specially excludes the commute/distance from the employee's residence to the assignment location.

Section 4.04. The parties agree that any mileage reimbursement must be specifically for MVC's business and is subject to periodic review by either party.

Section 4.05. Any changes to the salaries or expenses set forth in Exhibit "A" made necessary by action of the Legislature, CAL FIRE or any other public agency with authority to direct changes in the level of salaries or expenses shall be paid from the funds represented as set forth in Exhibit "A". MVC is obligated to expend or appropriate a sum in excess of Exhibit "A" increased by action of the Legislature, CAL FIRE or any other public agency with authority to direct changes.

Section 4.06. Payment services will be rendered upon receipt of an invoice by MVC from RivCoFD on a quarterly basis.

Section 4.07. It is mutually agreed that MVC will reimburse the Fire Academy Program Manager directly for mileage in non-RivCoFD vehicles, travel expenses, per diem and other expenses on behalf of MVC as deemed appropriate by and upon advance written approval of the Dean of Instruction, Public Safety Education and Training, for the term of this appendix E.

ARTICLE 5. RivCoFD FUNDED CONTRACTOR

Section 5.01. The assigned RivCoFD-funded contractor shall maintain a RivCoFD-funded contractor on special assignment to the MVC for the purposes set forth in this appendix E and shall not be considered an employee of MVC. The relationship of the RivCoFD to the MVC shall be that of an independent contractor.

ARTICLE 6. AGREEMENT ADMINISTRATION

Section 6.01. The Chief Deputy shall administer this Agreement on behalf of the RivCoFD.

Section 6.02. MVC's Dean of Instruction, Public Safety Education and Training, for Moreno Valley College at the Ben Clark Training Center shall administer this Agreement on behalf of MVC.

ARTICLE 7. VACATION AND HOLIDAY TIME

Section 7.01. Vacation time that has been approved by the Fire Chief or designee may be taken with reasonable notice to the Dean, who is responsible for Fire Technology/Fire Academy, but shall not conflict with the development of presentation of the Fire Technology course schedule or Fire Academy.

Section 7.02. Because MVC and RivCoFD holidays may not correspond, holiday time off will be taken in accordance with the RivCoFD policy. If RivCoFD holidays exceed MVC's holidays during the Master Agreement period, the excess day(s) shall be taken with reasonable notice to the Dean but shall not conflict with the development or presentation of the Fire Technology course schedule.

ARTICLE 8. REVIEW AND SUPERVISION

Section 8.01. The Fire Chief (or designee) shall supervise the Fire Academy Program Manager. This supervision will be coordinated with MVC's Dean of Instruction, Public Safety Education and Training at the Ben Clark Training Center.

ARTICLE 10. ALTERATION OF TERMS

Section 10.01. No addition to, or alteration of, the terms of this appendix E, whether by written or verbal understanding of the parties, their officers, agents, or employees, shall be valid unless made in the form of a written amendment to this appendix E, which is formally approved and executed by both parties.

ARTICLE 12. NOTICES

Any notices required or desired to be served by either party upon the other shall be addressed to the respective parties as set forth below:

County of Riverside
Geoffery Pemberton, Chief Deputy
210 West San Jacinto Avenue
Perris, CA 92570

MVC:
Aaron Brown, Vice Chancellor,
Business and Financial Services
4800 Magnolia Avenue
Riverside, CA 92506-1299

Notices may also be served to other addresses as from time to time designated by the respective parties. An information copy of any notice to COUNTY shall be sent to:

Clerk of the Board of Supervisors
County of Riverside
4080 Lemon Street, 1st Floor
Riverside, CA 92501

Riverside Community College District
Moreno Valley College
School of Public Safety
Dean of Instruction Phil Rawlings
20629 11th Street
Riverside, CA 92518-1514

EXHIBIT "A"

Agreement between Riverside Community College
District and the County of Riverside Fire Department

Re: Fire Academy Program Manager

Salary Schedule for Fire Captain – Training FY 2025-2026

Salary	\$178,622.00 / year
Benefits	<u>\$127,299.00 / year</u>
Total Yearly	\$305,922.00

Appendix F Fire Equipment and Fuel/Propane Use

ARTICLE 1. PARTIES

1. Riverside County Fire Department (hereinafter "RivCoFD")
Geoffery Pemberton, Chief Deputy
210 West San Jacinto Avenue
Perris, CA 92570
2. Riverside Community College District (hereinafter "MVC")
Aaron Brown, Vice Chancellor, Business and Financial Services
4800 Magnolia Avenue
Riverside, CA 92506-1299

ARTICLE 2. TERM OF APPENDIX

Section 2.01. This Appendix shall be reviewed annually and follow the Master appendix dates for renewal, upon mutual appendix of the parties, unless earlier terminated by either party in a manner set forth herein.

Section 2.02. RivCoFD or MVC may terminate this Appendix, without cause, upon one hundred and eighty days (180) days written notice to the other party.

Section 2.03. If the term of this Appendix extends into fiscal years subsequent to that in which it is approved, such continuation of the appendix is contingent on the appropriation and availability of funds for such purpose, as determined in good faith by MVC. If funds to affect such continued purpose are not appropriated or available as determined in good faith by MVC, this appendix shall automatically terminate and MVC shall be relieved of any further obligation.

Section 2.05. MVC shall annually appropriate a fiscal budget to support the services designated at a level of service mutually agreed upon by both parties for the duration of the contract period. Any changes to salaries or expenses made necessary by action of CAL FIRE, or any other public agency with authority to direct changes in the level of salaries or expenses shall be paid from the funds appropriated. MVC is obligated to expend or appropriate any sum in excess of increase by action of CAL FIRE, or any other public agency with authority to direct changes.

ARTICLE 3. SCOPE OF SERVICE

Section 3.01. FUEL AND PROPANE USE: MVC desires to purchase fuel and propane from RivCoFD owned and maintained fuel pumps and propane tanks at Ben Clark Training Center (BCTC) located at 16902 Bundy Avenue, Riverside, CA 92518. The intent of this Appendix is to define the respective roles and responsibilities of each party. MVC has agreed to pay for gasoline and diesel fuel (hereinafter referred to as "FUEL"), and propane ("PROPANE"). MVC certifies that all users are employees of the department for which this Appendix is being submitted and that all FUEL or PROPANE dispensed at BCTC

will be into a fuel tank of a motor vehicle, equipment, or other container owned and used by this department for the sole purpose of the Fire Academy Training Program.

1. EQUIPMENT: RivCoFD hereby agrees to maintain FUEL and PROPANE equipment at BCTC, as well as any licenses, permits, inspections, and use taxes potentially subject to said equipment.
2. PROCEDURE FOR TRACKING FUEL USAGE: All FUEL obtained for all MVC equipment will be facilitated through the county fueling system. MVC or its representatives will use code #RCC00000 for fueling MVC equipment as a tracking mechanism. Fuel logs shall be submitted by the end of each month to RivCoFD through the electronic system.
3. BILLING AND PAYMENTS: The billing for FUEL and PROPANE usage provided under this Appendix will be generated quarterly. The billing will be invoiced at price per gallon rate for contracted fuel utilizing the fuel control logging system for FUEL with an additional Five Hundred Dollars (\$500.00) for PROPANE each quarter. RivCoFD will be upgrading the propane tanks to track actual propane used. Once completed, MVC will be invoices at the contracted propane rate utilizing the propane control logging system.
4. MVC shall pay RivCoFD actual costs for the FUEL. RivCoFD is mandated per Government Code section 51350 for full cost recovery. Upon upgrade of the propane tracking system, MVC shall pay RivCoFD actual costs for propane use.
5. A comprehensive invoice will be prepared by the RivCoFD and forwarded to MVC. MVC agrees to pay RivCoFD the invoiced amount in the manner set forth above upon receipt of said invoice.
6. OWNERSHIP: RivCoFD shall maintain ownership of each FUEL pump and PROPANE tank, including but not limited to hardware, accessories, and license/permits.
7. MAINTENANCE AND/OR REPLACEMENT RivCoFD agrees to maintain the daily care and usage of each FUEL pump and PROPANE tank with due diligence. MVC will be liable for each FUEL pump or PROPANE tank if clearly damaged by negligent and/or wrongful misuse. RivCoFD agrees at its discretion to repair or replace all or any FUEL pump or PROPANE tank as needed for reasonable wear and tear, or for unforeseen and unintentional damage or loss, not covered under warranty.

Section 3.02. FIRE EQUIPMENT

The following items exist as BCTC's inventory and provide a shared interest to MVC and RivCoFD (Fire Equipment). This list may be amended for future growth and expansion based on training demands and requirements. MVC and RivCoFD shall share equal responsibility for the acquisition, care, maintenance, and upkeep of the Fire Equipment necessary to support ongoing training operations.

1. The following Fire Equipment was purchased or acquired by MVC to be used for the mutual benefit of the fire training conducted at the facility and operated by the RivCoFD.

- a. OHD Qualitative fit test machine(RivCoFD H&S) MVC Asset ID 093253
 - b. Electric warehouse forklift (drill grounds)
 - c. Solo Decon SCBA washer (drill ground) MVC Asset ID093270 Serial #240227-2022
 - d. Seventy-eight (78) Scott self-contained breathing apparatus (SCBA)
 - e. Twenty-four (24) Handheld radios for drill grounds communication (SPS admin)
 - f. 1800# Hoshizaki Ice Machine (drill grounds) MVC Asset ID 091895
 - g. Fire engine shelter port (gravel parking area)
 - h. Two (2) containers for storage and prop replacement (drill grounds) MVC Asset IDs 092635, 092636
 - i. Three (3) Type I fire engines (gravel parking area) MVC Asset IDs 079803, 079804, 041238
 - j. Two (2) enclosed trailers (simulation building) MVC Asset IDs 038146, 077659
 - k. One (1) fire control 4 trailer and props (simulation building) MVC Asset ID 094168
 - l. One (1) vehicle fire prop (drill grounds) MVC Asset ID 096331
 - m. Two (2) utility vehicles (drill grounds) MVC Asset IDs 093273, 093274
 - n. Twelve (12) 24' extension ladders (drill grounds)
 - o. Ten (10) 35' extension ladders (drill grounds)
 - p. Four (4) forcible entry door props (drill grounds)
 - i. Two (2) free standing
 - ii. One (1) Mounted in "garden style"
 - iii. One (1) In force entry prop building
 - q. Multiple vehicle extrication equipment (drill grounds)
2. Any individual driving a Fire Engine in connection with this Agreement shall hold the proper California license.
 3. Any individual driving a Forklift in connection with this Agreement shall be Certified in the specific forklift being used.

ARTICLE 4. PAYMENT AND COMPENSATION

Section 4.01. MVC shall reimburse RivCoFD for rending services pursuant to this appendix according to Riverside County Board of Supervisors approved Schedule of Fees for the Ben Clark Training Center.

Appendix G EMS FIELD RIDE ALONG PROGRAM

ARTICLE 1. PARTIES

1. PROVIDER
RIVERSIDE County Fire Department (RivCoFD) EMS BUREAU CHIEF
16902 Bundy Ave
Riverside, CA 92518

2. COLLEGE
Moreno Valley College (MVC) EMS DIRECTOR
20629 11th Street
Riverside, CA 92518

ARTICLE 2. TERM OF CONTRACT

Section 2.01. This Appendix shall be reviewed annually and follow the Master appendix dates for renewal, upon mutual appendix of the parties, unless earlier terminated by either party in a manner set forth herein.

Section 2.02. RivCoFD or MVC may terminate this Appendix, without cause, upon one hundred and eighty days (180) days written notice to the other party.

ARTICLE 3. SCOPE OF SERVICE

Section 3.01. The MVC maintains an Emergency Medical Services Program for students studying in the fields of Emergency Medical Technician (EMT-B), Advance Emergency Medical (AEMT), Emergency Medical Technician–Paramedic Program EMT–Paramedic, (hereinafter collectively referred to as the “EMS Program”).

The EMS Program has certain requirements for students to gain supervised field experience while enrolled in the EMS Program.

The RivCoFD supplies emergency medical services to the community which lend themselves to the provision of said supervised field experience for students of the EMS Program.

The MVC and the RivCoFD desire to cooperate in the EMS Program and to use the facilities of both Parties in connection therewith.

The RivCoFD shall retain complete responsibility for fire protection, disaster preparedness and response, fire prevention, rescue, hazardous materials mitigation, technical rescue response, medical emergency services, and public service assists (hereinafter called “Fire Services”). Students in the program are restricted from performing any Fire Services that are not EMS related.

The students' training experience will provide observation of the day-to-day responsibilities of the RivCoFD as well as provide the required hours and field experience in emergency medical patient care in correlation with the Riverside County EMS Program Internship Field Guide and with the pertinent sections of Division 9 of Title 22 of the California Code of Regulations and Division 2.5 of the California Health and Safety Code. The RivCoFD shall retain ultimate responsibility at all times for the care of all patients receiving EMS treatment.

The RivCoFD has entered into that certain Cooperative Fire Programs Fire Protection Reimbursement Agreement ("CAL FIRE Agreement") dated December 14, 2021, with the State of California, Department of Forestry and Fire Protection ("CAL-FIRE") whereby CAL-FIRE personnel provides fire protection, disaster preparedness and response, fire prevention, rescue, hazardous materials mitigation, technical rescue response, medical emergency services, and public service assists ("Fire Services") to the RivCoFD to serve the unincorporated areas of the County of Riverside.

The RivCoFD by way of separate cooperative agreements with several cities and special districts ("Contract Partners"), through its CAL FIRE Agreement, provides Fire Services in each Contract Partners' respective jurisdiction.

Section 3.02. THE MVC shall:

- a. Assume full responsibility for the preparation of instructors for positions in EMS Programs.
- b. Be responsible for the development, organization, and implementation of the EMS Program curriculum under the direction of a qualified EMS Program Director. Select, test, and supervise the students admitted to the EMS Program at the time of admittance and throughout the period of time prescribed for the student's completion of the EMS Program.
- c. Provide certificated instructors to teach all prescribed courses in the EMS Program, including any instruction or training which may be carried on at the RivCoFD. The instructors and the Director of EMS Program shall be named, appointed, and assigned by the MVC in accordance with its established procedures for employment of instructional personnel. The instructor/student ratio shall not exceed the ratio listed for the EMS Program in accordance with the State of California EMT, EMT-I, and EMT-P policies.
- d. Provide each new instructor an opportunity to participate in an orientation with the RivCoFD. This orientation shall be arranged through mutual agreement of the MVC and the RivCoFD.
- e. Provide all instructional supplies and equipment as needed for the EMS Program, except those which the RivCoFD hereinafter specifically agrees to provide.
- f. Provide administrative functions, including admission, counseling, scheduling, attendance, accounting and achievement records in connection with the EMS Program, similar to those maintained for all other students at California EMS Academy.

- g. Furnish copies of class schedules and student rotation assignments to the RivCoFD, prepared by the EMS Program Director after consultation with the RivCoFD.
- h. Provide documentation that recognizes the EMT - Paramedic program meets national standards and is an accredited program through the Commission on Accreditation of Allied Health Education Programs (CAAHEP) and the Committee on Accreditation for the EMS Professions (CoAEMSP).
- i. Provide RivCoFD a copy of the Emergency Notification Form for each student prior to participation in the EMS Program Field Training.

Section 3.03. The RivCoFD shall provide the following:

- a. The cooperation and counsel of the RivCoFD to help ensure success of the EMS Program.
- b. As broad an experience as possible with opportunities for observation, participation, or independent activity involving day-to-day responsibilities of emergency medical patient care through the program offered by the RivCoFD.
- c. Retain complete control and responsibility of victim/patient care as well as supervision and oversight of students' participation at all times.

Section 3.04. Should emergency treatment be necessary for students in the event of accident or sudden illness, the cost of such treatment shall be covered by the student. It will be the duty and obligation of the MVC to ensure that a claim is properly filed with the MVC'S Risk Management Department. The Parties agree that the standards of the EMS Program shall be maintained at a level equal to or exceeding those required by the State of California as outlined in Title 22 of the Code of Regulations.

Section 3.05. The Parties agree that the students and staff of the MVC participating in the EMS Program are not employees or agents of the RivCoFD, nor shall they become employees or agents of the RivCoFD by virtue of their participation in the EMS Program, but shall be subject to and shall abide by all RivCoFD rules, regulations, and policies, including, but not limited to: those governing professional conduct, confidentiality, discrimination, affirmative action, substance abuse, and Blood Borne Pathogen Control Plan. In the event a student fails or refuses to do so, the RivCoFD reserves the right to deny such student the use of its facilities and services.

Section 3.06. Each student in the EMS Program, prior to beginning field training with the RivCoFD, shall have on file documentation of health status with the MVC EMS Program Director including documentation of negative TB test within the previous year, and current Hepatitis B vaccination. This documentation shall be provided to RivCoFD upon request.

Section 3.07. The number of students participating in the EMS Program who are assigned to the RivCoFD shall be determined by mutual agreement of the Parties.

Section 3.08. Per Division 9 of Title 22 of the California Code of Regulations, no more than one (1) EMT student, of any level, shall be assigned to a response vehicle at any one time during the student's field training.

Section 3.09. Students are not authorized to drive any RivCoFD vehicle but may ride in such vehicles during their participation in this program when driven by a RivCoFD employee.

Section 3.10. A strict code of confidentiality of victim/patient information shall be maintained by all participants in the EMS Program.

- a. Students will sign a Statement of Confidentiality as part of the Orientation. This signature binds the student to maintain patient confidentiality throughout the field experience. No copies of patient records shall be made, and no records or copies thereof shall be removed from the RivCoFD.
- b. The discussion, transmission, or narration in any form by students of any individually identifiable client/patient information, medical or otherwise, obtained in the course of the EMS Program is forbidden. Students shall use de-identified information only in any discussions about the clinical experience with the MVC, its employees, or agents as a necessary part of the practical experience.
- c. In the event of an individual's failure to comply with the confidentiality requirements stated herein, or his/her refusal to enter into a confidentiality agreement hereinafter required to be entered into with the RivCoFD'S resources, as applicable, shall be denied approval to participate under this Agreement.

COUNTY OF RIVERSIDE, CALIFORNIA
BOARD OF SUPERVISORS POLICY

<u>Subject:</u>	<u>Policy Number</u>	<u>Page</u>
BEN CLARK PUBLIC SAFETY TRAINING CENTER FACILITY USE	H-30	1 of 1

PURPOSE

This policy provides guidelines for the use of the Ben Clark Public Safety Training Center.

FACILITY DESCRIPTION

The Ben Clark Public Safety Training Center is located in Riverside County and jointly operated by the Riverside County Sheriff's and Riverside County Fire Departments. The center offers a variety of training facilities and venues for public safety personnel.

CONDITIONS OF USE

1. Use of the facility is on a space available basis. The Riverside County Sheriff and Fire departments have priority usage.
2. Use of the facility is restricted and available only to agencies that provide a nexus to local and state public safety training. Any request for use outside public safety training operations must be addressed to Riverside County Facilities Management.
3. Reservations for facility use can be made by contacting either the Riverside County Sheriff or Riverside County Fire at the Ben Clark Public Safety Training Center.
4. Non-county entities will be required to complete an "Agreement for Use of the Ben Clark Public Safety Training Center" at least two weeks prior to the requested use date. The user agrees to pay the County the facility use fees approved by the Board of Supervisors. The Board reserves the right to periodically revise these rates.
5. Displays of art and the distribution of information or other media must be reviewed and approved in advance by either the Riverside County Sheriff or Fire Department Ben Clark Public Safety Training Center commander.
6. All buildings at the training center are non-smoking. Smoking on the grounds is only permitted in identified designated areas.

Reference:

Minute Order 3.13 of 05/05/09