



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: JUNE 4, 2019

FROM: FIRE DEPARTMENT WARDS: ALL

**SUBJECT: INTER-AGENCY INSTRUCTIONAL SERVICES AGREEMENT WITH
RIVERSIDE COMMUNITY COLLEGE DISTRICT/ MORENO VALLEY COLLEGE
TO PROVIDE CONTINUING EDUCATION AND SPECIALIZED TRAINING
COURSES THROUGH RIVERSIDE FIRE DEPARTMENT**

ISSUE:

Approve an Inter-Agency Instructional Services Agreement with the Riverside Community College District / Moreno Valley College to provide District-approved continuing education and specialized training courses through the Riverside Fire Department.

RECOMMENDATIONS:

That the City Council:

1. Approve an Inter-Agency Instructional Services Agreement with the Riverside Community College District / Moreno Valley College to provide District-approved continuing education and specialized training courses through the Riverside Fire Department; and
2. Authorize the City Manager, or designee, to execute all documents pursuant to the Inter-Agency Instructional Services Agreement including the ability to make minor non-substantive changes.

BACKGROUND:

A number of California community college districts have arrangements with public agencies known as “instructional service agreements” (ISA). This type of agreement allows an outside organization to establish a partnership with a community college to obtain college-level training for its employees or members. ISA’s are mutually beneficial to the districts and public agencies as the instructional costs are shared and students can receive college credit.

Since 2015, the City of Riverside and Riverside Fire Department (RFD) have maintained an ISA agreement with Rancho Santiago Community College District of Orange County, which generated an approximate annual revenue amount of \$122,000 per year restricted to the use of RFD’s training program.

Recently in 2019, Riverside Community College District (RCCD) / Moreno Valley College (MVC) has incorporated the ISA program in their district and has requested RFD to change agreements from Rancho Santiago to the RCCD/MVC local district. The agreement would facilitate training and continued education for employees, and provide a portion of the State allotment of funding to the Fire Department.

On May 13, 2019, Rancho Santiago College District sent a termination letter (attached) informing RFD that they are terminating their ISA agreement in accordance with California Education Code 78021, based on requirements that classes be held within the boundaries of the district.

DISCUSSION:

At this time, RFD proposes to enter into an ISA with RCCD/MVC to obtain cost recovery for eligible training currently conducted in house by RFD's Training Division. By entering into the ISA, RCCD/MVC will engage the Fire Department as an independent contractor to provide fire-related instruction, including in service training, continuing education and specialized training, to RFD personnel.

Riverside Fire Captains and Fire Chief Officers with six years' experience in the fire service will be recognized as "Experts in the Field," and qualify under RCCD/MVC "Equivalency" requirements as "Non-Paid Instructors of Record." RFD personnel engaged in continuing education, in-service training or specialized training hosted by RFD will be enrolled with RCCD/MVC and be subject to the standard tuition fee of \$46/unit. In return, the College will reimburse the Fire Department \$3.50 per instructional hour (48 hours for one unit of instruction) or \$168 per unit. The net difference between the tuition and the instruction is \$122 for every 48 hours of instruction. The revenues generated under the agreement will be appropriated to cover all required tuition expenses, with the resulting net revenue used to purchase supplies and equipment to enhance RFD's training program.

FISCAL IMPACT:

If approved, the ISA will provide a restricted revenue source to sustain and enhance Fire Department training activities with anticipated revenues in the amount of \$122,915 to be used to purchase additional training related materials and equipment for Fire personnel.

Prepared by:	Michael D. Moore, Fire Chief
Certified as to	
availability of funds:	Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by:	Lea Deesing, Assistant City Manager
Approved as to form:	Gary G. Geuss, City Attorney

Attachments:

1. Inter-Agency Instructional Services Agreement
2. Termination Letter