

# CONTRACT/AGREEMENT/GRANT APPROVAL COVER SHEET

**Title of Contract/Agreement/Grant:** Coalinga Fire Department

**Contract/Agreement/Grant Type:** Instructional Service Agreement Renewal



New  
(If yes, may require Board approval)



Continuing  
(no changes)



Continuing  
(with changes, note changes in description)



Addendum to existing



SCCCD Generated



Requires Legal Review



Requires Insurance  
(If yes, complete insurance form)



Resolution Required  
Board approval required

**Contract/Agreement/Grant:**



Application



Final

Initial

Initial

Initial

Initial

Total Amount: \_\_\_\_\_

Date final approved: \_\_\_\_\_

Yr 1: \_\_\_\_\_ Yr 2: \_\_\_\_\_ Yr 3: \_\_\_\_\_ Yr 4: \_\_\_\_\_ Yr 5: \_\_\_\_\_

Budget No. \_\_\_\_\_ Match: \_\_\_\_\_ Period: \_\_\_\_\_

Description/Notes:

The attached contracts are signed original Instructional Service Agreements with the Coalinga Fire Department. The contract renewal will begin July 1, 2021 once Board approved.

Please contact Peter Cacossa at ext. 5757 or 559-974-7466 once signed and we will pick-up these documents for routing.

**Approval Signatures:**



Initiator: \_\_\_\_\_

Mar 9, 2021

Title: **Dean of AT & CTC** Date: \_\_\_\_\_



Mar 10, 2021

Title: **VP of Instruction** Date: \_\_\_\_\_

Title: **VP of Administrative Services** Date: \_\_\_\_\_

Title: **President** Date: \_\_\_\_\_

## CONTRACT/AGREEMENT/GRANT APPROVAL COVER SHEET

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**Insurance (If requested):**

Certificate Holder: City of Coalinga Attention: \_\_\_\_\_

Address: 155 West Durian Ave Phone: \_\_\_\_\_

City/State/Zip: Coalinga, CA 93210 Fax: \_\_\_\_\_

Endorsements: (If yes, choose which) ☐ Additional Insured Covered ☐ Loss Payee  
Party

Name(s) of Additional Insured: \_\_\_\_\_

Name(s) of Loss Payee: \_\_\_\_\_

Event Name: Instructional Service Agreement Date(s) of Event: 21-24

Limits of General Liability: See additional notes Other Coverage Limits Requested: See additional notes

Note: Signed copy of current agreement must accompany insurance request if additional insured is requested.

**Additional Notes:**

Each party shall insure its activities in connection with this Agreement and maintain at all times insurance in coverage and limit amounts reasonably necessary to protect itself against injuries and damages arising from the acts or omissions caused by each party, their respective Boards, officers, employees and agents in the performance of this Agreement.

**INSTRUCTIONAL SERVICE AGREEMENT  
BETWEEN  
FRESNO CITY COLLEGE  
AND  
CITY OF COALINGA**

This Agreement is made and entered into this 1<sup>st</sup> day of May, 2021 by and between Fresno City College (FCC), a college of the State Center Community College District (SCCCD), and the City of "Coalinga", a municipal corporation, (CFD) (together, "the parties").

**WITNESSETH**

WHEREAS, FCC is authorized by the California Education Code ("Education Code") and Title 5 of the California Code of Regulations ("Title 5"), to conduct Contract Instruction, Assessment and Counseling Services to serve community needs; and

WHEREAS, CFD desires to contract with FCC for to provide educational services to its in-service personnel as set forth herein; and

WHEREAS, the parties mutually desire cooperation of the parties to provide quality instruction and training to meet community needs, as set forth herein.

**AGREEMENT**

NOW, THEREFORE, in consideration of the foregoing and of the covenants, conditions, and promises hereinafter contained to be kept and performed by the respective parties, FCC and CFD mutually agree as follows:

**Section 1. RESPONSIBILITIES OF FCC**

- a. FCC shall offer approved courses to meet educational needs and requirements of the City of Coalinga's Fire Department (hereafter referred to as CFD) in-service personnel (all class participants are in-service fire personnel and shall hereafter be referred to as "students").
- b. FCC shall provide a faculty coordinator to work with CFD. Said faculty coordinator shall act as the CFD co-instructor for all FCC affiliated educational courses. Under no circumstances, however, shall the faculty coordinator have authority over the remaining operations of CFD, including but not limited to, personnel issues concerning CFD employees, operational budget, or the use, maintenance, or scheduling of CFD facilities.
- c. FCC and CFD will mutually ensure ancillary and support services are provided for the students (e.g. Counseling, Guidance, & Placement Assistance).
- d. FCC shall assist CFD in registration and other support services to students in order to adequately manage and control the college's course offerings.
- e. FCC shall approve selection of instructors and evaluate the quality of instruction to ensure that it meets the needs of the students and the accreditation requirements of FCC. FCC shall have the primary right to control and direct the

- instructional activities of all instructors.
- f. FCC shall ensure that course offerings meet all appropriate requirements of the Education Code and Title 5.
  - g. FCC shall consult CFD on any revisions to existing FCC courses designed for the CFD program, initiation of new courses, or any other changes, in order to ensure the quality of educational services and to meet the needs of CFD.
  - h. FCC shall provide the use of its facilities and equipment free of charge for use by the CFD, on an as-needed, space available basis for Instructional Service Agreement (ISA) partner programs. FCC shall attempt to provide use of said facilities and equipment during normal business hours.
  - i. FCC shall demonstrate control and direction through such actions as: providing the instructor of record an orientation, instructor's manual, Title 5 course outlines, curriculum materials, testing and grading procedures and any other materials and services it would provide its adjunct instructors on campus.
  - j. By signing this Agreement, FCC certifies it does not receive full compensation for direct education costs of the course from any public or private agency, individual or group.
  - k. FCC has the primary right and responsibility to control and direct the activities of the person or persons furnished by the CFD during the term of the Agreement.

## Section 2. RESPONSIBILITIES OF CFD

- a. CFD shall provide classroom space for use as off-campus sites by FCC, free of charge for Instructional Service Agreement (ISA) courses.
- b. CFD shall provide instructors, equipment, materials, day-to-day management support, and all other related overhead necessary to conduct FCC's ISA courses.
- c. CFD shall cooperate with FCC to ensure all personnel, equipment, and materials used in carrying out its responsibilities under this Agreement conform to Education Code and Title 5 mandated standards governing instructional programs, including minimum qualifications for instructors.
- d. CFD shall use the money received as compensation for services under this Agreement for educational and training related purposes as they relate to fire and public safety training programs.
- e. CFD shall assist FCC in collecting all instructional fees associated with the class offerings under this Agreement.
- f. CFD shall pay the tuition fee of \$46 per unit for all CFD students enrolled in ISA courses.
- g. CFD shall pay the off-site health fee of \$13 per semester for all CFD students.
- h. Records of student attendance and registration shall be submitted by CFD to FCC regularly and then maintained by FCC. Records will be open for review at all times by officials of the college and submitted on a schedule developed by FCC by no later than July 1<sup>st</sup> annually (**see Appendix A**).
- i. By signing this Agreement, the CFD certifies the training facility is open to the public and the instructional activities agreed upon herein will not be fully funded by other sources.

### Section 3. PAYMENT FOR SERVICES

- a. In consideration of the services provided herein, FCC shall pay the CFD 58% in academic year 2021-2022, 59% in academic year 2022-2023, and 60% in academic year 2023-2024 of the state base appointment earned due to eligible instructional Full-Time Equivalent Student (FTES) hours (**see Appendix B**).
- b. Above hours shall not exceed 50,000 Student Instructional Hours per academic year, only applicable in academic years when the California Community College Chancellor's Office (CCCCO) implements apportionment caps for its colleges. Notice would be provided to CFD no later than October 30<sup>th</sup> annually if CCCC) apportionment caps will be in place for the academic year.
- c. City/County shall submit to FCC an invoice for all mutually agreed upon instructional Full-Time Equivalent Student (FTES) hours provided under this Agreement. FCC shall pay CFD the agreed contract price within the agreed upon timeline for the fiscal year, to be established by no later than July 1<sup>st</sup> annually (**see Appendix C**). Any adjustments to the fiscal year timeline must be presented a minimum of forty-five (45) days prior to the end of any given course section.
- d. Instructional Full-Time Equivalent Student (FTES) hours are defined as those hours reported on SCCCD's CCFS-320 Report, California Community Colleges Apportionment Attendance Reports, which are subject to audit by SCCCD's independent auditor and the California Community Colleges Chancellor's Office.

### Section 4. INDEMNIFICATION

- a. CFD shall indemnify, hold harmless and defend FCC, and each of its officers, officials, agents, and volunteers from and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by CFD, FCC or any other person, and from any and all claims, demands and actions in law or equity (including attorney's fees and litigation expenses), arising or alleged to have arisen directly or indirectly from the negligent or intentional acts or omissions of CFD or any of its officers, officials, employees, agents or volunteers in the performance of this Agreement; provided nothing herein shall constitute a waiver by CFD of governmental immunities including California Government Code Section 810 et seq.
- b. FCC shall indemnify, hold harmless and defend CFD and each of its officers, officials, employees, agents and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by the CFD, FCC or any other person, and from any and all claims, demands and actions in law or equity (including attorney's fees and litigation expenses), arising or alleged to have arisen directly or indirectly from the negligent or intentional acts or omissions of FCC or any of its officers, officials, employees, agents or volunteers in the performance of this Agreement; provided nothing herein shall constitute a waiver by FCC of governmental immunities including California Government Code Section 810 et seq.
- c. In the event of concurrent negligence on the part of FCC or any of its officers,

officials, employees, agents or volunteers, and CFD or any of its officers, officials, employees, agents or volunteers, the liability for any and all such claims, demands and actions in law or equity for such losses, fines, penalties, forfeitures, costs and damages shall be apportioned under the State of California's theory of comparative negligence as presently established or as may be modified hereafter.

- d. This section shall survive expiration or termination of this Agreement.

## Section 5. INSURANCE

- a. Each party shall insure its activities in connection with this Agreement and maintain at all times insurance in coverage and limit amounts reasonably necessary to protect itself against injuries and damages arising from the acts or omissions caused by each party, their respective Boards, officers, employees and agents in the performance of this Agreement. This insurance requirement may be satisfied through a program of self-insurance, or insurance coverage afforded to public entities through a Joint Powers Authority (JPA) risk pool.

## Section 6. MISCELLANEOUS PROVISIONS

- a. If any provisions of this Agreement are found to be, or become, contrary to applicable law or regulations, or court decisions, FCC and CFD agree that the Agreement shall be renegotiated as it relates to said provision, and the remainder of the Agreement shall remain in full force and effect.
- b. Term and Termination. The term of this Agreement shall start on May 1, 2021, and terminate on June 30, 2024. Notwithstanding the foregoing, this Agreement may be terminated at any time, with or without cause, upon written notice given to the other party at least thirty (30) days prior to the end of the term in which classes are currently in session. In the event of such termination, each party shall fully pay and discharge all obligations accruing to the other party up to and including the date of termination. Neither party shall incur any additional liability to the other by reason of such termination.
- c. Either party hereto maintains the right to cancel services prior to the beginning of each course at no cost to either party to this Agreement.
- d. Nondiscrimination. To the extent required by controlling federal, state and local law, the parties shall not employ discriminatory practices in the provision of services, course instruction, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, sexual orientation, ethnicity, status as a disabled veteran or veteran of the Vietnam era.
- e. This Agreement supersedes any and all other agreements, oral or written, between the parties hereto with respect to the use of the aforesaid facilities or services and contains all covenants and agreements between the parties with respect hereto. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, oral or otherwise, have been made by any party, or by anyone acting on behalf of any parties, which are not embodied herein, and that no other agreement, statement, or promise not contained herein shall be valid or binding. Any modification to this Agreement shall be effective only if it is in writing and signed by the CFD and FCC in the form of an amendment to this Agreement.

- f. Compliance with Law. In providing the services required under this Agreement, FCC shall at all times comply with all applicable laws of the United States, the State of California, the CFD, and with all applicable regulations promulgated by federal, state, regional, or local administrative and regulatory agencies, now in force and as they may be enacted, issued, or amended during the term of this Agreement.
- g. Governing Law and Venue. This Agreement shall be governed by, and construed and enforced in accordance with, the laws of the State of California, excluding, however, any conflict of laws rule which would apply the law of another jurisdiction. Venue for purposes of the filing of any action regarding the enforcement or interpretation of this Agreement and any rights and duties hereunder shall be Fresno County, California.
- h. Cumulative Remedies. No remedy or election hereunder shall be deemed exclusive but shall, wherever possible, be cumulative with all other remedies at law or in equity.
- i. No Third-Party Beneficiaries. The rights, interests, duties and obligations defined within this Agreement are intended for the specific parties hereto as identified in the preamble of this Agreement. Notwithstanding anything stated to the contrary in this Agreement, it is not intended that any rights or interests in this Agreement benefit or flow to the interest of any third parties.
- j. Attorney's Fees. If either party is required to commence any proceeding or legal action to enforce or interpret any term, covenant, or condition of this Agreement, the prevailing party in such proceeding or action shall be entitled to recover from the other party its reasonable attorney's fees and legal expenses.
- k. Notice or correspondence required by this Agreement shall be delivered personally or by United States mail as follows:

To FCC:	Peter Cacossa	To CFD:	Greg Dupuis
	Career & Technology Center 2930 E. Annadale Avenue Fresno, CA 93725		Coalinga Fire Department 300 West Elm Coalinga, CA 93210

- l. The specific course(s) covered under this Agreement are described in **Appendix D**, which are incorporated herein by this reference.
- m. CFD shall provide FCC request to add existing course(s) or sections with a minimum of 40 days advanced notice to FCC prior to the class start date. Each additional course of instruction shall require a written agreement to offer the course signed by City/County's administrator or designee as well as the FCC Vice President of Instruction or designee. The course details must be set forth in writing as with the course(s) listed above, and will become attachments to this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement in Fresno, California to be effective May 1, 2021.

<b>City of Coalinga Fire Department, a Municipal Corporation</b>	<b>Fresno City College, a college of the State Center Community College District</b>
_____ Greg Dupuis, Fire Chief	_____ Cheryl Sullivan, SCCC Vice Chancellor of Finance and Administration
Date: _____	Date: _____
_____  Date: _____	REVIEWED AND RECOMMENDED FOR APPROVAL:  _____ Dr. Carole Goldsmith, FCC President
ATTEST:  _____  Date: _____	Date: _____  APPROVED AS TO LEGAL FORM:  _____ Matthew Besmer, SCCC General Counsel
	Date: _____



## APPENDIX A

### **Projected Student Attendance & Registration Records Schedule for 2021-2022:**

1. Training Hours & Student Applications Agency Cut Off Date on the last Friday of each month:
  - a. Friday, July 30, 2021
  - b. Friday, August 27, 2021
  - c. Friday, September 24, 2021
  - d. Friday, October 29, 2021
  - e. Friday, November 26, 2021
  - f. Friday, December 31, 2021
  - g. Friday, January 28, 2022
  - h. Friday, February 25, 2022
  - i. Friday, March 25, 2022
  - j. Friday, April 29, 2022
  - k. Friday, May 27, 2022
  - l. Friday, June 24, 2022
2. Due date to FCC FIRET program staff is first Friday of the following month:
  - a. Friday, July 2, 2021
  - b. Friday, August 6, 2021
  - c. Friday, September 3, 2021
  - d. Friday, October 1, 2021
  - e. Friday, November 5, 2021
  - f. Friday, December 3, 2021
  - g. Friday, January 7, 2022
  - h. Friday, February 4, 2022
  - i. Friday, March 4, 2022
  - j. Friday, April 1, 2022
  - k. Friday, May 6, 2022
  - l. Friday, June 3, 2022
3. Deadlines for Any Final Student Applications and Unresolved Academic and/or Financial Holds for the Section:
  - a. Friday, November 26, 2021
  - b. Friday, May 27, 2022

## APPENDIX B

### FCC Payment Split with the CFD:

First method is to generate Full-Time Equivalent Student numbers in order to calculate the percentage split of apportionment collected. Full-Time Equivalent Student hours are then multiplied by a percentage split based on the State Base Apportionment determined on an annual basis. The following are a few examples per a single Instructional Service Agreement (ISA) course:

58% in academic year 2021-2022 of the instructional Full-Time Equivalent Student (FTES) eligible for state base apportionment based on Daily Student Contact Hours (DSCHs). The following is the formula that will be applied for payment:

$$\text{DSCH} = \frac{\# \text{ of Students} \times \# \text{ of Hours Per Unit}}{525} = \# \text{ of FTES}$$

$$\# \text{ of FTES} \times 58\% \text{ of State Base Apportionment } (\$4,013.61 \text{ for } 19\text{-}20) = \$ \text{ Amount to be Paid}$$

Three examples would be as follows,

### **FIRET-233 (0.4 unit):**

Units and Hours: 0.4 unit				
<b>Summary</b>				
Minimum Credit Units	0.4	Total Course In-Class (Contact) Hours	24.12	Total Student Learning Hours
Maximum Credit Units	0.4	Total Course Out-of-Class Hours	No value	Faculty Load
				24.12
				1.01
<b>Detail</b>				
<b>Weekly Student Hours</b>		<b>Course Student Hours</b>		
<b>In Class</b>	<b>Out of Class</b>	<b>Course Duration (Weeks)</b>	18	
Lecture No value	No value	<b>Hours per unit divisor</b>	54	
Hours		<b>Course In-Class (Contact) Hours</b>		
Lab 1.34	No value	Lecture	No value	
Hours		Lab	24.12	
Activity No value	No value	Activity	No value	
Hours		<b>Total</b>	24.12	
		<b>Course Out-of-Class Hours</b>		
		Lecture	No value	
		Lab	No value	
		Activity	No value	
		<b>Total</b>	No value	

$$\text{DSCH} = \frac{15 \text{ students} \times 24.12 \text{ hours for } 0.4 \text{ Unit}}{525} = 0.6891428 \text{ FTES} \times 58\% \text{ of } \$4,013.61 = \$1,604.25$$

## APPENDIX B (continued)

### FIRET-233 (1.0 unit):

Units and Hours: 1 unit				
<b>Summary</b>				
Minimum Credit Units	1 Total Course In-Class (Contact) Hours	80.1	Total Student Learning Hours	80.1
Maximum Credit Units	1 Total Course Out-of-Class Hours	No value	Faculty Load	3.34
<b>Detail</b>				
<b>Weekly Student Hours</b>		<b>Course Student Hours</b>		
<b>In Class</b>	<b>Out of Class</b>	<b>Course Duration (Weeks)</b>	18	
Lecture No value	No value	<b>Hours per unit divisor</b>	54	
Hours		<b>Course In-Class (Contact) Hours</b>		
Lab 4.45	No value	Lecture	No value	
Hours		Lab	80.1	
Activity No value	No value	Activity	No value	
Hours		<b>Total</b>	80.1	
		<b>Course Out-of-Class Hours</b>		
		Lecture	No value	
		Lab	No value	
		Activity	No value	
		<b>Total</b>	No value	

$$\text{DSCH} = \frac{15 \text{ students} \times 80.1 \text{ hours for 1.0 Unit}}{525} = \frac{2.2885714 \text{ FTES} \times 58\% \text{ of } \$4,013.61}{\$5,327.55}$$

### FIRET-133 (21.5 unit):

Units and Hours: 1 unit				
<b>Summary</b>				
Minimum Credit Units	1 Total Course In-Class (Contact) Hours	80.1	Total Student Learning Hours	80.1
Maximum Credit Units	1 Total Course Out-of-Class Hours	No value	Faculty Load	3.34
<b>Detail</b>				
<b>Weekly Student Hours</b>		<b>Course Student Hours</b>		
<b>In Class</b>	<b>Out of Class</b>	<b>Course Duration (Weeks)</b>	18	
Lecture No value	No value	<b>Hours per unit divisor</b>	54	
Hours		<b>Course In-Class (Contact) Hours</b>		
Lab 4.45	No value	Lecture	No value	
Hours		Lab	80.1	
Activity No value	No value	Activity	No value	
Hours		<b>Total</b>	80.1	
		<b>Course Out-of-Class Hours</b>		
		Lecture	No value	
		Lab	No value	
		Activity	No value	
		<b>Total</b>	No value	

$$\text{DSCH} = \frac{15 \text{ students} \times 576 \text{ hours for 21.5 Unit}}{525} = \frac{16.457142 \text{ FTES} \times 58\% \text{ of } \$4,013.61}{\$38,310.48}$$

## APPENDIX B (continued)

### AJ-233R (0.1 unit):

Units and Hours: 10.8 Hours (0.2)					
Summary					
Minimum Credit Units	0.1	Total Course In-Class (Contact) Hours	10.8	Total Student Learning Hours	10.8
Maximum Credit Units	0.1	Total Course Out-of-Class Hours	No value	Faculty Load	0.44
Detail					
Weekly Student Hours		Course Student Hours			
In Class	Out of Class	Course Duration (Weeks)	18		
LectureNo value	No value	Hours per unit divisor	54		
Hours		Course In-Class (Contact) Hours			
Lab 0.58	No value	Lecture	No value		
Hours		Lab	10.8		
ActivityNo value	No value	Activity	No value		
Hours		Total	10.8		
		Course Out-of-Class Hours			
		Lecture	No value		
		Lab	No value		
		Activity	No value		
		Total	No value		

$$\text{DSCH} = \frac{15 \text{ students} \times 10.8 \text{ hours for 0.1 Unit}}{525} = 0.3085714 \text{ FTES} \times 58\% \text{ of } \$4,013.61 = \$718.32$$

## APPENDIX C

### Section Schedules and Processing Timeframes for **2021-2022**:

- May 30, 2021-December 17, 2021 (Both AJ & FIRET)
- April 4, 2021-December 17, 2021 (*FIRET-136 Only*)
- November 27, 2021-June 17, 2022 (All AJ & FIRET)
- May 27, 2022-December 16, 2022 (All AJ & FIRET)
- July 6, 2020-July 2, 2021 (Paramedic ONLY – Class 52)
- January 4, 2021-December 31, 2021 (Paramedic ONLY – Class 53)
- January 4, 2021-July 2, 2021 (Paramedic ONLY – Class 54)
- July 5, 2021-July 1, 2022 (Paramedic ONLY – Class 54)
- July 5, 2021-December 31, 2021 (Paramedic ONLY – Class 55)
- January 3, 2022-December 30, 2022 (Paramedic ONLY – Class 55)
- January 3, 2022-July 1, 2022 (Paramedic ONLY – Class 56)

**Projected** Timelines for **2021-2022** Submission of Applications and Hours, Registration and Grades, as well as 320 Reports, Invoicing, and Payments per section:

#### Section Dates: 5/30/21-12/17/21

- Training Hours Cut Off for Agency: 11/26/21
- Training Hours Submitted by Agency: 12/3/21
- Yellow Apps (ISA Sr. Program Specialist): 12/6/21-12/10/21
- Registrations (ISA Sr. Program Specialist): 12/13/21-12/15/21
- Positive Attendance Forms (A&R): 12/16/21-12/17/21
- Grades & Attendance Entered (ISA Faculty Coordinator): 12/16/21-12/20/21 by noon
- Due to DO: 1/1/22
- 320 Report Submitted: 1/14/22
- A&R Send 320 Report to FCC Academy Director: 1/21/22
- OPTIONAL (or can be combined with next section for payment):
  - FCC Academy Director Confirms and Authorizes Invoice Amounts per Agency: 1/28/22
  - Agency Submit Invoice to FCC Academy Director: 2/4/22
  - FCC Sends Invoice for Payment: 2/11/22
  - SCCCD Sends Check to Agency: 2/14/22-2/24/22

#### Section Dates: 11/27/21-6/17/22

- Training Hours Cut Off for Agency: 5/27/22
- Training Hours Submitted by Agency: 6/3/22
- Yellow Apps (ISA Sr. Program Specialist): 6/6/22-6/10/22
- Registrations (ISA Sr. Program Specialist): 6/13/22-6/15/22
- Positive Attendance Forms (A&R): 6/16/22-6/17/22
- Grades & Attendance Entered (ISA Faculty Coordinator): 6/16/22-6/20/22 by noon
- Due to DO: 7/1/22
- 320 Report Submitted: 7/15/22

- A&R Send 320 Report to FCC Academy Director: 7/22/22

**APPENDIX C** (continued)

- FCC Academy Director Confirms and Authorizes Invoice Amounts per Agency: 7/29/22
- Agency Submit Invoice to FCC Academy Director: 8/5/22
- FCC Sends Invoice for Payment: 8/12/22
- SCCCD Sends Check to Agency: 8/15/22-8/26/22

**Section Dates:** Paramedic ONLY

- Student Names & IDs from Agency: 10 business days prior to the start of the section
- Registrations (Sr. Program Specialist): 5 business days prior to the start of the section
- Training Hours Cut Off for Agency: Last day of the section
- Training Hours Submitted by Agency: Last day of the section
- Positive Attendance Forms (A&R): within 2 business days of the end of the section
- Grades & Attendance Entered (ISA Coordinator): within 3 business days of the end of the section
- 320 Report Submitted: 1/14/22 or 7/15/22
- A&R Send 320 Report to FCC Academy Director: 1/21/22 or 7/22/22
- FCC Academy Director Confirms and Authorizes Invoice Amount: 1/28/22 or 7/29/22
- Agency Submit Invoice to FCC Academy Director: 2/4/22 or 8/5/22
- FCC Sends Invoice for Payment: 2/11/22 or 8/12/22
- SCCCD Sends Check to Agency: 2/14/22-2/24/22 or 8/15/22-8/26/22

## APPENDIX D - Fire

### FRESNO CITY COLLEGE ISA COURSE FORM

AGENCY:

CFD

This course is presented under the ISA contract between Fresno City College and the above agency pursuant to the terms of said contract. The parties agree to offer the course described herein, under the same terms and conditions as set forth in said contract.

COURSE TITLE: Advanced Firefighter Continuing Education – *Effective Spring 2021*

COURSE NUMBER: FIRET-233

COURSE HOURS: 24.12-80.1

UNITS: 0.4-1.0

#### DESCRIPTION:

Satisfies annual mandatory continuing education requirements of local Fire Agencies, Fresno County Health Department, the California State Fire Marshal's Office, and appropriate sections of the California Code of Regulations; may be offered in seminar, lecture, and/or lab format; specific course deliver method to be determined by each respective agency.

#### LEARNING OUTCOMES AND OBJECTIVES

##### *Course Objectives*

1. Given a classroom setting and using knowledge of the Fire Technology discipline, discuss technology advances and revisions to regulations and laws as they apply to the specific fire agency.
2. Given a laboratory setting, apply the physical skills to perform various job-related tasks required by the individual's fire protection agency.
3. Given a simulated incident scenario, apply the appropriate strategy and tactics that will address the following incident priorities: 1) life safety, 2) incident stabilization and 3) property conservation.
4. Given classroom instruction, reading assignments, and laboratory activities describe and apply the appropriate emergency medical treatment protocol for a given patient scenario as per Fresno County EMS.

##### *Course Student Learning Outcomes*

- |   |                                 |
|---|---------------------------------|
| 1. Demonstrate the proper psychomotor skills and cognitive reasoning ability necessary to perform all job-related tasks.              | Expected SLO<br>Performance: 70 |
| 2. Apply current industry best practices relative to modern fire protection and technology techniques within the scope of employment. | Expected SLO<br>Performance: 70 |

COURSE OUTLINE OF RECORD AVAILABLE IN ELUMEN

<https://fresnocitycollege.elumenapp.com/public/course/118/d9307200-c2d3-11ea-b635-7d9d4b349bb1/d9307200-c2d3-11ea-b635-7d9d4b349bb1>

## APPENDIX D - Paramedic

### FRESNO CITY COLLEGE ISA COURSE FORM

AGENCY:

These two courses are presented under the ISA contract between Fresno City College and the above agency pursuant to the terms of said contract. The parties agree to offer the course described herein, under the same terms and conditions as set forth in said contract.

COURSE TITLE:

COURSE NUMBER:  COURSE HOURS:  UNITS:

#### DESCRIPTION:

Designed to produce qualified and competent EMT - Paramedic educated and trained in all elements of prehospital advanced life support to the acutely ill or injured patients; scope of practice is in accordance with Title 22 of the California Code of Regulations.

#### LEARNING OUTCOMES AND OBJECTIVES

##### *Course Objectives*

1. Perform a scene size-up, identifying scene safety, manpower resources, and rescue needs.
2. Perform an initial assessment identifying and managing immediate life threats.
3. Perform detailed an on-going patient evaluations and apply appropriate treatments.
4. Document and record patient and treatment information.
5. Interact appropriately with all other emergency responders.
6. Manage triage, treatment, transport of patients in a multi-casualty event.
7. Communicate with medical control and dispatch using a variety of electronic devices.

##### *Course Student Learning Outcomes*

- |   |                                 |
|---|---------------------------------|
| 1. Perform an initial assessment identifying and managing immediate life threats. | Expected SLO<br>Performance: 70 |
| 2. Perform detailed and on-going patient evaluations.                             | Expected SLO<br>Performance: 70 |
| 3. Apply appropriate treatments.  | Expected SLO<br>Performance: 70 |

#### COURSE OUTLINE OF RECORD AVAILABLE IN ELUMEN

<https://fresnocitycollege.elumenapp.com/public/course/118/0fe0648a-c244-11ea-8b86-e52ff1407be1/0fe0648a-c244-11ea-8b86-e52ff1407be1>



COURSE TITLE: Emergency Medical Technician – Paramedic Clinical and Field Work

COURSE NUMBER: FIRET-136      COURSE HOURS: 679.5      UNITS: 13.0

#### DESCRIPTION:

The student will rotate through two required settings. The hospital, which consists of rotations in various departments including: emergency, surgery, labor & delivery and pediatrics, specialty units and Advanced Cardiac Life Support (ACLS), certification. The field, responding with assigned paramedic preceptors, the students will assess the scene, patients and provide appropriate care. The rotations are required to produce qualified and competent EMT-Paramedics who are educated and trained in all elements of prehospital advanced life support to the acutely ill or injured patients, in accordance with local protocols and Title 22 of the California Code of Regulations.

#### LEARNING OUTCOMES AND OBJECTIVES

##### *Course Objectives*

1. Perform a scene size-up, identifying scene safety, manpower resources, and rescue needs.
2. Perform an initial assessment identifying and managing immediate life threats.
3. Perform detailed an on-going patient evaluations and apply appropriate treatments.
4. Document and record patient and treatment information.
5. Interact appropriately with all other emergency responders.
6. Manage triage, treatment, transport of patients in a multi-casualty event.
7. Communicate with medical control and dispatch using a variety of electronic devices.

##### *Course Student Learning Outcomes*

- |   |                                 |
|---|---------------------------------|
| 1. Perform an initial assessment identifying and managing immediate life threats. | Expected SLO<br>Performance: 70 |
| 2. Perform detailed and on-going patient evaluations.                             | Expected SLO<br>Performance: 70 |
| 3. Apply appropriate treatments.  | Expected SLO<br>Performance: 70 |

#### COURSE OUTLINE OF RECORD AVAILABLE IN ELUMEN

<https://fresnocitycollege.elumenapp.com/public/course/118/19e57d43-9283-4443-8403-cccec59b2073/19e57d43-9283-4443-8403-cccec59b2073>

PUBLIC AGENCY RISK SHARING AUTHORITY OF CALIFORNIA

LIABILITY MEMORANDUM OF COVERAGE

COVER PAGE

This **Memorandum** specifies the liability coverage afforded under the Public Agency Risk Sharing Authority of California Liability Program. Coverage is afforded for **Bodily Injury Property Damage, Personal Injury**, and **Public Officials Errors and Omissions** arising out of liability risks to which this **Memorandum** applies, subject to certain limitations, conditions, definitions and other provisions of this **Memorandum**.

California Government Code §990.4 provides that pooling self-insured claims or losses by public entities does not constitute the business of insurance under the California Insurance Code. There is no transfer of risk from the **Member Entities** to the **Authority**, nor any assumption of risk by the **Authority**. The **Authority's** sole duty is to administer the Program adopted by the **Member Entities**, as outlined in the Joint Powers Agreement of the Public Agency Risk Sharing Authority of California.

The terms of this **Memorandum** shall be construed in accordance with the principles of California contract law. The **Memorandum** shall not be considered a contract of adhesion but rather a contract designed by mutual negotiation and consent of the **Member Entities**. If the language of the **Memorandum** is alleged to be ambiguous or unclear, the issue shall be resolved in a manner most consistent with the relevant terms of the **Memorandum** without any construction, interpretation, or presumption in favor of either the Covered Party or the **Authority**.

Words and phrases that are capitalized and appear in bold print in this Memorandum are defined in Section II.

- A. **Member Entity:** City of Coalinga  
Mailing Address: 155 W. Durian Avenue, Coalinga, CA 93210
- B. **Coverage Period:** From July 1, 2019, 12:01 a.m. to June 30, 2020, 12:00 a.m. Pacific Daylight Savings Time.
- C. **Limit of Coverage:** \$975,000 **Ultimate Net Loss** as the result of any one **Occurrence** because of **Bodily Injury, Property Damage, Personal Injury**, or **Public Officials Errors and Omissions** or any combination thereof in excess of the Retained Limit.

\$700,000 **Ultimate Net Loss** for Claims for inverse condemnation arising from physical damage to tangible property.

- D. **Retained Limit:** \$25,000 **Ultimate Net Loss** as the result of any one **Occurrence** because of **Bodily Injury, Property Damage, Personal Injury**, or **Public Officials Errors and Omissions** or any combination thereof.

Signed by:   
Kin Ong, General Manager

Dated: June 10, 2019

Public Agency Risk Sharing Authority of California

**MEMORANDUM OF COVERAGE**  
**OF THE SELF INSUREND WORKERS' COMPENSATION PROGRAM**  
**COVER PAGE**

This Memorandum of Coverage is not an insurance policy; it is a description of the **Program** through which certain specified and limited self-insured workers' compensation and employer's liability risks are administered by the **Authority** and shared by its **Participating Members**.

1. **PARTICIPATING MEMBER:** City of Coalinga  
  
Mailing Address: 155 W. Durian Avenue, Coalinga, CA 93210
2. **PROGRAM PERIOD** From July 1, 2019, 12:01 a.m. to June 30, 2020,  
12:00 a.m., Pacific Daylight Savings Time
3. **PROTECTION AFFORDED BY THE PROGRAM**
  - a. **Workers' Compensation:** Section III of this Memorandum applies to the Members' obligation under the California workers' compensation law.
  - b. **Employer's Liability:** Section IV of the Memorandum applies to work in California.
  - c. **Other States:** Section V of the Memorandum applies to workers' compensation protection outside of California

4. **MAXIMUM AMOUNT OF PROTECTION:**

The Program's Maximum Protection Limits for each accident or each employee for disease in excess of the Participating member's \$25,000 self-insured retention are:

- |   |           |
|---|-----------|
| a. Workers' Compensation:                                   | \$475,000 |
| b. Employer's Liability:                                    | \$475,000 |
| c. Workers' Compensation and Employer's Liability Combined: | \$475,000 |

Signed by:   
Kim Ong, General Manager

Dated: June 10, 2019









# Coalinga Fire ISA Master Agreement Packet

Final Audit Report

2021-03-10

Created:	2021-03-10
By:	April Farkas (april.farkas@fresnocitycollege.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAHfptnCYP4EdxN1JkCxJFkpEcEun9_E2

## "Coalinga Fire ISA Master Agreement Packet" History

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