



CITY OF SALINAS COUNCIL STAFF REPORT

DATE: JANUARY 14, 2025

DEPARTMENT: SALINAS FIRE DEPARTMENT

FROM: SAMUEL KLEMEK, FIRE CHIEF

BY: CHRISTOPHER KNAPP, DIVISION CHIEF/FIRE MARSHAL

TITLE: MEMORANDUM OF UNDERSTANDING BETWEEN THE
SALINAS FIRE DEPARTMENT AND PUBLIC SAFETY CADETS

RECOMMENDED MOTION:

A motion to approve a Resolution authorizing the City Manager to execute a Memorandum of Understanding with the Public Safety Cadets.

EXECUTIVE SUMMARY:

The Salinas Fire Department offers a Youth Explorer/Cadet Program designed to provide teenagers and young adults with a hands-on opportunity to explore careers in the fire service. As part of our commitment to fostering the next generation of public safety professionals, the Department is requesting approval to execute a Memorandum of Understanding with the Public Safety Cadets, a Commonwealth of Virginia Nonstock, Nonprofit, Corporation, to provide governance, guidance, and standard operating procedures to assist the Salinas Fire Department in the operations of the Salinas Fire Cadet Program.

BACKGROUND:

In 2023, the Salinas Fire Department brought back the Fire and EMS Explorer Program, Post #202. The program is designed to encourage 14- to 20-year-olds to explore a career in the fire service. Explorers get to experience what it is like to be a firefighter through monthly training and a ride-along program. The program has historically been called the Salinas Fire Explorer Program and functioned as a Post under an agreement with the Boy Scouts of America.

In 2018 a new non-profit organization, Public Safety Cadets, was founded and the Salinas Fire Department is transitioning to this partnership organization. The Public Safety Cadets will provide governance, guidance, and standard operating procedures to assist the Salinas Fire Department. Public Safety Cadets also provide general liability and accident medical insurance coverage related to participation in Public Safety Cadet activities. Transitioning to the Public Safety Cadets will provide the program with cost savings and offers a more efficient administrative registration process. Annual unit registration cost is \$25, and individual registration fees are \$20 for each youth and mentor participant. Currently, the program has 11 Explorer/Cadets and 14 mentors. The

program aims to add an additional 9 Cadets/Explorers during the 2025 calendar year for a total of 20 Cadets/Explorers. Moving forward the program will be known as the Salinas Fire Department Cadet Program.

The Cadet Program will be a hands-on program for eligible youth ages 14 through 20 (until age 21) and provides an opportunity to explore a career in the fire service. The program mentors young adults to serve their communities by providing knowledge, skills and practical experiences through education and training delivered by public safety professionals that develops character, physical fitness, and respect for their community. The objectives of the Cadet Program are to provide an opportunity for Cadets to perform community service, gain practical experience, develop leadership skills, and to participate in career skills competitions and team building recreational activities. The goal is to help prepare Cadets to become better citizens and community members through character development and good citizenship. The Cadet Program has dedicated mentors who will provide guidance to the youth participants. Mentors consist of Fire Department employees.

CEQA CONSIDERATION:

Not a Project. The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378). In addition, CEQA Guidelines Section 15061 includes the general rule that CEQA applies only to activities which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Because the proposed action and this matter have no potential to cause any effect on the environment, or because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378, this matter is not a project. Because the matter does not cause a direct or foreseeable indirect physical change on or in the environment, this matter is not a project. Any subsequent discretionary projects resulting from this action will be assessed for CEQA applicability.

CALIFORNIA GOVERNMENT CODE §84308 APPLIES:

Does Apply. The City of Salinas has determined that the memorandum of understanding and proposed action does apply to section Government Code §84308/Levine Act because this is a contract; however, the contract is exempt because its value is under \$50,000. Government Code §84308 generally applies to all contracts (other and competitively bid, labor, or personal employment contracts); all business, professional, trade, and land use licenses and permits and all other entitlement for use, including all entitlements for land use; and all franchises.

STRATEGIC PLAN INITIATIVE:

Approving the proposed Resolution will support the City Council Strategic Plan Goals of Public Safety and Effective and Culturally Responsive Government.

DEPARTMENTAL COORDINATION:

The Salinas Fire Department has and will continue to coordinate with the Legal Department as well as the Finance Department on the Memorandum of Understanding during the implementation.

FISCAL AND SUSTAINABILITY IMPACT:

Funds are appropriated and available within the Salinas Fire Department budget to support the Explorer Program registration and activities. Agreement not to exceed \$1,000 per year.

Fund	Appropriation	Appropriation Name	Total Appropriation	Amount for recommendation	FY 24-25 Operating Budget Page	Last Budget Action (Date, Resolution)*
1000	45.4540-63.6010	Outside Services Other Outside Services	\$5,560	\$5,000	139	6/11/24, 22979

* The FY 24-25 Adopted Budget was adopted on June 11, 2024.

ATTACHMENTS:

Resolution

MOU with Public Safety Cadets