

**ROSS VALLEY FIRE DEPARTMENT
STAFF REPORT**

For the Meeting of June 10, 2026

To: Board of Directors

From: Dan Mahoney, Fire Chief

Subject: Adopt Resolution 26-06 authorizing staff to request reimbursement from the California Firefighter Joint Apprenticeship Committee

RECOMMENDATION:

Staff recommends the Board adopt Resolution 26-06 authorizing staff to request reimbursement for eligible training costs as part of the California Firefighter Joint Apprenticeship Committee (Cal-Jac).

BACKGROUND:

In 2003, Ross Valley Fire Department entered into a partnership with the California Firefighter Joint Apprenticeship Committee (Cal-Jac). Cal-Jac is a state-wide, labor-management partnership that recruits, trains, and standardizes education for firefighters throughout California. It is co-sponsored by the California State Fire Marshal and California Professional Firefighters (CPF).

The Cal-Jac program provides reimbursement for Fire Department training costs. Probationary Firefighters, Firefighter Paramedics, Fire Inspectors and newly appointed members to promotional positions of Engineer and Captain are eligible for reimbursement. Throughout an employee's apprenticeship period, the Department is eligible for reimbursement for each hour of apprenticeship training. The FY 25/26 reimbursement rate is \$4.75.

Since 2003, the Department has been submitting the required documentation to Cal-Jac for reimbursement and has accrued a balance of \$36,648.54. The Department has not yet requested disbursement of these funds, which can be used for training and equipment costs. Examples of eligible expenses include participation at off-site trainings and conferences, and training materials and equipment.

Staff recommend the Board authorize Ross Valley Fire Department to request Cal-Jac fund reimbursement for eligible expenses. Related budget adjustments based on actual expenditures each year will be included in periodic budget adjustments.

FISCAL IMPACT:

The Department has accrued a balance of \$36,648.54 in Cal-Jac funds, which are available for request and expenditure upon Board authorization. These funds are external to the Department's adopted operating budget and represent no cost to the Department. Revenue and expenditures will be recognized as funds are requested and spent on eligible training and equipment costs. Corresponding budget adjustments will be brought forward to the Board as part of periodic budget amendments throughout the fiscal year.

ATTACHMENTS:

Attachment #1 – Resolution 26-06