



## *City Council Memorandum*

**To:** Mayor Fasbender & City Council Members

**From:** John Townsend, Fire Chief

**Date:** April 9, 2024

**Item:** Approve Agreement with Dive Rescue International to Host Training

**Council Action Requested:**

Approve Host Agreement

**Background Information:**

The agreement with Dive Rescue International is to host a swiftwater training program. The department has utilized this program in the past to bring swift water training to our community. The training this program provides will support our ability to respond to water related incidents. This includes flooding, and moving water, as well as swift water in the Vermillion River. Hosting the program allows for us to economically provide this training to our department as well as other agencies.

**Financial Impact:** none

**Advisory Commission Discussion:** N/A

**Council Committee Discussion:** N/A

**Attachments:** 1. Host Agreement



**HOST AGREEMENT**

This is an agreement made on **March 25, 2024** between **Dive Rescue International** and the **City of Hastings Fire Department**. We agree, and our agencies agree, to be the host for the training course entitled **Swiftwater Rescue Combination** to be held in **Hastings, MN** on **July 15-19, 2024**.

**I understand Dive Rescue International will provide the following:**

- ❖ Qualified Instructor or Instructors.
- ❖ Registration of students and collection of tuition.
- ❖ Instructor fees, travel, and expenses.
- ❖ Custom training materials and/or textbooks.
- ❖ Specialized training equipment as required for the course.
- ❖ Customized brochure, marketing material and support.
- ❖ Screening of participants to ensure membership with a public safety agency.
- ❖ Instructor transportation to and from the airport and during his/her stay.
- ❖ Certificate of Completion awarded to students performing at an acceptable level.
- ❖ A one-time 10% discount for equipment purchased from Dive Rescue International. This purchase must be made within 90 days of the class and applies to current retail prices.

**Host responsibilities:**

- ❖ Complete and return all paperwork.
- ❖ Act as a contact for inquiries concerning local information.
- ❖ Promote and publicize the course to other public safety agencies.
- ❖ Arrange for all instructional facilities which include classroom, audio/visual equipment, and training sites, as outlined in the Program Information Guide.

I understand that the preferred class size for the **Swiftwater Rescue Combination** course is **20 participants**. The tuition for this course is **\$900** (US Funds) per student. A minimum of 10 students is required for this class to proceed as scheduled.

I understand that if I cancel the scheduled courses by **June 14, 2024**, I will have no financial obligation to Dive Rescue International. However, if cancellation is made after this date, I agree to compensate Dive Rescue International for any non-refundable preparation, shipping or travel expenses.

I have carefully read this statement and understand and accept my obligations as the host.

\_\_\_\_\_  
Amanda Mitchell  
Training Program Coordinator  
Dive Rescue International

\_\_\_\_\_  
Date

\_\_\_\_\_  
Agency Authorized Representative

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Title

\_\_\_\_\_  
Date