



NORTHEAST ARIZONA TRAINING CENTER

“Training Emergency Professionals for Public Service”

BOARD OF DIRECTORS MEETING

Tuesday, April 6, 2021

11:00p-1:00p

Board of Directors: David Huish, Brian Gardner, Jeremy Raisor

Advisory Committee: Alden Whipple – Navajo County; Jim Morgan – NAFCA; Robert Martin – NAPA; Willie Nelson – Town of Taylor

Opening:

1. Call to Order: The NORTHEAST ARIZONA TRAINING CENTER Executive Board Meeting was called to order at 11:00 a.m. on April 6, 2021 by Jeremy Raisor.

Attendance: Jeremy Raisor, Brian Gardner, David Huish, Jon Wisner, Jonelle Sinclair, Donna Soseman, Jim Morgan, Alden Whipple, Peggy Belknap, Robert Martin, Willie Nelson

2. Acceptance of Minutes: Minutes from March 2, 2021.

3. Reports:

a. Financial Reports were presented: Donna reviewed the financial reports. February bank statement showed an ending balance of \$211,680.44. Deposits made were \$1,250.00. Two checks went out; one from LEA Architects and the other from Hancock-Leavitt Insurance. Budget v. Actual still shows some outstanding balances from last year (2020). Jon and Donna are working on collecting the membership fees owed from the NATC’s partners. Vernon paid their dues from last year. Jeremy questioned what LGIP stands for. LGIP stands for Local Government Investment Pool. It is an account set up specifically for the funding from the state to go into for NATC’s Phase 1 Project. LGIP account shows an ending balance of \$76,944.65.

b. Maintenance Projects: David will be scheduling times with Jon regarding the driving track’s crack fill, and costs on replacement burn tower panels. David mentioned the panels that are in the tower now are no longer available due to age and difference in the build. David mentioned all the tiles will need to be replaced this year or next year. After speaking with an associate from WHP Training Towers, Jon does not feel that all the tiles needs replaced at this time. Jon and David will continue making further arrangements for the tower’s needs. Jeremy questioned if replacing the tiles would be a project for the summer or at a later time. David and Jon commented that it would be a summer project due to having limited activity during that time with agencies. Jon wanted to thank David and his maintenance crew for fixing a water leak in the Dirty Classroom and also identifying where the water line ran due to the landscapers covering up the valve’s access.

c. District Governing Boards Needs: No discussion at this time. David mentioned that the next DGB need from NATC will be when NATC starts Phase 1 construction to get approval of a contractor, etc. David

commented that NATC may need to schedule a Special Board Meeting in June, especially if there are construction issues to go over and approve.

d. Jon reviewed the usage of NATC: Jon mentioned the calendar has been very active, especially for fire departments due to them wanting to get in as much training before summer wildland season hits. Police agencies have also been actively scheduling this year, especially Navajo County which is booking clear into June. NATC Live Burn Training, Train the Trainer, for fire agency instruction will take place Wednesday (4/07/21) through Thursday (4/08/21) with the assistance of Bill Solomon and Clay Wood. Weekends are full with Fire Science classes including HAZ MAT and Wildland. Taylor/Snowflake and Timber Mesa fire departments have been regularly scheduling trainings. Pinetop Fire has also scheduled training dates. Brian questioned the state testing in May. Jon commented that NATC conducts a state testing shortly after the Fire Science classes are completed for the semester.

4. Old Business:

a. Capital Improvement Projects: David presented to the board the blue prints of the gas, electrical (red dotted), and water (blue dotted) lines from LEA Architects running into the existing garage which interferes with the original plan on placement of the Simulator Building. Jon and David have been working with LEA regarding the first initial placement for the Simulator Building. Due to not enough space for the facility without moving a lot of infrastructure the building will be placed elsewhere. The new placement of the building will be located close to the future Dirty Classroom expansion and Tiny Homes (N of the existing garage, NW of the Dirty Classroom). David mentioned a secondary electrical line will have to be moved at a cost but will be less expensive than moving primary lines. David presented to the board a computerized imaged layout of the Simulator Building, giving a vision of how the architectural view of the building inside and out. Brian questioned to Jon and Robert regarding the interior pictures if they have any safety concerns with anyone falling off the open platform. Jon commented there has been incidents where people have fallen at other locations but normally the trainee will stand in the middle of the platform because it moves to give the trainee the feeling of the activity. Alden mentioned it is the instructor's job to explain the safety issues to the trainees before they start.

Motion made by David Huish to accept the location of Simulator Building as shown on the site plan by LEA, second by Brian Gardner, motion passed.

5. New Business:

a. NATC annual audit: Jon reviewed the annual audit from BDR Richards, CPA's, PLC. Jon mentioned the fee for the audit and other services came to \$6,500.00. Jon stated that the audit is more than last year due to Brian Richards having to meet the increased costs in certifications, and such. Jon asked the board to accept and approve the annual audit.

Motion made by David Huish to accept the proposal from Brian Richards to continue to do the audit for NATC, second by Brain Gardner, motion passed.

6. Partner Reports:

NAFCA: Jim was not able to attend the recent meeting. Jim read from the minutes. NAFCA discussed the opening up of the state and the reductions on restrictions. Conversations were made from the AZ Fire Chiefs Associations, AZ Fire District Associations, and AZ Center for Fire Service Excellence regarding reinstating in person training. The Annual State Fire School that occurs every year in September, will take-place this year. This state meeting is usually held at the Mesa Convention Center. AFCA and AFDA

are holding its Southwest Desert leadership conference in July at the Glendale Renaissance facility next to the Cardinal Stadium.

NAPA: Nothing to discuss at this time.

Navajo County: Nothing to discuss at this time.

NPC: The DGB approved an In-district tuition rate for the next fiscal year 2021-2022. The In-district rate is a reduction from the state rate. Students that live in Navajo County will receive a cheaper In-district tuition rate of \$65 per credit hour. NPC held interviews for three presidential candidates for the college. DGB took an action to extend an offer. No president has been chosen at this time.

Town of Taylor: Jon has been trying to contact Town of Taylor in hopes of getting any archived files regarding NATC's water lines. Willie will contact Jeremy, from Town of Taylor's water department, to see what he can find out for Jon regarding this subject.

7. Future Agenda Items:

Final drawings from LEA, Phase 1 Project

8. Next Regular NATC Monthly Board Meeting: May 4, 2021 @ 11:00a.m.

9. Adjournment:

Motion made by Brian Gardner to adjourn meeting, second by David Huish, motion passed.

Meeting adjourned at 11:53a.m. Minutes submitted by: Jonelle Sinclair