



NORTHEAST ARIZONA TRAINING CENTER

“Training Emergency Professionals for Public Service”

BOARD OF DIRECTORS MEETING

Tuesday, February 2, 2021

11:00p-1:00p

Board of Directors: Dr. Jessica Clark– NPC (Chair), David Huish, Brian Gardner

Advisory Committee: Bret Starns – Navajo County; Jim Morgan – NAFCA; Lance Spivey – NAPA; Willie Nelson – Town of Taylor

Opening:

1. Call to Order: The NORTHEAST ARIZONA TRAINING CENTER Executive Board Meeting was called to order at 11:01a.m. on February 2, 2021 by Dr. Jessica Clark.

Attendance: Dr. Jessica Clark, Brian Gardner, David Huish, Jon Wisner, Jonelle Sinclair, Donna Soseman, Willie Nelson, Jim Morgan, Jennifer Bishop, Bill Solomon

2. Acceptance of Minutes: Minutes from January 5, 2021.

3. Reports:

a. Financial Reports were presented: Donna reviewed the financial reports. December’s bank statement showed payments were received from White Mountain Apache Tribe, Apache County, and the Town of Payson. December’s Budget vs. Actual showed a late payment was received from SRP. Timber Mesa paid their dues in January. December’s LGIP funds report indicates NATC has a balance of \$79,738.65 in their account.

b. Maintenance Projects: David mentioned maintenance was caught up at this time. Jon mentioned having the baffling replaced soon in the burn tower. Jon made comment that the fire garage roof was leaking. Jon wants to know what options need to be made to get the roof repaired. Insulation was water damaged, along with water settlement in the Northwest corner of the building. Jon will send David a maintenance request for the repair.

c. District Governing Boards Needs: No discussion at this time.

d. Jon reviewed the usage of NATC: In January, usage report showed a limited amount of activity. Trainings were either cancelled or no show from agencies, however there were some hours recorded. TFMFD used the facility three times during the month, with one day being a ten-hour fire academy class. February’s calendar shows that the FRS online class seats are being filled up quickly.

4. Old Business:

a. Brainstorming Future Plans for NATC: Jennifer Bishop submitted a request to Jon regarding a rural funding from the Legislature for \$5 million. Jon mentioned that rural community colleges were being

looked at for the possibility for benefits through the state to fund various programs. Jon provided the remainder of the Master Plan in January as a budget request for funding. Jon feels that if NATC could get some of the funding, then NATC could possibly move forward into Phase 1a or possibly Phase 2 of the Master Plan after completion of Phase 1. Dr. Clark mentioned that Dr. Swarthout is optimistic that the cut would be around \$1.2 to \$1.3 million that would be received from the \$5 million. NPC is putting forward NATC's request as the bulk of the requests coming from NPC. Dr. Clark wants it noted that Jon did put in a budget request for a full-time clerk position. Jon made comment that the position was once full time prior to his employment at NATC. Due to budget cuts, the full-time position was taken away when Stuart left. Jon feels that NATC has a full time need of an assistant, especially with having two classes running constantly, along with additional issues concerning the FRS science classes. Jon requested that the college fund a full-time assistant. Jon feels that the funding coming in from reimbursement from the state, from agencies payments made, could fund the position. Jennifer Bishop and Peggy Belknap are working on the funding for the request made.

b. Capital Improvement Projects: David mentioned putting in his budget for capital improvements' for NATC and spoke with Maderia regarding the budget. David made the comment that Maderia has a different view concerning the capital improvement budget for NATC. Maderia mentioned all capital needs to come out of NATC's budget and not NPC's. David mentioned NATC's capital budget, as of now, has \$30,000 for annual maintenance (which may be taken out), \$15,000 to fix the cracks in the track, \$20,000 for building foundation and installation of the roof kit, \$40,000 for replacement on burn tower tiles. David feels that it is questionable as to whether or not NPC should even participate in the expenses because NPC rents space at NATC for their students, and NATC should take care of their own facility. David also feels that some of the items he includes in his budget will be withdrawn by the administration. David mentioned that the opinion made from NPC, was NATC needs to take on their own responsibilities for NATC's capital projects and maintenance. David questions where to go as far as capital is concerned, based upon discussion with Maderia.

Dr. Clark's recommendation would be that NATC get on the agenda of an executive team for the administration, and have a meeting of discussion with all parties involved. Jon mentioned he has never had a precise explanation of what NPC & NATC is supposed to pay for. David questions the payment method as well. Jon mentioned under the CTE program, NATC provides NPC the location and the equipment (purchased from both NPC & NATC) due of the need to use the equipment for the training of the students. David questioned if NATC student fees cover maintenance from wear and tear on equipment and buildings that need to be maintained or replaced someday. The question at hand is what is the relationship now between NPC and NATC. Jim questions are the revenues generated from the student fees, do they come back strictly to the NATC or to NPC, and does the college get FTSE money as a result of the student enrollments. Dr. Clarks responded that the college does receive the money. Jon would like to see an open dialogue regarding the issue, and address the concern.

Dr. Clark will speak to Dr. Swarthout and Peggy on behalf of NATC to schedule an executive team meeting. Jim questioned Dr. Clark to find out the conditions on how the legislature provided the money to NATC and NPC, as what expectations were to be made concerning the funding.

c. Proposals from LEA and Contractors: David is pleased that NATC has a contract with LEA to move forward with Phase 1. Contracts are reviewed by Dr. Swarthout, Maderia, Dr. Clark, along with two NPC attorney's. By the end of the week, NATC should have a signed contract. Western Technologies soil borings contract has been approved and signed. Donna requested copies of the

signed contracts. Jon will send Donna the contract from Western Technologies, and Dr. Clark will send Donna the contract from LEA.

5. New Business:

a. NATC annual insurance renewal: Jon mentioned NATC is waiting on the renewal. In January, ESIP insurance company provided Jon with a Property/Casualty Renewal Survey to be filled out accordingly and sent back. Jon mentioned contacting ESIP regarding an updated proposal. Jon will email out to the members for review, once received. Jon will move forward on the discussion at next board meeting.

6. Partner Reports:

NAFCA: NAFCA held a meeting on January 21, 2021. COVID is still affecting partners ability to attend even with the meeting being virtual. NAFCA's topics discussed COVID regarding points of distribution such as vaccination, and potential clinics. Distribution was confirmed on Monday. NAFCA will be partnering with Navajo County Health providing point of distribution in Holbrook and Show Low, along with other determined locations. It is grant season for NAFCA. NAFCA will be receiving grants from Homeland Security, Assistant to Fire Fighter, and Fire Prevention that a lot of the agencies will work on for submission within the region to help improve fire and ems service delivery.

NAPA: Jon spoke for NAPA on Lances behalf. Several Agencies are going through accreditation and grant processes which is impacting several agencies due to budget cuts and man power issues. Jon mentioned the NALETA academy started off with 23 recruits on January 25, 2021 becoming the biggest class since the academy started. As of today, the academy is already down six recruits due to physical and unexpected issues. Jon hopes that the rest of the recruits will graduate.

Navajo County: Jon spoke for Navajo County on Bret's behalf. Bret is inquiring if the sheriff's office may want to send someone to replace him on the board. Bret feels that the representation should come directly from the sheriff's office. Jon made inquiries with regards to Bret's recommendation. Navajo County's executive staff is looking into a board member replacement.

NPC: NPC's new CTE Dean position has not been finalized. Dr. Clark will be resigning at the end of the month. Dr. Swarouth will be making a recommendation on February 16, 2021, DGB meeting at 9:00am, via ZOOM. There will be an interim to fill the position until July 1. After July 1, 2021, the new CTE Dean will be serving as the chair of NATC.

Town of Taylor: No discussion at this time.

7. Future Agenda Items:

Discussion from Executive Team Meeting.

New CTE Dean result.

Results from LEA's contract.

Brainstorming Future Plans for NATC.

8. Next Regular NATC Monthly Board Meeting: March 2, 2021 @ 11:00a.m.

9. Adjournment:

Motion made by Dr. Jessica Clark to adjourn meeting, second by Brian Gardner, motion passed.

Meeting adjourned at 11:45p.m. Minutes submitted by: Jonelle Sinclair

APPROVED