



## NORTHEAST ARIZONA TRAINING CENTER

*“Training Emergency Professionals for Public Service”*

### BOARD OF DIRECTORS MEETING

Tuesday, January 5, 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 January 5, 2021 by Dr. Jessica Clark.

**Attendance:** Dr. Jessica Clark, Jon Wisner, Brian Gardner, David Huish, Jonelle Sinclair, Donna Soseman, Lance Spivey, Willie Nelson, Jim Morgan

**2. Acceptance of Minutes:** Minutes from December 1 and December 15, 2020.

#### **3. Reports:**

a. Financial Reports were presented: Donna reviewed the financial reports. Donna stated the bank statement showed several payments made, including a charge of \$36.24 made with possible indications the charge was for deposit slips and not a regular bank charge. Donna mentioned the ending balance on November’s bank statement was \$120,426.24. Donna indicated six agencies have paid their annual dues. Budget vs Actual shows all agencies, except for TMFMD have paid. Donna stated that the AZ Forest Service called to pay their annual dues, by credit card, including filling out a requisition, to release a check to NATC on behalf on NPC, that will be included covering the page invoice sent to NPC during the summer. Dr. Clark questioned Jon regarding if NATC has heard from TMFMD. Jon will follow up with TMFMD regarding payment. Donna mentioned Jon sent Donna a deposit slip showing that the \$75,000 was deposited but will not show on the bank statement for a while. Donna also indicated that the State Funds is showing a balance of \$75,004,808.65. Donna sent a check register out to the members, in reference to what has come in since November 30, 2020. The beginning balance from November 30, 2020 was \$120, 487.26, after deposits were made of \$6,750.00, ended the balance for December 31, 2020 of \$127,176.24.

b. Maintenance Projects: David mentioned maintenance is caught up at this time. David commented that NATC has learned from the original fire tower panel manufacturer that they are no longer going to make the panel. NATC will have to change all of the panels out at the same time. Justin has begun contacting other manufactures to get costs. David will work with Jon regarding putting the costs into a Capital Budget either this coming year or next. Jon mentioned he reached out to Chief Wood regarding other options, such as a bid process, to see what would be the best alternative.

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

d. Jon reviewed the usage of NATC: In December, trainings were either cancelled or no show from agencies, however there were some hours recorded. Also, January has had cancellations, including AZ POST's training, until further notice. Jon feels that only local agencies may be the only ones to utilize the facility for now and not outside agencies, due to the possibility of COVID restrictions. Jon mentioned that the NAVIT class started January 4, 2021, via ZOOM and the NALETA class is scheduled to start January 25, 2021.

#### **4. Old Business:**

a. Brainstorming Future Plans for NATC: Jon commented about an inquiry made from our law enforcement partners, regarding the possibilities of starting a Live Fire Shoot House at NATC. Jon has concern with having a lot of complications concerning insurance issues and other problematic concerns. Jon desires to keep NATC's facility using less lethal simulations type of equipment that NATC has purchased but not yet received, through Capital Budget. Law enforcement agencies will have a committee looking into the Live Fire Shoot House, including a proposal to be made regarding the request. Jon feels that another alternative would be for the shoot house to be built at the Show Low PD range as opposed to NATC. David commented regarding changes may come about as NATC moves forward with the design and construction of the Simulator building and Tiny House project.

b. Capital Improvement Projects: No discussion at this time.

c. Proposals from LEA and Contractors: David questioned Dr. Clark if she had heard back from the attorney concerning the contract with LEA. Dr. Clark answered saying there was feedback from the attorney on the Western Technologies concerning a line that needs to be added into the contract. Jon will reach out to LEA regarding the issue at hand. Dr. Clark reached out to Dr. Swarthout concerning the contract. Dr. Swarthout reviewed the contract. No problems were indicated. Dr. Clark mentioned as soon as NATC gets back the line item requested from the attorney, NATC can sign the contract with Western Technologies. Dr. Clark commented that the specific contract with LEA, went to the attorney on January 5, 2021, and will respond with feedback at the end of the week. Dr. Clark hopes to have the information, concerning the contract, by Friday. Dr. Clark will send the attorney's recommendations out to the board members, upon receipt. Dr. Swarthout will need to review before there are signatures made to the contract. Dr. Clark is hopeful that next week both contracts will be signed and ready to go into effect by next week.

#### **5. New Business:**

a. No discussion at this time due to waiting on contracts to be signed.

#### **6. Partner Reports:**

NAFCA: NAFCA is looking forward to 2021 in hopes of being able to meet in some in person fashion, to reconnect back with partners. All of the White Mountain partners have been busy taking care of wildland issues. NAFCA's last wildland crew was staffed at TSFMD's engine to help with an engine to send out to a wildland. Not returning home until Christmas Eve.

NAPA: No discussion from NAPA at this time. Lance mentioned this may be his last meeting, as NAPA is having elections, and he is being replaced.

Navajo County: No discussion at this time.

NPC: Dr. Clark wanted to make note that there are new board members coming aboard from the DGB elections. NPC is hopeful to have all members sworn in by January 6, 2021. NPC will be holding a DGB meeting on Friday, January 8, 2021 focusing on the approval of NPC's Presidential Profile. NPC will post the profile in order to NPC's national search for NPC's next president, in hopes of the search running until March with holding interviews in April, and having a new president hired by July 1, 2021.

Town of Taylor: No discussion at this time from Town of Taylor. Willie is missing the connection with the regional partners.

#### **7. Future Agenda Items:**

Brainstorming Future Plans for NATC.

NPC will be holding a new CTE Dean introduction in February with the possibilities of a hire for the 2021-2022 academic year.

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

#### **9. Adjournment:**

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

Meeting adjourned at 11:23p.m. Minutes submitted by: Jonelle Sinclair