



## NORTHEAST ARIZONA TRAINING CENTER

*“Training Emergency Professionals for Public Service”*

### BOARD OF DIRECTORS MEETING

Tuesday, September 7, 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 11:01 a.m. on September 7, 2021 by Jeremy Raisor.

**Attendance:** Jeremy Raisor, Brian Gardner, David Huish, Jon Wisner, Jonelle Sinclair, Donna Soseman, Bill Solomon, Robert Martin, Jim Morgan, Willie Nelson.

**2. Acceptance of Minutes:** Minutes from August 3, 2021.

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

a. Financial Reports were presented: Jon reviewed the financial reports on Donna’s behalf. July’s bank statement showed a beginning balance of \$172,492.58 and an ending balance of \$168,302.98. Check processed in the amount of \$4,191.00 to LEA for partial payment for work done on Phase 1 project. Total assets showed a balance of \$1,816,119.61. LGIP account showed an ending balance of \$923,821.71. State LGIP Funds showed an ending balance of \$51,391.49. Jon will forward the bank statement to partners.

b. Maintenance Projects: David mentioned receiving a couple maintenance requests from Jonelle. David forwarded the orders to Justin and Steve.

c. District Governing Boards Needs: No discussion at this time. Jeremy mentioned the DGB will need to see the IGA’s as they come in, signed by partners, and updates to them.

d. Jon reviewed the usage of NATC: No discussion at this time.

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

a. Capital Improvement Projects: David mentioned LEA and Painted Sky Engineering (owner, Doug Brimhall) are working on enlarging the septic system, making it large enough to handle the future additions of the Dirty Classroom and the nine housing units. Doug has been in contact with the state and Navajo County regarding the classification changing of the Tiny Houses’. Navajo County classifies the Tiny Houses as a Two Bedroom House. The county stated that a Two Bedroom House is rated at 350 gallons of affluent every day, therefore, the septic system would have to be large enough to handle the sizeable amounts of affluent, plus the affluent that would be produced from the future Dirty Classroom,

on a daily basis. David reviewed LEA's blueprints of the Simulator Building and Two Bedroom Houses. David commented that instead of enlarging the septic system, the idea for a long-term betterment for the project, would be best to redesign the total septic system (for both the existing and the future) by constructing a common pump (lift pump) well, including a force main, that will push the effluent out to Papermill Road, forcing the effluent to run into the existing sewer tap located on Papermill Road. The main goal is to get rid of the septic system entirely, focusing on everything in the back of the property to be pumped directly to the front. David stated that the well could be tied directly into the existing tap, that has already been fitted for the Dirty Classroom, instead of tapping into the main roads, eight-inch main.

Motion made by David Huish to add additional work to LEA to design the common pump (lift pump) well system and force main, and to have the effluent run into the existing sewer tap located on Papermill Road. In the future, the cost of construction would be included as Phase 1, second by Brian Gardner, motion passed.

Jon will approach LEA on the new design idea and proposal.

b. Annual Audit: Jon reviewed the annual audit. Jon asked the board to accept and approve the annual audit.

Motion made by David Huish to approve the audit as it stands, second by Brian Gardner, motion passed.

## **5. New Business:**

a. National Bank Account: Jon questioned if the recent changes made on partners had been moved forward. David commented that the bank needed a copy of the approved board minutes, showing that Brian and Jeremy were approved from the board to be added as signers to the account, and Peggy and Jessica to be removed. Emailed statements will only be sent to Jeremy from now on, with intentions to forward onto partners, Jon, and Donna. Jon will take the approved minutes to the bank to move forward on the discussed matter.

b. IGA's: Jon questioned if the DGB had any concerns or questions regarding the IGA's. Jon mentioned there are still a few outstanding balances that have not been forwarded to the DGB. Jon additionally questions whether or not if the IGA's needed to be on the agenda since the DGB may have already approved them. Jon mentioned just having the IGA's signed. Jeremy commented that the DGB generally reviews the signed IGA's as they come in. David mentioned that Jon would need to prepare the IGA's and forward them to John (Paul) Hempsey, Assistant to the President. David is uncertain if the IGA's would need to be signed by the board or not. Jeremy feels the IGA's do not need to be signed, but instead be brought to the DGB's attention for acknowledgement and consent.

c. Budget Write-Off's: Jon reviewed the Budget Write-Off's. Jon mentioned San Carlos Game and Fish and Department of Public Safety are in question for a write-off. Donna feels that DPS should not be written off at this time. Donna sent a copy to DPS of last year's invoice with a past due stamp on it, along with this year's invoice. SCG&FD has failed to pay the academy fee for its recruit that graduated in 2019. Jon has reached out to the agency countless times for payment but has not received any response or feedback from anyone. Jon questioned if a motion to waive the \$1500 fee would be feasible. Donna attempted to participate in the meeting but was having microphone issues. Jon spoke on Donna's behalf. Jon mentioned that in recent years, until recently, everyone that served for Apache County was paid out of a fund called the Apache County Rico Fund, including DPS. Jon stated that DPS's captain was unaware of the dues owed. DPS is not financially secured at this time to pay its dues. Instead, DPS will be making an In-Kind donation that will include four to six training vehicles to help reduce the past dues owed. Jon asked the board to accept the In-Kind donation from DPS. David questioned if SCG&FD

needed to make payment before attending the academy. Jon commented that there was no time limit on payment owed and the agency was not billed until after the academy ended. David additionally questions what happens if the agency wants to send another recruit to the academy. Jon commented WMA was unable to become partners again with NATC until the agency paid its past and present dues owed before any participation would take place, SCG&FD will be required to do the same.

Motion made by David Huish to table this item for future discussion, second by Brian Gardner, motion passed.

## **6. Partner Reports:**

NAFCA: NAFCA held a meeting for the first time in a while due to assiduous wildland fire season, along with some COVID-19 impacts. NAFCA received a regional Assistance to Firefighters Grant in the amount of \$1.1 million that will benefit agencies across the White Mountain. The grant will provide new Zoll Heart monitors, and Power Lift Gurney Systems that will prevent back injuries. A Pinetop firefighter tragically lost their two-month old child, and another Pinetop fire fighter has a terminally ill child who has been recently hospitalized. Jim asked to keep the families in our thoughts and prayers.

NAPA: Jon spoke for Robert. The Government Office of Highway Safety's (GOHS) goal is to have a Law Enforcement Phlebotomy class offered at NPC. GOHS has been trying to collaborate with NPC to offer this course since 2019. No action has taken place; however, funding has been set aside to move forward once approved. Jon mentioned the meeting was an emotional one due to watching the video homicide of the late Officer David Kellywood.

Navajo County: Not in attendance.

NPC: Jeremy mentioned NPC held its ground breaking for the new Skills Center, located at the WMC in Show Low. Fall classes have begun for the semester. David mentioned NPC is working with a company called NACOG to develop a Head start Program in Winslow. If the program is successful, the goal would be to extend the program to other locations within the college. On September 28, NPC's board is having a retreat to discuss facilities at all the different locations of the college. CTE programs have been meeting face-to-face since COVID. Jon questioned if there was any action taken on the recent state funding. Jeremy commented that budget got approved when the Legislative meeting was over but he is unaware of NATC's funds being in the budget for approval.

Town of Taylor: No discussion at this time.

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

Proposal from LEA

Update from the Corporation Commission Annual Report

**8. Next Regular NATC Monthly Board Meeting:** October 5, 2021 @ 11:00a.m.

## **9. Adjournment:**

Motion made by Brian Gardner to adjourn meeting, second by Jeremy Raisor, motion passed.

Meeting adjourned at 11:47 p.m. Minutes submitted by: Jonelle Sinclair