



NORTHEAST ARIZONA TRAINING CENTER

“Training Emergency Professionals for Public Service”

BOARD OF DIRECTORS MEETING

Tuesday, October 5, 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 11:03 a.m. on October 5, 2021 by Jon Wisner.

Attendance: Jeremy Raisor, Brian Gardner, David Huish, Jon Wisner, Mary Craig, Donna Soseman, Bill Solomon, Robert Martin, Willie Nelson.

2. Acceptance of Minutes: Minutes from September 7, 2021.

3. Reports:

a. Finance Reports: Have not received September bank statements yet. Will check and make sure they are being sent to the proper email.

b. Maintenance Projects: David reported nothing new at this time; however, we will need to find someone else to level the unit and the current vendor is too busy with new business. Jon reported it has leveled itself. Jon reported there has been significant damage to the track but has not been able to get a bid on this. This will be costly but has to be done as soon as possible since the academy will need it the end of November. David stated that we really need to find the funding to redo the entire track.

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. Jon explained an error was made in submitting these and is currently being corrected for submission.

d. Jon reviewed the usage of NATC: No discussion at this time. Jon reported August, September and October have been very busy.

4. Old Business:

a. Capital Improvement Projects: Jon will get the copy of the design to the Town of Taylor today so we can obtain a permit. David said we need to get with LEA and have them to see about getting a bid package together and get this thing advertised.

b. Jon asked that anyone who has knowledge of grants that might be available to let him know so he can research them and see if we qualify. Jeremy is aware of some grant money but they will not be available much longer. Jon will look into this.

c. Annual Audit: Jon reviewed the annual audit. Jon asked the board to accept and approve the annual audit. David made a motion to approve the audit, second by Brian Gardner. Jon has the invoice for the audit and will get a requisition and submit the bill for payment.

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. David has been to the bank to provide his signature so will take care of that and check to ensure the statements are going to Jeremy.

b. IGA's: This was discussed under to district governing board.

c. Budget Write-Off's: Jon and Donna have not met to discuss the write-offs so it is recommended that it be tabled until next meeting. David moved to table this until next meeting, second by Brian Gardner.

d. AZ Corporation Commission: Jon made the changes so that the Chairman of the Board is Jeremy Raisor, Directors are Brian Gardener and David Huish, and the Officer was Jon Wisner.

Jon requested approval to reimburse himself for the \$10.00 Fee for submission of these changes with the annual report. We are current and in good standing with the AZ Corporation Commission.

6. Partner Reports:

NAFCA: Nothing to report. Not in attendance.

NAPA: Nothing to report. Left early.

Navajo County: Nothing to report.

NPC: Jeremy stated there have been talks about making changes to our operations as far as mask mandates but nothing to report for now. David gave an update on the construction project at WMC and how NPC may be working with NACOG to develop childcare centers, beginning in Winslow.

Town of Taylor: Nothing new at this time.

7. Future Agenda Items:

a. Discussion on the Budget and potential write offs.

b. Discussion on the bid process for Phase 1 of NATC master plan.

c. Update on the status of IGA's with partners.

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

9. Adjournment:

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

Meeting adjourned at 11:38 p.m. Minutes submitted by: Mary Craig

DRAFT