



NORTHEAST ARIZONA TRAINING CENTER

“Training Emergency Professionals for Public Service”

BOARD OF DIRECTORS MEETING

Tuesday, January 4, 2022

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 11:12 a.m. on January 4, 2022 by Jon Wisner.

Attendance: Jeremy Raisor, Brian Gardner, Jon Wisner, Mary Craig, Willie Nelson, David Huish, Alden Whipple, Amber Hill, Bill Solomon

2. Discussion of Approved Minutes: Minutes from December 7, 2021.

3. Reports:

a. Finance Reports: No financial reports were available to were tabled until next month.

b. Maintenance Projects: Nothing to report for December; however the SCC campus offices flooded and are now on the maintenance list of priorities.

c. District Governing Boards Needs: Nothing at this time.

d. Jon reviewed the usage of NATC: Jon reported December was active and we currently have TMFD trainings in January for their new hires. If anyone is interested in seeing the activity, they can log into the calendar on the web site.

4. Old Business:

a. Capital Improvement Projects: Need bids for poring concrete for three containers to place roof system. Only had one. David will send Jon design from SPS who did the same design for White River.

RFQ advertised on public website. We had 5 emails with interest in the RFQ so a pre-bid meeting has been set up for January 5, 2022 in the morning. We are hoping to get bids by the 19th and have the committee in place to review them. It was determined that the contractor will be responsible for the welded brackets. Need to send plans to Arizona Department of Housing because the houses are being built off-site and they fall under manufactured housing.

5. New Business:

a. Bylaws: A discussion was held regarding purchasing. Since ownership is NATC but we are supported by NPC, we should follow their purchasing practices. We need to find where it was addressed in the Bylaws or SOGs and make a correction or addendum to address this. Jon and Jeremy will work on drafting some language to clarify this and then bring to the group for a recommendation.

Amber sent a copy of what the Finance Office used for the auditors.

6. Partner Reports:

NAFCA: Nothing to report.

NAPA: Nothing to report.

Navajo County: Nothing to report

NPC: Nothing to report at this time.

Town of Taylor: Nothing new at this time.

7. Future Agenda Items:

a. Future By-Law changes?

b. Insurance: In the process of doing our annual renewal. Should have something next month to present.

8. Next Regular NATC Monthly Board Meeting: February 1, 2022 @ 11:00a.m. This will be a live meeting held at the NATC.

9. Adjournment:

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

Meeting adjourned at 11:36 AM. Minutes submitted by: Mary Craig