



## NORTHEAST ARIZONA TRAINING CENTER

*“Training Emergency Professionals for Public Service”*

### BOARD OF DIRECTORS MEETING

Tuesday, September 6, 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 11:04 AM on September 6, 2022 by Jon Wisner.

**Attendance:** Brian Gardner, Jon Wisner, Mary Craig, David Huish, Donna Soseman, Jeremy Reiser, Willie Nelson, Alden Whipple

**2. Discussion of Approved Minutes:** Minutes from August 2, 2022 were discussed with no changes.

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

a. Finance Reports: Report provided by Donna Soseman. Beginning Balance in Savings was \$784,174.83 and the ending balance is \$531,826.08, however, outstanding checks bring the LGIP ending balance down to \$443,803.96.

Donna will not be available for next month's meeting but will send the information out for the financials. We can then discuss write-off for our accounts receivable next month after the audit is completed.

Donna is sending invoices out today to our partners. APS and SRP will no longer be included.

b. Maintenance Projects: TAS has updated the wireless. All maintenance needs to go through Justin White now instead of David.

c. District Governing Board's Needs: David will cover Training Center Usage in his report to the board. The board was taken on a tour of the new Skills facility in Show Low. We need to keep the board informed on the progress of the construction at NATC.

d. Jon reviewed the usage of NATC: If anyone is interested in the usage, they can go to the website and look at the calendar for the daily usage. It has been rather busy here the last month and is continuing into August. If you need to schedule anything you can look at the calendar and then contact Mary or Jon to add it to the calendar.

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

a. Discussion/Action on Phase 1 Construction: Progressing well. Tiny homes have electricity and water. We are currently waiting on the metal building for the simulator that should be here by the end of the month. Then the sidewalks to the tiny homes can be poured.

David and Jon met with the contractor last week.

b. Discussion/Action on NATC By-Laws and SOG's: Jon did not get the revised SOG's sent out so discussion was tabled until the October meeting with a motion from Brian and a second from David.

c. Discussion/Action on Annual Audit: The annual Audit has still not been completed but should be available by next month.

d. Discussion/Action on Corporate Commission: Jon submitted a requisition for the cost of updating the Corporation Commission. He also stated that if we decide to replace David on the Board of Directors there is no charge for the change.

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

a. Discussion/Action on 9/11 Tower Climb: Jon has moved forward with a community event for the 9/11 Tower Climb. T-shirts will be available for purchase and pancakes will be provided.

b. Discussion/Action on Tiny Homes Completion: Jon got a bid to do the finishing work that was exorbitant so there was discussion on how to complete the tiny homes. Jeremy will check with Jorge to see if he still has parts that were not picked up.

Jon will get the tiny homes cleaned up and then will meet with David to get a complete list of what still needs to be done.

c. Discussion/Action on Tiny Home Furniture: Jon is getting a bid for the furniture which will be laminated plastic.

d. Discussion on Town of Taylor Usage: Bike competition is this weekend with usage of track for trailers and campers. No facilities will be used.

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

NAFCA: No report.

NAPA: No Report.

Navajo County: The NCSO is looking into getting a new Virtra for NATC as the one they have is outdated, before they move the old one to NATC.

NPC: CTE is developing a Criminal Justice Associate Degree program that will extend the knowledge of our AZ Post Graduates. We are also looking at Sports Medicine, Agricultural, and Behavioral Health

Programs to begin fall 2023. Jon reported that the phlebotomy class has been approved and is set to begin in a month or so.

They are also looking at starting classes for dispatching which will eventually include AJS and FRS training as a NAVIT program.

Town of Taylor: Nothing new.

**7. Future Agenda Items: Audit, SOGs, Tiny Home completion and furniture.**

**8. Next Regular NATC Monthly Board Meeting: October 4, 2022 @ 11:00a.m.**

Donna Soseman will not be able to attend October meeting as she will be at a seminar.

**9. Adjournment:**

Motion made by David Huish to adjourn meeting, seconded by Brian Gardner, motion passed.

Meeting adjourned at 11:56 AM. Minutes submitted by: Mary Craig