



NORTHEAST ARIZONA TRAINING CENTER

“Training Emergency Professionals for Public Service”

BOARD OF DIRECTORS MEETING

Wednesday July 11, 2012

Board of Directors: David Tenney – Navajo County, Chairman; Clay Wood – NAFCA; Dr. Jeanne Swarouth -NPC; Eric Duthie – Town of Taylor, Jerry Van Winkle - NAPA

Opening:

The regular meeting of the NORTHEAST ARIZONA TRAINING CENTER was called to order at 9:20 am on July 11, 2012 in Taylor, Arizona by Jerry VanWinkle.

Attendance: Jerry VanWinkle, Gus Lundberg, Dr. Jeanne Swarouth, Clay Wood, Blaine Hatch, Mary Jane Springer, Sterling Solomon, Stuart Bishop

1. Approval of June 6, 2012 Meeting Minutes: Motion made by Dr. Swarouth to approve the June 6th meeting minutes as presented, second by Mary Jane Springer, motion passed.

2. Financial Update – Gus Lundberg

Budget report -- Gus Lundberg reported there is a \$316,972.61 cash balance available as of 5/31/2012. Gus stated he would be paying some bills based on the construction projects first draw. Motion made by Jerry VanWinkle to accept the financial report as presented, second by Dr. Swarouth, motion passed.

3. Discussion and Possible action on NATC By-Laws – Jerry VanWinkle:

Sterling Solomon presented a “rough draft” that he had worked on with the NPC attorney Don Peters. Sterling stated the biggest obstacle right now is making sure the current loan is paid off to the Town of Taylor. Dr. Swarouth recommended that Sterling and Don get together and draft some type of agreement paperwork that would guarantee the monies to the Town of Taylor.

Discussion was held about how many “voting” Board members there should be as the current “draft” presented by Sterling now has nine. Discussion was held regarding the current 5 member board and if they all wanted to have “voting” rights. Clay Wood stated he felt this Board was more of an Advisory Board and did not want to go to nine members. A poll was taken and Clay Wood, representing NAFCA, stated they would be willing to relinquish their voting rights, Jerry VanWinkle also stated NAPA would be willing to give up their voting rights. Sterling thought

the Town of Taylor would also if a letter is in place to guarantee payment. Mary Jane stated she would discuss this item with David Tenney.

Based on the comments, Sterling recommended that the Board be made up of three NPC voting members. Sterling stated he would work on this with the NPC attorney.

Stuart stressed a sense of urgency to the group based on the fact NPC college classes are starting the first week of August and there are several items needed to be completed before classes start and everything is in a hold pattern due to the lack of a By-Law agreement.

It was decided to hold another NATC E-Board meeting next Monday, July 16th at 9:00 am at NATC to finalize approval of the By-Laws.

5. Discussion/update on Driving Track Maintenance repairs – Gus Lundberg

Gus Lundberg told the Board members that work on resealing the driving track should start sometime around August 7th or 8th.

6. Discussion/update on Garage Repairs – Gus Lundberg

Gus Lundberg advised the Board that the work on moving the garage is coming along well. Gus stated that in a meeting with the Contractor it was discovered there were some extras costs occurred relating to having to add a leech line extension for the septic tank based on Navajo County requirements. The contractor also requested to add a culvert across the building to help eliminate run-off from getting under the building like before, and finally there was a request to add a washer/dryer hookup that was not in the original quote. All together the extra costs amounted to \$1,477.00. A motion was made by Dr. Swarhout to approve the changes, not to exceed \$1,500.00. Clay Wood second, motion carried.

It was also noted that the Town of Taylor waived the permit fees due to NATC being a non profit organization.

7. Training Center update – Stuart Bishop.

Stuart reminded the Board to look at the NATC website to check the calendar for scheduled events (www.natc.info).

8. Partner Reports

A. Navajo County: nothing to report

B. Town of Taylor: nothing to report

C. NPC: nothing to report

D. NAPA: Jerry VanWinkle asked about the upcoming Law Enforcement Academy (NALETA). Stuart advised him as of today there are possibly 22 students confirmed by the various agencies

E. NAFCA: nothing to report

8. Future agenda Items:

Complete By-Laws for the July 16th meeting

9. Next Meeting – July 16, 2012 9:00am @ NATC/ August 1, 2012 9:00am @ NATC

10. Adjournment:

Motion made by Dr. Swarthout, seconded by Clay Wood to adjourn the meeting. Motion passed.

Meeting adjourned at 10:15am

Minutes submitted by: Stuart Bishop

APPROVED