



NORTHEAST ARIZONA TRAINING CENTER

“Training Emergency Professionals for Public Service”

BOARD OF DIRECTORS MEETING

Wednesday September 5, 2012

Board of Directors: David Tenney – Navajo County, Chairman; Clay Wood – NAFCA; Dr. Jeanne Swarthout -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 9:15 am on September 5, 2012 in Taylor, Arizona by Jerry Van Winkle.

Attendance: Eric Duthie, Dr. Jeanne Swarthout, Blaine Hatch, Sterling Solomon, Rich Upham, Jerry Van Winkle, Gus Lundberg, Stuart Bishop

1. Approval of August 1, 2012 Meeting Minutes: Motion made by Eric Duthie to approve the August 1st meeting minutes as presented, second by Rich Upham, motion passed.

2. Financial Update – Gus Lundberg

Budget report – Gus presented financial reports for June and July since he was absent last meeting. Current balance as of July 31st was \$278,297.72. Motion made by Jerry VanWinkle to accept the financial report, second by Rich Upham, motion passed.

Gus also asked approval to continue with CPA firm to complete last years’ audit for the cost of \$1,000.00. Motion made by Rich Upham to approve the audit, second by Jerry Van Winkle, motion passed

3. Discussion and Possible action on NATC By-Laws – Sterling Solomon

Sterling Solomon presented another “draft” that he had worked on with the NPC attorney Don Peters. Items of concern to the E-Board members were the following items:

- Section 5.05: amend wording on “Executive Director” job description

It was decided to have the By-Laws completed and available for the NPC District Governing Board meeting that will be held on September 18th. This requires that the revisions be sent to each E-Board member by this afternoon so it would give everyone seven days to review them as per the NATC By-Laws. It was recommended that a “special” telephonic E-Board meeting would be held on September 14th at 10am to take action on the new by-laws. Dr. Swarthout will

host the telephonic meeting and will send out the contact information to call in. It is imperative that all E-Board members make arrangements to make this meeting. The meeting agenda will include discussion/possible action on: Promissory Note, Deed of Trust, and By-Law changes.

Sterling Solomon stated he would make the changes and get them out to everyone this afternoon to comply with the seven day requirement.

4. Training Center update – Stuart Bishop.

Stuart gave a rundown on the current usage of the facility. There are classes currently being held Monday – Saturday from 7a – 10p on most nights. Stuart also briefed the Board on a possible future expense of putting up some concrete barriers mostly along the west and north side of the driving track for safety reasons. Stuart will provide a more detailed plan within the next couple of months. Driving Track resealing project started today.

8. Partner Reports

A. Navajo County: no one present from Navajo County

B. Town of Taylor: nothing to report

C. NPC: nothing to report

D. NAPA: next NAPA meeting September 20th at St. Johns

E. NAFCA: Rich reported NAFCA is going through leadership changes due to recent developments at SLFD

8. Future agenda Items:

By-Laws

9. Next Meeting – October 3, 2012 9:00am @ NATC

10. Adjournment:

**Motion made by Jerry VanWinkle, seconded by Rich Upham to adjourn the meeting.
Motion passed.**

Meeting adjourned at 9:42am

Minutes submitted by: Stuart Bishop