



# NORTHEAST ARIZONA TRAINING CENTER

*“Training Emergency Professionals for Public Service”*

## BOARD OF DIRECTORS MEETING

Tuesday, October 1, 2013

**Board of Directors:** Blaine Hatch –NPC, Mark Vest – NPC, Peggy Belknap – NPC

**Advisory Committee:** David Tenney – Navajo County; Clay Wood – NAFCA; Clint Burden – Town of Taylor; Larry Parks – NAPA

### **Opening:**

**1. Call to Order:** The NORTHEAST ARIZONA TRAINING CENTER Executive Board Meeting was called to order at 1:07 pm on October 1, 2013 in Taylor, Arizona by Peggy Belknap as Chairman Mark Vest was excused from today’s meeting.

**Attendance:** Peggy Belknap, Blaine Hatch, Mary Jane Springer, Clay Wood, Bill Solomon, Larry Parks, Danneel Elkins and Stuart Bishop.

### **2. Approval of Minutes:**

Motion made by Blaine Hatch to approve the September 3, 2013 Board Meeting Minutes, second by Peggy Belknap, motion passed.

### **3. Financial Update:**

NATC financial reports were presented for review.

Discussion of 2014-2015 User Fees and Budget to be placed on future agendas with a plan to adopt the fees by January 31, 2014, to assist the NATC Users in preparing their budgets.

### **4. Facility Plan:**

Western Technologies took three soil samples at NATC on September 10<sup>th</sup> and are expected to provide a report within the month. The report will provide information based on the most stable part of property to place the new “dirty classroom”, which at this time appears will be located just east of the current garage.

An RFQ for the “dirty classroom” has been prepared and sent to the board members for review. A few minor changes were suggested, one being listing the Executive Director (Stuart Bishop) as contact instead of the Board Chairman. RFQ to be placed on November agenda as an action item pending the NPC Governing Board discussion at the October retreat.

### **5. Training Center Update:**

The Emergency Services Fair held on September 21, 2013 was a success with agency and partnership participation. An estimated 100 community members toured the facilities and watched demonstrations of equipment.

The burn tower was inspected in September with minor repairs/adjustments needed. Most repairs have been completed and the remainder should be able to be completed without contracted help. The tower should be inspected every 3-5 years.

NATC now has a back hoe and fork lift on site for maintenance use. Navajo County has been working on maintenance list provided to them for in-kind services. The facility is looking good!

September was a busy month for the center with AZPOST conducting high risk stops training, Show Low Police Department conducting drivers training, Show Low Fire Department pump testing and NPC holding a leadership lecture.

Spring of 2014 NPC will be offering 9 classes to be held at the NATC with building usage Monday through Saturday with most days being in used from 7:00a.m. – 10:00p.m.

Check calendar at [www.natc.info](http://www.natc.info) for center activity.

## **6. Partner Reports:**

Navajo County – is working on their maintenance list with most items completed. A financial report was presented to the board totaling the value of in-kind services. Roof has been patched, once building is leveled in the fall, Danneel Elkins will contact the county so they can check the work on the roof.

Town of Taylor – no one in attendance at meeting

NPC – had nothing to report.

NAPA – did not have a meeting in September but academy discussion has been placed on the October 10<sup>th</sup> agenda.

NAFCA – had nothing to report.

## **7. Future Agenda Items and Other Items of Business:**

Discussion of 2014/2015 User Fees and Budget to be placed on the November agenda.

Maintenance updates and continuation of “dirty” classroom progression to be placed on future agendas.

**NOTE: Meeting time will now change to 10:00a.m. on the first Tuesday of every month based on the request from one of our partners.**

**8. Adjournment:**

Motion made by Blaine Hatch, second by Peggy Belknap to adjourn the meeting. Motion passed. Meeting adjourned at 1:53pm, Minutes submitted by: Danneel Elkins

APPROVED