



NORTHEAST ARIZONA TRAINING CENTER

“Training Emergency Professionals for Public Service”

BOARD OF DIRECTORS MEETING

Tuesday, February 5, 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; Jerry Van Winkle – NAPA

Opening:

1. Call to Order: The NORTHEAST ARIZONA TRAINING CENTER Executive Board Meeting was called to order at 1:10 pm on February 5, 2013 in Taylor, Arizona by Mark Vest.

Attendance: Mark Vest, Peggy Belknap, Blaine Hatch, Gus Lundberg, Clay Wood, Bill Solomon, Danneel Elkins, Alisa Schiebler, Jerry Van Winkle and Stuart Bishop.

2. Approval of Minutes:

Motion made by Peggy Belknap to approve the January 8, 2013 Board Meeting Minutes, second by Blaine Hatch, motion passed.

3. Role of NATC Advisory Group:

The Board of Directors would like to keep the communication lines open with the advisory group having them give feedback for the NATC. The advisory committee is pleased on the progress of the NATC.

4. Financial Update:

The current financial report was presented for review, NPC is currently in their budget process with a 3 year plan for NATC to be included in the Capital Planning.

Committee reviewed the 990 Tax Form making one change, adjusting Line 23 Colum B on Page 11 to 390,000. NPC Business Office to handle correction with David Tenney signing off on 990 Tax Form.

5. Capitalization Threshold:

Motion made by Blaine Hatch to set capitalization threshold for NATC at \$5000, second by Peggy Belknap, motion passed.

6. Discussion of NATC 2013-2014 Budget:

Operating Budget and Capital Budget were presented for review. Advisory Committee to provide input at April meeting as to where they would like to see Capital Budget funds used.

Discussion on user fees for next year: some agencies have not paid user fees this year, should we drop the user fee for some agencies and charge user fees on a use by use basis. Should we charge user fees versus fees to be paid by agencies to pay off loan? What is a reasonable user fee for agencies? NATC to establish fees for agencies using facilities. Also what is a reasonable fee for NPC to use the facility, how do we go about finding a reasonable commercial rental fee for Taylor Arizona?

7. AZ Corporation Commission Annual Report:

Report was completed by Stuart Bishop, signed off by Mark Vest and sent to the Corporation Commission in January.

8. Update on “Facility Plan” for NATC:

NPC District Governing Board to review Facility Plan during their March meeting. Advisory committee to give input during April NATC Executive Board of Directors Meeting on 4-2-2013. Facility Plan to be placed on April agenda.

9. Training Center Update:

Live Burn1403 Training was held 1-14-2013 with 36 attending, flashover training was held that day with a video taken and placed on YouTube. NATC calendar can be accessed at ww.natc.info for center usage.

The NATC Standard Operating Guidelines have been e-mailed out for review, Stuart Bishop waiting on responses. The SOG to be placed as an action item on the March Agenda.

10. Partner Reports:

Navajo County – had nothing to report.

Town of Taylor – no representation at February 2013 meeting.

NPC – Smart boards are up and being used for instruction. Stuart Bishop anticipates two Firefighter I & II classes to be taught in the Fall semester of 2013 along with the regular scheduled NAVIT classes. Tentative start date for NALETA Class 2 is August 3, 2013.

NAPA – Jerry Van Win reported that Captain Larry Parks will be attending the monthly meeting in the future.

NAFCA – Reported that “Train the Trainer” was fantastic and they are pleased with the direction of the facility.

11. Future Agenda Items:

Note: The action item of the NATC SOG in March and Facility Plan to be placed on the April agenda.

12. Adjournment:

Motion made by Peggy Belknap, second by Blaine Hatch to adjourn the meeting. Motion passed.

Meeting adjourned at 2:43pm

Minutes submitted by: Danneel Elkins

APPROVED