



# NORTHEAST ARIZONA TRAINING CENTER

*“Training Emergency Professionals for Public Service”*

## **BOARD OF DIRECTORS MEETING**

Tuesday, April 2, 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 1:02 pm on April 2, 2013 in Taylor, Arizona by Mark Vest.

**Attendance:** Mark Vest, Peggy Belknap, Blaine Hatch, Clay Wood, Rich Upham, Danneel Elkins, Clint Burden, Hunter Moore and Stuart Bishop.

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

Motion made by Peggy Belknap to approve the March 5, 2013 Board Meeting Minutes, second by Blaine Hatch, motion passed.

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

NATC Cash Balance Report as of 2-28-2013 was presented for review as well as the NATC Revenues and Expenses Budget and Actual Comparison as of 2-28-2013.

Board gave approval for payment of invoices from the following: DeVries CPA's of Arizona, Hancock-Leavitt Insurance and US Postal Services.

Board would like to have the NATC Audit placed on the May agenda as an item of discussion.

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

The facility plan wish list and diagram was introduced to NPC's Governing Board at their March 22, 2013 Board Retreat. Stuart Bishop is scheduled to address the board on April 16, 2013 giving a presentation on the usage of the NATC.

## **5. Rental and User Fees:**

Board would like an operating budget prepared and presented at the May meeting for the 2013/2014 year.

NAPA and NAFCA have been asked to discuss fees they are willing to contribute and present at the May meeting.

Navajo County has been asked to provide a listing of in-kind contributions they are willing to provide to the NATC.

## **6. Training Center Update:**

Board approved contracting Bill Solomon at \$1000.00 per year to maintain building leveling.

## **7. Partner Reports:**

Navajo County – had nothing to report.

Town of Taylor – Gus Lundberg is new town manager (cell – 243-8840 office – 536-7366).

NPC – April 23<sup>rd</sup> NATC will have an accreditation team visiting.

NAPA – had nothing to report.

NAFCA – had nothing to report.

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

Note: Board would like to have the NATC Audit placed on the May agenda as an item of discussion. NPC will present rental fee information at the next meeting as well.

**June and July meetings have been cancelled.**

## **12. Adjournment:**

Motion made by Peggy Belknap, second by Blaine Hatch to adjourn the meeting. Motion passed. Meeting adjourned at 1:57pm, Minutes submitted by: Danneel Elkins