



NORTHEAST ARIZONA TRAINING CENTER

“Training Emergency Professionals for Public Service”

BOARD OF DIRECTORS MEETING

Tuesday, September 3, 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 1:06 pm on September 3, 2013 in Taylor, Arizona by Mark Vest.

Attendance: Mark Vest, Peggy Belknap, Blaine Hatch, Mary Jane Springer, Danneel Elkins, Clint Burden, Larry Parks and Stuart Bishop.

2. Approval of Minutes:

Motion made by Peggy Belknap to approve the August 6, 2013 Board Meeting Minutes, second by Blaine Hatch, motion passed.

3. Financial Update:

NATC financial reports were presented for review.

Nordstrom and Associates completed the NATC audit and a report was provided for review. Motion made by Peggy Belknap to accept the Audit report, second by Blaine Hatch, motion passed. The report will be sent out to the Advisory Committee.

A motion was made by Blaine Hatch to accept the 2012 taxes as complete and up to date, second by Peggy Belknap, motion passed.

4. Facility Plan:

Stuart Bishop reported that Western Technologies was contacted to conduct soil samples of the property and are expected to be on site within the next couple of weeks to begin testing. They stated they would provide a report of their finding once completed. The report will determine the “best” location for the placement of the proposed “dirty classroom” building.

Motion was made by Peggy Belknap for Navajo County to provide sample RFP/RFQ's to Stuart Bishop so he can start to generate proper paperwork and gather information to proceed with construction of the "dirty classroom", second by Blaine Hatch, motion passed.

5. Training Center Update:

Navajo County was provided a list of maintenance services that would benefit the NATC. In August the county sent employees out to inspect the facility. Issues with roof, drainage of parking lots, weed control and misc. repairs in the classrooms were addressed at this meeting.

The county has estimated the roof repairs to be at minimal cost with an estimated 8 year fix.

Navajo County plans to cut drainage lines into parking lots to eliminate standing water.

Navajo County is coordinating with DOC for weed control and landscaping issues and will send a crew to address the minor maintenance repairs in the classroom areas.

Before the reseal of the roof the county requests that the building is leveled, at that time Danneel Elkins will notify them and coordinate a schedule for the reroofing project.

The board has asked Navajo County to provide a financial statement showing repair costs of all maintenance issues addressed and fixed by the county services.

The NATC calendar is booked for the month of September with a burn tower inspection scheduled for September 10, 2013 a Public Safety Fair to be held on the 21st of September and classes and agency trainings running in the day Monday through Friday and evenings on Tuesday, Wednesday and Thursdays for the fall semester.

Check calendar at www.natc.info for center activity.

6. Partner Reports:

Navajo County – providing in kind services as presented under item 5. Navajo County will have representation in attendance at the Public Safety Fair on the 21st.

Town of Taylor – is continuing to work on providing blade services for landscaping.

NPC – Fall classes are full for the FRS Department. NALETA has a tentative start date of January 6, 2014 depending on sponsorship from area agencies.

NAPA – still has commitment to one RTO for the upcoming Academy. DPS will be represented at the Public Safety Fair at the end of the month. Due to training the September NAPA meeting has been canceled.

NAFCA – had no representation due to state fire school.

7. Future Agenda Items and Other Items of Business:

Discussion of 2014/2015 User Fees to be placed on Octobers agenda.

Stuart Bishop to be placed on October agenda providing board with a wrap up of the September 21, 2013 Safety Fair.

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

8. Adjournment:

Motion made by Peggy Belknap, second by Blaine Hatch to adjourn the meeting. Motion passed. Meeting adjourned at 1:59pm, Minutes submitted by: Danneel Elkins

APPROVED