



NORTHEAST ARIZONA TRAINING CENTER

“Training Emergency Professionals for Public Service”

BOARD OF DIRECTORS MEETING

Tuesday, January 7, 2014

Board of Directors: Mark Vest – NPC (Chair), Blaine Hatch –NPC, Peggy Belknap – NPC

Advisory Committee: Mary Jane Springer – Navajo County; Clay Wood – NAFCA; Clint Burden – Town of Taylor; Mark Jackson – NAPA

Opening:

1. Call to Order: The NORTHEAST ARIZONA TRAINING CENTER Executive Board Meeting was called to order at 11:02 am on January 7, 2014 in Taylor, Arizona by Mark Vest.

Attendance: Mark Vest, Peggy Belknap, Blaine Hatch, Mark Jackson (NAPA), Clint Burden (Town of Taylor), Mary Jane Springer (Navajo County), Bill Solomon (NPC), Danneel Elkins and Stuart Bishop. Bud Woodruff from Woodruff Construction was in attendance for the opening of the RFQ's.

2. Approval of Minutes:

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

3. Financial Update:

NATC financial reports were presented for review.

A discussion of 2014/2015 budget and user fees was held. Stuart Bishop will provide marketing tools and a user fee proposal to the board before the February 4, 2014 meeting.

4. Facility Plan:

Navajo County SO is still working on the proposal for an on-site shooting range. NATC's current insurance policy does not cover insurance for a shooting range; if range is approved NATC will need to find a company that will provide a policy.

Submitted RFQ's were opened to begin review process. The following companies provided five RFQ packets:

Modular Solutions LTD – received 1-3-2014 at 1230

Core Construction – received 1-6-2014 at 1300

Building & Engineering Contractors Southwest, Inc. – received 1-6-2014 at 1500

FCI Constructors, Inc. – received 1-7-2014 at 0908

SDB Contracting Services – received 1-7-2014 at 0920

D.W. Lusk Contracting LLC – received 1-7-2014 at 0945

Concord General Contracting – received 1-7-2014 at 0800

Woodruff BWC Construction – received 1-7-2014 at 0830

The eight RFQ's will be reviewed by a selection committee with an anticipated appointment of project to the contractor on January 14, 2014. The five individuals on the selection committee are as follows: Stuart Bishop, Mary Jane Springer, and Clint Burden with the NATC Board selecting a certified general contractor and certified engineer.

5. Training Center Update:

Class 2014-1 started on January 6, 2014 with seven recruits, anticipated graduation is May 6, 2014. Class 2014-1 will run Mondays through Thursdays from 0700-1745.

The fire science program is up and running this semester with NAVIT classes as well as NPC night classes.

State Fire Testing is scheduled for Friday and Saturday 1-10-2014 and 1-11-2014.

The building has a leak in the roof that needs to be repaired. Bill Solomon is working on the leveling of the building.

6. Partner Reports:

Navajo County – Mary Jane reported she will follow up on the roof leak as well as the removal of dirt out by the garage in preparation of leveling the area for building construction.

Town of Taylor – Had nothing to report.

NPC – Looking forward to classes beginning the week of 1-13-2014.

NAPA – Had nothing to report.

NAFCA – No one in attendance at meeting.

7. Future Agenda Items and Other Items of Business:

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

Discussion of on-site shooting range to be placed on the February agenda.

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

NOTE: Meeting time has now changed to 10:00a.m. on the first Tuesday of every month. Next meeting will be held Tuesday, February 4, 2014

8. Adjournment:

Motion made by Peggy Belknap, second by Blaine Hatch to adjourn the meeting. Motion passed. Meeting adjourned at 12:32 am, Minutes submitted by: Danneel Elkins

APPROVED