



# NORTHEAST ARIZONA TRAINING CENTER

*“Training Emergency Professionals for Public Service”*

## BOARD OF DIRECTORS MEETING

Tuesday, September 13, 2016

**Board of Directors:** Mark Vest – NPC (Chair), Peggy Belknap – NPC, David Huish - NPC

**Advisory Committee:** Mary Jane Springer – Navajo County; Rich Upham – NAFCA; Clint Burden – Town of Taylor; Mike Nuttall – NAPA

### **Opening:**

**1. Call to Order:** The NORTHEAST ARIZONA TRAINING CENTER Executive Board Meeting was called to order at 2:30 pm on September 13, 2016 by Mark Vest.

**Attendance:** Mark Vest, David Huish, Mary Jane Springer, Rich Upham, Clint Burden, Bill Solomon and Stuart Bishop.

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

Motion made by David Huish to approve the August 2, 2016 Board Meeting Minutes, second by Mark Vest, motion passed.

### **3. Reports:**

Financial Reports were presented for review.

New Table/Chairs delivered. Fire trucks will be scheduled for inspection.

Center continues to be almost completely booked for the Fall semester, check calendar for usage.

### **4. Old Business:**

Motion was made by David Huish to cancel NATC Insurance with Hancock-Leavitt since NPC is now covering the insurance for both NATC and the Shooting Range through “The Trust” which is the college insurance carrier. Stuart was directed to cancel the current insurance and request a refund, second by Mark Vest, motion passed.

### **5. New Business:**

5a. Motion made by Mark Vest to approve Stuart to complete the Az Corporation Commission paperwork via e-file and for Stuart to sign Marks name as Chairman. Stuart will be reimbursed the \$10.00 ACC filing file which he paid for by his personal credit card. Second by David Huish, motion passed.

5b. Motion made by Mark Vest to approve NATC 2015-2016 audit that was prepared by Brian Richards, second by David Huish, motion passed.

5c. Motion made by Mark Vest to approve payment of \$5,500.00 to Brian Richards for the preparation of the NATC 2015-2016 audit, second by David Huish, motion passed.

5d. Motion was made by Mark Vest to approve 2015 Federal and State Tax forms completed by Brian Richards during the audit and for Mark Vest to sign the Federal form 990, second by David Huish, motion passed.

5e. Discussion was held regarding items for Stuart to present during next week's NPC District Governing Board presentation. Mark and David brought up to highlight partnerships, high usage, law enforcement/fire employment stats, NAVIT, Native American usage and in-kind costs provided by our partners.

5f. Motion was made by David Huish to accept donation of a 2000 Ford Crown Victoria police vehicle from the Eagar Police Department as long as the vehicle was donated or didn't cost more than a one dollar transfer fee. The vehicle would then be titled and insured through NATC, second by Mark Vest, motion passed.

5g. Motion was made by David Huish to look into the possibilities of hosting the placement of a Virtual Training Simulator that would possibly be provided by AZPOST. A letter was going to be submitted by NAPA to see if AZPOST would place a simulator in our area. Several questions remained about ownership, maintenance, contracts and MOU's which Stuart will provide at next meeting or sooner based on AZPOST determination of where to place the units throughout the state, second by Mark Vest, motion passed.

## **6. Partner Reports:**

NAFCA: Nothing to report

NAPA: No one in attendance.

Navajo County: Nothing to report.

NPC: Mark gave an update on student enrollment and the TALON grant.

Town of Taylor: Nothing to report!

## **7. Future Agenda Items:**

Review of Virtual Training Simulator, report on presentation of NPC DGB presentation

## **8. Adjournment:**

Motion made by David Huish, second by Mark Vest to adjourn the meeting, motion passed.

Meeting adjourned at 3:12 pm, Minutes submitted by: Stuart Bishop