



NORTHEAST ARIZONA TRAINING CENTER

“Training Emergency Professionals for Public Service”

BOARD OF DIRECTORS MEETING

Tuesday, April 5, 2016

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

Advisory Committee: Mary Jane Springer – Navajo County; Clay Wood – 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 10:00 am on April 5, 2016 by Mark Vest.

Attendance: Mark Vest, Peggy Belknap, David Huish, James Jayne, Mike Nuttall, Rich Upham Danneel Elkins and Stuart Bishop.

2. Approval of Minutes:

Motion made by David Huish to approve the March 1, 2016 Board Meeting Minutes, second by Peggy Belknap, motion passed.

3. Reports:

Financial Reports were presented for review.

A fire alarm system for NATC has been designed with four bids being returned. Quotes have been sent to the office of Maderia Ellison, once a company is selected the work is estimated to take a week for installation/completion.

Center continues to be booked. Check calendar for usage. Instructors put fire to the new fire behavior chamber in March. Final bill will be submitted for payment. Shooting Range is completed; Navajo County will calendar completion of awning/shade.

4. Old Business:

GADA Loan paperwork has been recorded with Navajo County and filed in the office of NPC Administrative Services.

Motion made by Peggy Belknap to approve donation of surplus NATC property to Puerto Penasco Fire Department, second by David Huish, motion passed.

Motion made by David Huish to approve NATC insurance payment, second by Peggy Belknap, motion passed.

5. New Business:

Motion made by Peggy Belknap to adopt the 2016-2017 budget, second by David Huish, motion passed.

Motion made by Peggy Belknap to change NATC auditor to Brian Richards, second by David Huish, motion passed.

Motion made by David Huish to approve amended NATC By Laws, second by Peggy Belknap, motion passed.

Motion made by David Huish to table action on revision of NATC SOG. Edits to be made and Action on revision of NATC SOG Manual to be placed on May agenda.

Motion made by David Huish approving purchase of treadmill from Wal-Mart grant funding, second by Peggy Belknap, motion passed. Stuart Bishop given permission to use personal credit card for purchase being reimbursed from NATC.

6. Partner Reports:

NAFCA: NAFCA continues to be in full support of the training center. Regional training will be held at NATC this summer (check calendar for usage).

NAPA: AZPOST will be onsite next week for NAPA monthly meeting.

Navajo County: Facility is looking great.

NPC: Summer registration is up and running with Fall registration live the end of April.

Town of Taylor: No one in attendance

7. Future Agenda Items:

Discussion/Action on revision of NATC SOG Manual

Discussion/Action of transfer of utilities to NPC

8. Adjournment:

Motion made by David Huish, second by Peggy Belknap to adjourn the meeting, motion passed. Meeting adjourned at 10:56 am, Minutes submitted by: Danneel Elkins