



# NORTHEAST ARIZONA TRAINING CENTER

*“Training Emergency Professionals for Public Service”*

## BOARD OF DIRECTORS MEETING

Tuesday, November 7, 2017

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

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

### **Opening:**

**1. Call to Order:** The NORTHEAST ARIZONA TRAINING CENTER Executive Board Meeting was called to order at 10:09 am on November 7, 2017 by Mark Vest.

**Attendance:** Mark Vest, Peggy Belknap, Rich Upham, Mary Jane Springer, Willie Nelson, Danneel Elkins and Stuart Bishop.

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

Motion made by Peggy Belknap to approve the October 3, 2017 Minutes, second by Mark Vest, motion passed.

### **3. Reports:**

Financial Reports were presented for review.

David Huish was not in attendance to present Maintenance Project Report. Exterior skirting cover has been added to the classroom building. Classroom 3 has a wasp problem; a service ticket has been submitted to the maintenance department. Navajo County is scheduled to begin painting north exterior side of classroom building on 11-8-2017.

Check calendar for center usage.

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

It is still the intent of NAPA to permanently house the Virtual Training Simulator at the NATC. NATC Board would like to receive a letter stating such intent. Navajo County is currently housing it in Holbrook at a county facility. The simulator is expected to be up and running by Thanksgiving.

Tiny House project is on schedule. Two houses should be completed and on site in the spring of 2018.

Motion made by Peggy Belknap giving permission to Stuart Bishop and Mark Vest to contact Betsy Wilson obtaining information and cost for grant fund research; second by Mark Vest, motion passed. Obtained information will be provided at the December NATC meeting.

Motion made by Peggy Belknap giving David Huish permission to obtain a quote from the architect for design services of addition to dirty classroom; second by Mark Vest, motion passed. Quote to be presented at the December NATC meeting.

## **5. New Business:**

The board would like NATC annual users yearly budget amounts in order to prepare a guideline to follow for setting NATC membership dues. Stuart Bishop and Danneel Elkins to pull information and present at the December NATC meeting.

## **6. Partner Reports:**

NAFCA: Nothing to report.

NAPA: No one in attendance.

Navajo County: Painting of north side of building has been scheduled for 11-8-2017.

NPC: Enrollment was up for Fall 2017 semester with Spring registration open on November 27<sup>th</sup> with veteran registration open on November 20, 2017.

Town of Taylor: Fire Prevention week open house was held at NATC in October, everything went well with a great turn-out!

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

Betsy Wilson to be invited to the December meeting for discussion of grant funding.

Discussion on Written guidelines concerning NATC membership dues.

Discussion of Virtual Training Simulator Building.

Discussion on Tiny House options/costs on NATC property.

Discussion on future capital improvement projects.

## **8. Adjournment:**

Motion made by Peggy Belknap to adjourn meeting, second by Mark Vest, motion passed. Meeting adjourned at 11:07 p.m., Minutes submitted by: Danneel Elkins