



NORTHEAST ARIZONA TRAINING CENTER

“Training Emergency Professionals for Public Service”

BOARD OF DIRECTORS MEETING

Tuesday, January 7, 2020

11:00a-12:30p

Board of Directors: Dr. Jessica Clark– NPC (Chair), Peggy Belknap, David Huish

Advisory Committee: Bret Starns – Navajo County; Jim Morgan – NAFCA; Lance Spivey – NAPA; Willie Nelson – Town of Taylor

Opening:

1. Call to Order: The NORTHEAST ARIZONA TRAINING CENTER Executive Board Meeting was called to order at 11:02a.m. on January 7, 2020 by Dr. Jessica Clark.

Attendance: Dr. Jessica Clark, Peggy Belknap, David Huish, Jon Wisner, Pamela Dominguez, Amber Hill, Robert Johnson, Willie Nelson, Robert Martin

2. Acceptance of Minutes: Minutes from December 3, 2019 were approved by email on December 17, 2019.

3. Reports:

a. Financial Reports were presented: Amber reviewed the financial reports. The third installment from the state appropriations will be coming in at any time. By the next meeting, a statement from the Arizona State LGIB will be presented. Deposit and withdrawal transactions from Arizona State LGIB can only be done on the first of the month.

b. Maintenance Projects: Burn tower doors have not been installed due to scheduling.

c. District Governing Boards Needs: There is no request at this time. Jon will continue to keep an analysis on NATC’s membership dues and in-kind contributions for AJS and FRS.

d. Jon reviewed the usage of NATC through January 2020. Jon reviewed the calendar. Timber Mesa is using NATC due to a more aggressive approach to their training.

e. Tiny House Project-Resident Procedure: Jon is working on a Resident Procedure and will try to have a draft by the February meeting. An account needs to be identified for rent money and a monitor stipend.

4. Old Business:

a. Future capital improvement projects (master plan): Amber will create a five-year comparison of revenues and expenses for NATC.

b. NATC Funding: The third installment from the state appropriations will be coming in at any time.

5. New Business:

a. Architect Bids for Master Plan: Discussion on bids that were received was held. The bids are based on the scope of work that was presented at a pre-bid meeting. It was noted which architect firm had the most experience building public safety facilities. Motion made by David Huish for NATC to contract LEA-Architects to do the master plan for NATC for the basic cost 19,800++ not to exceed reimbursables of \$5,000, second by Peggy Belknap, motion passed. Jon Wisner will be the point of contact.

b. NATC Positions: The Director of Public Safety Education position needs to be changed to a 12-month position due to the increase of facility usage and frequency of police academies. Adding a full-time clerical position to assist the director is also needed.

c. Partner IGAs: Peggy will forward the most current IGAs to Dr. Clark.

d. Usage of Capital Funds and Maintenance budget: David will request the same amounts on his NPC Maintenance 2020/2021 budgets.

6. Partner Reports:

NAFCA: Safety symposium will be held on January 9 at NPC SCC-PAC.

NAPA: NAPA held their elections: Lance Spivey-President, Dan Barnes-Vice President, and Robert Martin-Secretary/Treasurer. NAPA wants to hold Leadership Executive training on the White Mountain.

Navajo County: Not in attendance.

NPC: No new news.

Town of Taylor: No new news.

7. Future Agenda Items:

Account for "dorm" rent and monitor stipend

Future capital improvement projects in March

8. Adjournment:

Motion made by David Huish to adjourn meeting, second by Peggy Belknap, motion passed. Meeting adjourned at 12:45p.m. Minutes submitted by: Pamela Dominguez