



NORTHEAST ARIZONA TRAINING CENTER EXECUTIVE BOARD OF DIRECTORS MEETING

Northland Pioneer College provides, supports and promotes lifelong learning.

Executive Board members: Jeremy Raisor, Justin White, Brian Gardner

<https://npc.webex.com/npc/j.php?MTID=m4cf5c4c41711682e274bc7410ee5266d>

**Tuesday, December 2, 2025 – 1100 A.M.
Minutes**

Attendance: Jeremy Raisor, Brian Gardner, Chad Kreuger, Jonelle Sinclair, Bill Solomon, Donna Soseman (remote), Alden Whipple (remote), Mike Perry (remote)

Call to Order- The NORTHEAST ARIZONA TRAINING CENTER Executive Board Meeting was called to order at 11:07 AM on December 2, 2025 by Chad Kreuger via WebEx and in-person.

1. Discussion of Approved Minutes:

- a. Nov 4, 2025 – Chad Kreuger. Minutes still need approved.

2. Reports:

- a. ***Financial Position / NATC Funding – Donna Soseman.*** Donna reviewed the financial report. Ending October balance showed \$208,129.80. Fees received \$25,000. LGIP statement showed a balance of \$115,448.01. After purchases made to Perkins Aggregates, Inc., the LGIP checking portion is now \$12,372.57. An audit discrepancy between fiscal years, related to administrative expenses, was discussed. Donna will review the audit documentation and provide clarification. NPC leadership is recommending a transition to an external consultant model for NATC financial management. Potential candidates were discussed, and the Board requested resumes and annual cost estimates for comparison. Donna confirmed she will prepare the January financial report to ensure continuity during the transition period.
- b. ***Facilities Projects – Chad Kreuger.*** Additional dirt is required for shooting range berm expansion to meet POST requirements and restore 100-yard capability. Outreach to Perkins Aggregates is pending. Navajo County may be able to provide dirt and equipment support.
- c. ***District Governing Board Needs – Jeremy Raisor.*** No discussion at this time.
- d. ***Training Center Usage (<https://npc.edu/nate>) – Chad Kreuger.*** Facility usage remains steady with multiple agencies utilizing the site. Improved communication with the Town of Taylor regarding facility uses notifications was reported.

3. Old Business:

- a. **Bike Race – Mike Perry (Mountain Bike Association).** Mike Perry (Arizona Cycling Association) provided an overview of the organization and discussed ongoing use of NATC during annual bike race events. Some key concerns were identified as some safety and liability risk due to unauthorized access to restricted areas (burn tower, shooting range, propane props), including some minor property damage observed during prior events. Potential mitigation strategies were discussed such as, expanding camping areas on Brophy property to reduce traffic at NATC, use of on-site security personnel during events, exploration of cost-recovery options to offset security expenses. The Board agreed that active on-site security is likely necessary during future ACA events.
- b. **Finance Position – Jeremy Raisor.** Discussion incorporated into Financial Position report.
- c. **Discussion/Action on shooting range follow up update- Chad Kreuger.** Discussion incorporated into Facilities Projects report.
- d. **Physical Fitness update – Chad Kreuger.** Additional physical fitness/obstacle course structures are required for POST compliance (stairs, window obstacles). Contractor availability remains limited. Temporary or expedited solutions may be required prior to inspection.
- e. **Fire Truck Purchase update– Bill Solomon.** One fire truck delivery is pending. Additional unit availability will be reviewed following delivery and completion of warranty periods
- f. **Tiny Home update – Chad Kreuger.** Limited volunteer availability has delayed progress. Contractor Vince Palozolo provided bids. Approximately \$8,000 to complete the kitchen tiny home. Additional itemized estimates for repairs to other units, including siding, roofing, and structural issues. Structural concerns were noted with the newest unit and were identified as requiring prompt attention.

4. New Business:

- a. No New Business was Presented.

5. Standing Business – Partners reports:

- a. **NAFCA – Willie Nelson.** Not in attendance.
- b. **NAPA – Brad Provost.** Not in attendance.
- c. **Navajo County – Alden Whipple.** Report provided by Alden Whipple regarding berm dirt availability and potential general fund support. Nothing new to report.
- d. **NPC- Jeremy Raisor.** No additional updates
- e. **Town of Taylor – Willie Nelson.** Not in attendance

6. Future Agenda Items – Chad Kreuger

Follow up on:

- Obtain resumes and annual cost proposals from prospective consultants.
- Follow up with NPC leadership regarding LGIP handling and long-term financial structure.
- NATC staff to explore security vendor options and cost estimates.
- ACA to consider internal supervision alternatives and provide feedback.
- Continue outreach for construction assistance and review interim solutions.
- Share bids with Facilities staff for review.
- Determine next steps and funding options.

7. Next Regular NATC Meeting – **Jan 6, 2025 @ 11:00 AM**

***all meetings will be held at NATC, 1840 W. Papermill Rd, Taylor, AZ
at 11:00 AM, unless otherwise noted. Feb 3, March 3**

Adjournment – Chad Kreuger. Chad adjourned this meeting at 12:17 pm.

Minutes by: Jonelle Sinclair

APPROVED