



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

**Monday, May 4, 2026 – 1100 A.M.
Minutes**

Attendance: Jonelle Sinclair, Jeremy Raisor, Bill Solomon, Brian Gardner, Chad Kreuger, Justin White (remote)

Call to Order- The NORTHEAST ARIZONA TRAINING CENTER Executive Board Meeting was called to order at 11:01 AM on May 4, 2026, by Chad Kreuger via WebEx and in-person.

1. Discussion of Approved Minutes:

- a. March 3 & April 7, 2026 – Chad Kreuger. Minutes approved.

2. Reports:

- a. *Financial Position / NATC Funding* – Sarah Burnett. Not in attendance. No financial update was available at the time of the meeting. If Sarah submits information later, Chad will distribute it by email. No board action required.
- b. *Facilities Projects* – Justin White. No new facility updates reported. A new pole has been installed for the gate reader. The Board is awaiting final coordination with Andy to complete installation. Justin noted Andy had been on-site previously; Chad will follow up if needed.
- c. *District Governing Board Needs* – Jeremy Raisor. No new items from the District Governing Board.
- d. *Training Center Usage* (<https://npc.edu/natc>) – Chad Kreuger. Training center usage remains steady for both fire and police programs. No new issues reported.

3. Old Business:

- a. *Discussion/Action on shooting range follow up update-* Chad Kreuger. Chad provided an update on the county's legal documents related to the shooting range. Jeremy reviewed the documents briefly and reported no concerns. Jeremy will complete a full review later in the afternoon and send confirmation to Chad. The goal is to place the item on the May 12 County Board of Supervisors agenda, though timing may be tight. One of the county staff originally involved in the process has since left, which may affect workflow.

- b. *Tiny Home and Repair* – Chad Kreuger. Repairs to Tiny Homes #2, # 3, 4, #5, #6, and the kitchen have been completed by Summit Properties (Mark Keyser). Work was completed satisfactorily and payment has been made. Chad is preparing to purchase additional shelving, a microwave, and an air fryer. Justin clarified that commercial-rated appliances are required due to fire marshal expectations. Justin offered his assistance in locating compliant equipment.
- b. *Releveling Main office* – Chad Kreuger. Releveling work on the main office has been completed and paid. No issues reported.

4. **New Business:**

- a. *Budget* – Chad Kreuger. Chad asked for clarification on the annual budget process. Jeremy confirmed the Board approves a projected budget each year based on expected revenue and expenditure. Chad will coordinate with Sarah Burnett to prepare the FY 2026–2027 budget using prior years as reference. Any known upcoming expenditure should be communicated to Sarah for inclusion.
- b. *Change meeting time for next year* – Chad Kreuger. The Board discussed potential changes to the regular meeting times. Tuesday afternoons were considered but conflict with Justin’s construction meetings. Monday mornings conflict with President’s Cabinet meetings. After discussion, the Board agreed to keep the current meeting schedule unchanged.

5. **Standing Business – Partners reports:**

- a. NAFCA – Willie Nelson. Not in attendance
- b. NAPA – Brad Provost. Not in attendance
- c. Navajo County – Alden Whipple. Not in attendance
- d. NPC – Jeremy Raisor. Academic year is winding down. Graduation is scheduled for the upcoming weekend. Students and faculty are ready for semester completion.
- e. Town of Taylor – Willie Nelson. Not in attendance

6. **Future Agenda Items – Chad Kreuger**

- Bicycle group coordination and security concerns need to be added to the next regular meeting agenda.
- Additional items may be added as needed.

Special Budget Approval Meeting will be held Tuesday June 2, 2026 (Webex or in person). Purpose is to approve the FY 2026-2027 budget. Expected duration: Approximately 10 minutes.

7. **Next Regular NATC Meeting – Aug 4, 2026 @ 11:00**

***all meetings will be held at NATC, 1840 W. Papermill Rd, Taylor, AZ at 11:00 AM, unless otherwise noted. Sept 1, Oct 6**

Adjournment – Chad Kreuger. Chad adjourned this meeting at 11:19 am.

Minutes by: Jonelle Sinclair