



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, October 7, 2025 – 1100 A.M.
AGENDA

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

Call to Order- The NORTHEAST ARIZONA TRAINING CENTER Executive Board Meeting was called to order at 11:04 AM on October 7, 2025 by Chad Kreuger via WebEx and in-person.

1. Discussion of Approved Minutes:

- a. Sept 2, 2025 – Chad Kreuger. No issues on minutes

2. Reports:

- a. *Financial Position / NATC Funding* – Donna Soseman. Donna reviewed the financial reports. Bank balance showed \$159,248.17 as of last statement. No new deposits since last report; additional commitments are pending, which will increase the balance next cycle. Donna noted her accounting role with NATC will transition in January 2026 due to increased workload elsewhere; planning is underway for a replacement process.
- b. *Facilities Projects* – Justin White. The loader, used for the berm and dirt work, was down for over a week; repairs are now complete, and work is scheduled to resume Thursday-Friday. Project costs are estimated at a total of \$40,000. Justin has \$30,000 in his college maintenance budget but prefers to retain part for ongoing facility needs. Additional maintenance needs still underway include: Fire panel and bathroom repairs; Concrete driveway replacement at the main gate (estimated at \$15,000), fence and gate reconstruction for improved safety and aesthetics. Consensus reached to fund berm and block work through the LGIP account (\$115,006.83), and the fluid account (\$27,444), to preserve Justin's maintenance budget for general repairs. Requisitions will be routed to Jonelle once total costs are confirmed. Donna locate prior requisition templates for reference and handle transfers between NATC and college accounts. Continued facility enhancements planned to improve site safety and appearance. Collaboration opportunities with Core Construction's grant writer (Ruby) were discussed to pursue facility and infrastructure grants. Potential grants could support driving track expansion, building additions, and facility upgrades. Chad and Justin will coordinate with Jesse and Core Construction to identify viable grant opportunities. Site maintenance updates include as follows: West

fence line straightened; front fence reconstruction planned to repair damaged sections; Pest control addressed due to rodent issues on-site; concluding the ongoing door installation project remains a priority (coordination continues with Andy before Brivo's December departure).

- b. *District Governing Board Needs* – Jeremy Raisor. Nothing at this time.
- c. *Training Center Usage* (<https://npc.edu/natc>) – Chad Kreuger. Ongoing facility use noted, including external partners and training events hosted at the site. Committee encouraged continued promotion of available training resources listed at npc.edu/natc.

3. Old Business:

- a. *Discussion/Action on shooting range follow up update*- Chad Kreuger. No new progress reported; will continue to monitor and revisit as needed.
- b. *Physical Fitness update* – Chad Kreuger. Discussion postponed pending further facility improvements.
- c. *Fire Truck Purchase update*– Chad Kreuger/Bill Solomon. The DGB granted approval to proceed with the purchase of two fire engines, both for \$220,000 or less. Jeremy stated that Bill had identified a third vehicle, a wildland response pickup, for potential purchase outside the original approval. Purchasing department reviewing whether it qualifies for a separate purchase within board limits. Meeting scheduled with NAVIT to finalize purchase approach and next steps. One truck remains under repair; the second unit will be available in January 2026. Significant price increases in current market conditions was noted. The members expressed support for pursuing the wildland truck purchase if feasible and approved under procurement guidelines.
- d. *Tiny Home update* – Chad Kreuger. Continuation of work on the Tiny Home kitchen installation. Chad reported limited contractor availability; one contract is scheduled to assess feasibility next week. Concerns raised regarding exposed wood due to transport modifications and incoming storm conditions. Potential assistance discussed with Justin White's family members, who have relevant trade experience.

4. New Business:

- a. *Bike Race* – Chad Kreuger. Chad discussed the recent bike race event held annually on the NATC property. Chad raised major concerns on issues with cleanup, facility damage, and unauthorized access to restricted areas. Problems included tire tracks, damage to blocks, trash, dog waste, and unsanitary conditions near portable restrooms. Communication occurred with race coordinator Mike Perry, who initially believed conditions were acceptable but was later shown photo documentation of the damage. Discussion centered on liability concerns, security lapses, and whether the event should continue. Members suggested some recommendations to accommodate the bike race issues for future events. Suggestions included: Event fees to cover onsite staff and security; Develop a formal facility use agreement outlining responsibilities, cleanup, and enforcement; Consider suspending future events if standards are not met; Invite event organizers to the next meeting for further discussion.

5. Standing Business – Partners reports:

- a. NAFC – Willie Nelson. Not in attendance.
- b. NAPA – Brad Provost. Not in attendance.
- c. Navajo County – Alden Whipple. Not in attendance.
- d. NPC – Jeremy Raisor. Reported on coordination efforts with training and facilities; continued focus on program support and scheduling. Justin discussed the Goldwater Building ribbon-cutting was

successfully held with strong attendance from community and industry partners. The project is 96% complete, with final punch list items anticipated to be resolved within two weeks. Facility move-in expected by next week. Expressed appreciation for the ongoing partnership and community support for facility improvements and local engagement.

e. Town of Taylor – Willie Nelson. Not in attendance.

6. Future Agenda Items – Chad Kreuger

Follow-up on:

- Fire truck purchase and funding.
- Tiny Home kitchen completion status.
- Bike race policy and facility use agreement.
- Shooting range project updates.

7. Next Regular NATC Meeting – Nov 4, 2025 @ 11:00 AM

***all meetings will be held at NATC, 1840 W. Papermill Rd, Taylor, AZ
at 11:00 AM, unless otherwise noted. Dec 2, Jan 6**

Adjournment – Chad Kreuger. Chad adjourned this meeting at 12:08 p.m.

Minutes by: Jonelle Sinclair