

UNAPPROVED

**North Regional Advisory Council  
MEETING MINUTES**

**May 15, 2024**

A regular meeting of the North Regional Advisory Council (NRAC) was convened on Wednesday, May 15, 2024. The meeting was held in-person with remote options and pursuant to A.R.S. §38-431.02, notice having been duly given (**Attachment A**). Present and absent were the following members of the North Regional Advisory Council:

**Members Present:**

Chairman, Jim Morgan, Fire Chief, Pinetop Fire District  
Vice-Chairman, Catrina Jenkins, Emergency Manager, Navajo County Emergency Management  
Jim Driscoll, Sheriff, Coconino County Sheriff's Office  
Ezekiel Zesinger, Major, Arizona Department of Public Safety  
Mark Wilson, Proxy for Jerry Bills, Deputy Fire Chief, Flagstaff Fire Department  
Frank Adams, Fire Marshal, Greer Fire District  
Wes Dison, Coconino County Emergency Management Director  
Kym O'Farrell, PHEP Coordinator, Navajo County Emergency Management

**Members Absent:**

Robert Martin, Chief, Snowflake-Taylor Police Department

**Arizona Department of Homeland Security (AZDOHS) Staff Members Present:**

Susan Dzbanko, Deputy Director for Border Security and Grant Administration  
Kim Brooks, Strategic Planner  
Belinda Torres, Strategic Planner

**Public Present:**

Members of the public were present.

REGULAR BUSINESS

**WELCOME AND INTRODUCTIONS**

Chair Jim Morgan called the meeting to order at 10:01 am. It was determined a quorum was present.

**APPROVAL OF MINUTES**

Chair Jim Morgan called for a motion to approve the December 13, 2023 RAC meeting minutes (**Attachment B**) as submitted. A **motion** was made by Jim Driscoll and **seconded** by Kym O'Farrell to approve the minutes as submitted. **The motion passed unanimously.**

GENERAL BUSINESS

**ARIZONA DEPARTMENT OF HOMELAND SECURITY (AZDOHS) UPDATE**

Kim Brooks updated the West RAC on the following (**Attachment C**):

- FY 2024 Grant Application Process
- FY 2024 Federal Budget/State Application

## UNAPPROVED

- FY 2024 National Priorities
- FY 2024 Regional Allocations
- Quarterly Reports
- Training and Exercise Update
- Upcoming Events

### **FFY 2024 STATE HOMELAND SECURITY GRANT PROGRAM (SHSGP) PROJECT REVIEW / RECOMMENDATIONS AND FFY 2022 REALLOCATION RECOMMENDATIONS (Attachment D)**

Kim Brooks provided an overview of FFY 2024 SHSGP Spreadsheet. She discussed the National Priority projects that needed to be funded in order for AZDOHS to meet the mandatory minimum percentages. The North RAC then reviewed each project in order of National Priority, then scoring tool. Members of the public whom submitted projects were called upon to answer questions and provide additional information, if necessary. Projects were recommended for “Full” funding, “Partial” funding or “No” Funding.

Chair Jim Morgan requested a motion to recommend the allocation of \$324,966 of 2024 funding and \$3,319 of 2022 funding as allocated on the spreadsheet. Frank Adams made the **motion** and it was **seconded** by Kym O’Farrell. The **motion passed unanimously (Attachment E)**.

### **ACTIC/TLO UPDATE**

Gabe Saenz with Phoenix Fire shared an ACTIC / TLO update. Information was shared on the facilitation of TLO trainings in Yuma, Sierra Vista and Show Low, the availability of STAMP training, FIT regional training and additional upcoming training offerings throughout Arizona.

### **CALL TO THE PUBLIC**

None

### **NEXT MEETING**

The next meeting will be held August 14, 2024 at 10:00 am at the Navajo County Public Works Department.

### **CALL TO ADJOURN**

Chair Jim Morgan requested a motion to adjourn the meeting. Jim Driscoll **motioned** and Catrina Jenkins **seconded** to adjourn the meeting at 11:52 am. **The motion passed unanimously.**