

**UNAPPROVED**

Arizona Department of Homeland Security  
North Regional Advisory Council  
MEETING MINUTES

December 18, 2024

A regular meeting of the Arizona Department of Homeland Security (AZDOHS) North Regional Advisory Council (NRAC) was convened on Wednesday, December 18, 2024 at 09:00 a.m. The meeting was held virtually. Pursuant to A.R.S. §38-431.02, notice had been duly given (**Attachment A**). Present and absent were the following members of the NRAC:

**Members Present:**

Chair, Jim Morgan, Fire Chief, Pinetop Fire District  
Vice-Chair, Catrina Jenkins, Emergency Manager, Navajo County Emergency Management  
Jim Driscoll, Sheriff, Coconino County Sheriff's Office  
Frank Adams, Chief, Greer Fire Department  
Kym O'Farrell, PHEP Coordinator, Navajo County Emergency Management  
Robert Martin, Chief, Snowflake-Taylor Police Department  
Ezekiel Zesiger, Major, Arizona Department of Public Safety  
Mark Wilson, Deputy Fire Chief, Proxy for Gerald Bills, Flagstaff Fire Department  
Wes Dison, Coconino County Emergency Management Director

**AZDOHS Staff Members Present:**

Kim Brooks, Strategic Planner  
Belinda Torres, Strategic Planner  
Alexis Pagel, Assistant Director of Finance  
Lori Wright, Finance Project Specialist

**REGULAR BUSINESS**

**WELCOME AND INTRODUCTIONS**

Chair Jim Morgan called the meeting to order at 9:04 a.m. It was determined a quorum was present.

**APPROVAL OF MINUTES**

Chair Jim Morgan called for a motion to approve the August 14, 2024 RAC meeting minutes (**Attachment B**) as submitted. A **motion** was made by Robert Martin 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 provided the North RAC members with information on the following (**Attachment C**):

- FFY 2024 Award Notification
- Property Control forms and Grant Close-Outs
- FFY 2025 Grant Application Process and Grant Information Seminars
- Upcoming Events

**TLO UPDATE**

Captain Gabe Saenz from Phoenix Fire Department was unable to attend this meeting.

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### REALLOCATION OF FFY 2022 AND FFY 2023 STATE HOMELAND SECURITY GRANT PROGRAM (SHSGP)

**(Attachment D)** Kim Brooks provided the RAC members with the updated North Regional reallocation of \$12,427 of FFY 2022 funds and \$9,840 of FFY 2023 funds for a total of \$22,267 to be reallocated. The RAC members recommended to allocate funding to the following project:

Apache County Information Technology project Increasing Cyber Security Defense Through Upgraded Network Infrastructure for a total of \$22,267 - \$12,427 of FFY 2022 funds and \$9,840 of FFY 2023 funds for ten switches, four firewalls and a hardware network controller.

Chair Jim Morgan requested a motion to recommend the updated allocation amount of \$22,267 as allocated on the spreadsheet. Frank Higgins made the **motion** and it was **seconded** by Kym O'Farrell. **The motion passed unanimously.**

### CALL TO THE PUBLIC

None.

### NEXT MEETING

The next meeting date was set for Wednesday, April 9, 2025, at 10:00 a.m. in Holbrook, Arizona.

### CALL TO ADJOURN

Chair Jim Morgan **motioned** and Ezekiel Zesinger **seconded** to adjourn the meeting at 9:28 a.m. **The motion passed unanimously.**