



CITY OF SURPRISE
Public Safety Retirement Commission- Police
16000 N. Civic Center Plaza
Surprise, AZ 85374
Thursday, December 19, 2019 @ 10:30 AM
COUNCIL OVERFLOW ROOM

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Public Safety Retirement Commission- Police Agenda

CALL TO THE PUBLIC:

INSTRUCTIONS: In order to address the Board\Commission, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the Secretary before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission only on issues within the jurisdiction of the Board\Commission which are not an item on the agenda. At the conclusion of the open call, the Board\Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

CONSENT AGENDA:

- | | | | |
|----|----------|---|-----------------|
| 1. | Citywide | Discussion and action pertaining to the approval of PSPRS Local Board - Police December 11, 2019 meeting minutes. | Human Resources |
|----|----------|---|-----------------|

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|--|-----------------|
| 2. | Citywide | Discussion regarding the nomination and selection of a Vice Chair. | Human Resources |
| 3. | Citywide | Discussion regarding conflicts of interest. | Human Resources |
| 4. | Citywide | Discussion and review of medical records exempt from public view regarding the application for accidental disability for Richard Yost. | Human Resources |
| 5. | Citywide | Consideration and action pertaining to the accidental disability application for Richard Yost. | Human Resources |
| 6. | Citywide | Consideration and action pertaining to the approval of Kirsten Riege as the PSPRS Local Board Police Secretary. | Human Resources |

- G. Other Business and Future Agenda Items
- H. Executive Session

For information purposes: Upon a public majority vote of a quorum of the Public Safety Personnel Retirement Commission ("Commission"), the Commission may hold an executive session, which will not be open to the public, but for only the following purposes: discussion or consideration of records exempt by law from public inspection (A.R.S. §38-431.03(A)(2)); or discussion or consultation for legal advice with the Commission's attorneys (A.R.S. §38-431.03(A)(3)).

Confidentiality Requirements: Pursuant to A.R.S. §38-431.03(C)(D), any person receiving executive session information pursuant to A.R.S. §38-431.02 shall not disclose that information except to the Attorney General or County Attorney or by agreement of the Commission, or as otherwise ordered by a court of competent jurisdiction.

The Commission may vote to hold an executive session for the purpose of obtaining legal advice from the Commission's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

I. Adjournment

SHERRY ANN AGUILAR, CITY CLERK, MMC

POSTED: December 17, 2019 at 12:22 PM; amended on 12/19/2019 @ 5:17 p.m.

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
Public Safety Retirement Commission- Police

Council Meeting Date: December 19, 2019
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Citywide

Consent: Yes Regular: No Public Hearing: No Report/Discussion: No

Agenda Wording:

Discussion and action pertaining to the approval of PSPRS Local Board - Police December 11, 2019 meeting minutes.

Motion:

I move to accept the PSPRS Local Board - Police December 11, 2019 meeting minutes.

Background:

N/A

Objective Analysis:

N/A

Policy Compliant:

N/A

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

N/A

ATTACHMENTS:

1. Draft December 11, 2019 PSPRS Police Minutes
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PUBLIC SAFETY RETIREMENT SYSTEM
CITY OF SURPRISE LOCAL BOARD – POLICE
DRAFT Minutes, Wednesday, December 11, 2019
16000 North Civic Center Plaza, Surprise, Arizona 85374

The following are the minutes from the PSPRS City of Surprise Local Board – Police Meeting held at 10:30 a.m. Wednesday, December 11, 2019. The meeting was held in City Hall, Council Overflow Conference Room.

A. Call To Order:

Chair Hall called the meeting to order at 10:34 a.m.

B. Roll Call: Skip Hall, Chairperson & Citizen Board Member – Present
Chandler Brown, Citizen Board Member – Present
Jim Conner, Citizen Board Member – Present
Ian Murton, Employee Board Member – Police Dept. – Present
Severin Hall, Employee Board Member- Police Dept. – Present

In attendance: Kirsten Riege, Interim Board Secretary
Carrie O'Brien, Board Attorney

C. Pledge of Allegiance: Completed

D. Current Events Reports: None

E. Staff Reports: None

F. Call to the Public: None

Consent Agenda:

#1. Discussion and action pertaining to approval of PSPRS Local Board - Police November 13, 2019 meeting minutes. - **Approved** as amended.

Motion: Conner
Second: Murton

Opposed: None

Skip Hall - voted yes
Jim Conner- voted yes
Chandler Brown - voted yes
Ian Murton - voted yes
Severin Hall - voted yes

Mr. Murton opened discussion noting errors in the minutes. Mr. Conner's name had been stated as Mr. Cannon on pages 5, 6 and 7. Mrs. Riege noted the corrections and the minutes were approved as amended.

Regular Agenda:

#2. Consideration and action pertaining to a vote to appoint Kirsten Riege as Board Secretary. – **Tabled**

Mr. Severin Hall opened discussion stating that since the Board was still in the process of reviewing bylaws and statues that it might be best to table this until a later date, preferably after the 2020 PSPRS Annual Conference to be held on January 22, 2020. Ms. O'Brien confirmed that the local Fire Board had also tabled this motion until a later date.

Mr. Severin Hall made a motion to table the vote on nominating and confirming Kirsten Riege as the Local Board Secretary.

Motion: Severin Hall
Second: Murton
Opposed: One

Skip Hall - voted yes
Chandler Brown - voted yes
Jim Conner - voted nay
Ian Murton- voted yes
Severin Hall- voted yes

#3. Discussion and review of records exempt from public view regarding Mr. Richard Yost.

Mr. Murton made a motion that the board adjourn to Executive Session to review the confidential medical records exempt from public view.

Motion: Murton
Second: Brown
Opposed: None

Skip Hall - voted yes
Chandler Brown - voted yes
Jim Conner - voted yes
Ian Murton- voted yes
Severin Hall- voted yes

The Board reconvened to regular session at 10:52 am.

Mr. Murton made a motion that the board adjourn to Executive Session to receive legal advice regarding the accidental disability application of Mr. Richard Yost.

Motion: Murton

Second: Severin Hall
Opposed: None

Skip Hall - voted yes
Chandler Brown - voted yes
Jim Conner - voted yes
Ian Murton- voted yes
Severin Hall- voted yes

The Board reconvened to regular session at 11:05 am

#4. Consideration and action pertaining to the Accidental Disability Retirement application and IME summary for Richard Yost – Tabled

Mr. Severin Hall made a motion to table a decision on the application of Richard Yost pending the submission of the psychiatrist's written IME report.

Motion: Severin Hall
Second: Conner
Opposed: None

Skip Hall - voted yes
Chandler Brown - voted yes
Jim Conner - voted yes
Ian Murton- voted yes
Severin Hall- voted yes

#5. Other Business -

Mr. Murton addressed the Board requesting items be added to the agenda for the December 19, 2019 local Police Board meeting. The agenda items are:

- Nomination and selection of a Vice Chair
- Addressing conflicts of interest
- The removal of previous board member Don Jeffrey

Additional items that Mr. Murton referenced are agenda items for the Joint Local Fire and Police Boards meeting to be held at 9:00 am on December 19, 2019. Those agenda items are:

- Review and comparison of State statute and local Board bylaws
- Establishing a vetting system for selecting personnel for the Board Secretary and Legal Counsel positions

Ms. O'Brien stated that she will reach out to PSPRS to ensure the Board is addressing items mentioned in the PSPRS letter to the Board dated November 12, 2019. Ms.

O'Brien will be prepared with recommendations if there are conflicts between State statute and local Board bylaws.

Mr. Conner stated that he had not received a copy of the letter from PSPRS. Mrs. Riege distributed additional copies of the letters to the Board. Some members stated they had received the letter in a digital format. Mrs. Riege will ensure that PSPRS has a current list of Board members.

The Board agreed on a process to add agenda items to upcoming meetings when items are proposed outside of a board meeting. One member may request an agenda item and it can be put on the agenda if a second board member approves the item. The process of having a second signer was agreed upon by all board members.

#6. Adjournment:

Mr. Severin Hall made a motion to adjourn the meeting at 11:11 a.m. – **Approved**

Motion: Severin Hall
Second: Brown
Opposed: None

Skip Hall - voted yes
Jim Conner- voted yes
Chandler Brown - voted yes
Ian Murton- voted yes
Severin Hall - voted yes

Skip Hall, Chairperson

Chandler Brown, Board Member - Citizen

Jim Conner, Board Member -Citizen

Severin Hall, Board Member - Police Dept.

Ian Murton, Board Member - Police Dept.

Kirsten Riege, Interim Board Secretary



CITY OF SURPRISE
Public Safety Retirement Commission- Police

Council Meeting Date: December 19, 2019
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Citywide

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Discussion regarding the nomination and selection of a Vice Chair.

Motion:

I nominate _____ for the Vice Chair position.

Background:

N/A

Objective Analysis:

N/A

Policy Compliant:

N/A

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

N/A

ATTACHMENTS:



CITY OF SURPRISE
Public Safety Retirement Commission- Police

Council Meeting Date: December 19, 2019
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Citywide

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Discussion regarding conflicts of interest.

Motion:

N/A

Background:

N/A

Objective Analysis:

N/A

Policy Compliant:

N/A

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

N/A

ATTACHMENTS:



CITY OF SURPRISE
Public Safety Retirement Commission- Police

Council Meeting Date: December 19, 2019
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Citywide

Consent: No	Regular: Yes	Public Hearing: No	Report/Discussion: No
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Agenda Wording:

Discussion and review of medical records exempt from public view regarding the application for accidental disability for Richard Yost.

Motion:

I move to adjourn to executive session for the review of confidential medical records for the application for accidental disability of Richard Yost.

Background:

N/A

Objective Analysis:

N/A

Policy Compliant:

N/A

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

N/A

ATTACHMENTS:



CITY OF SURPRISE
Public Safety Retirement Commission- Police

Council Meeting Date: December 19, 2019
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Citywide

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action pertaining to the accidental disability application for Richard Yost.

Motion:

I move to approve/disapprove the accidental disability application of Richard Yost.

Background:

N/A

Objective Analysis:

N/A

Policy Compliant:

N/A

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

N/A

ATTACHMENTS:



CITY OF SURPRISE
Public Safety Retirement Commission- Police

Council Meeting Date: December 19, 2019
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Citywide

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action pertaining to the approval of Kirsten Riege as the PSPRS Local Board Police Secretary.

Motion:

I move to approve Kirsten Riege as the PSPRS Local Board Police Secretary.

Background:

N/A

Objective Analysis:

N/A

Policy Compliant:

N/A

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

N/A

ATTACHMENTS:



CITY OF SURPRISE
Public Safety Retirement Commission- Police

Council Meeting Date: December 19, 2019
Submitting Department: Agenda Creation
Staff Recommendations:

Contact Person:
District: Citywide

Consent: No Regular: No Public Hearing: No Report/Discussion: No

Agenda Wording:

Executive Disclaimer (PSPRS)

Motion:

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:
