



CITY OF SURPRISE
Selection Advisory Commission Meeting
16000 N. Civic Center Plaza
Surprise, AZ 85374
Tuesday, January 8, 2019 @ 12:00 PM
COUNCIL OVERFLOW ROOM

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Selection Advisory Commission 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:

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|---|------------|
| 1. | Citywide | Interviews will be conducted for the newly formed Veterans, Disability and Human Services Commission. There are 5 vacancies being considered. | City Clerk |
| 2. | Internal | Consideration and action to approve the Selection Committee Meeting Minutes for October 9, 2018. | None |
| | | | City Clerk |
- G. Other Business and Future Agenda Items
 - H. Executive Session

For information purposes: Upon a public majority vote of a quorum of the 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. §38-401.03 (A)(2)); or
- discussion or consultation for legal advice with the city'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: January 7, 2019 at 8:50 AM

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 Selection Advisory Commission Meeting

Council Meeting Date: January 8, 2019
Submitting Department: City Clerk
Staff Recommendations:

Contact Person:
District: Citywide

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

Agenda Wording:

Interviews will be conducted for the newly formed Veterans, Disability and Human Services Commission. There are 5 vacancies being considered.

Motion:

Interviews will be conducted for the newly formed Veterans, Disability and Human Services Commission. There are 5 vacancies being considered. No action, only recommendations will be made to the City Council for approval.

Background:

Objective Analysis:

Policy Compliant:

This process follows City Code relating to selection of City Boards and Commission members.

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. SAC INTERVIEWS 01082019
 2. Sec 2 296 Replacement Process
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**SELECTION COMMITTEE
BOARDS & COMMISSIONS
INTERVIEW SCHEDULE**

TUESDAY, JANUARY 8, 2019 - STARTING AT NOON

- **VETERAN'S, DISABILITY AND HUMAN SERVICES COMMISSION - 5 Vacancies**

BOARD/COMMISSION:	NAME:	TIME:
Veteran's Commission	Harry Louis Rodriguez	Noon
VDHSC	Chandler Brown	12:15 p.m.
VDHSC	Tyler Stafford	12:30 p.m.
VDHSC	Benito Garcia	12:45 p.m.
VDHSC	Shawna Daigle	1:00 p.m.
VDHSC	Tom Short	1:15 p.m.
VDHSC	Karissa Perry	1:30 p.m.
VDHSC		1:45 p.m.
	Jean Brillhart	2:00 p.m.
VDHSC	Carol Kozma	2:15 p.m.
VDHSC	Cheryl Packham	2:30 p.m.
VDHSC	Susan deJong	2:45 p.m.
VDHSC	Steffan Hanzel	3:00 p.m.
VDHSC	Andrew Witzel	3:15 p.m.
VDHSC	Dennis Bash	3:30 p.m.

- **Sec. 2-296. - Member selection and replacement process.**
- [SHARE LINK TO SECTION PRINT SECTION DOWNLOAD \(DOCX\) OF SECTIONS EMAIL SECTION COMPARE VERSIONS](#)

The following process will apply to all openings or vacancies for appointment to a public body, unless otherwise indicated in the ordinance or resolution creating the body:

Application process.

Upon notice of a vacancy, the city clerk will promptly notify the nominations committee chair, and post all vacancies on the city website. Vacancies will also be posted at all designated posting locations, no later than three business days after a vacancy is created and continue such posting until the position is filled.

The city clerk will maintain and distribute applications to all persons interested in being a member of a public body.

All persons, including current members seeking reappointment, interested in becoming a member of a public body must submit an application to the city clerk's office. Only applications received by the city clerk's office may be considered for body vacancies. Members with expiring terms who submit a timely application will automatically be nominated for reappointment unless the nominations committee decides to open the reappointment process to competition. Notice of the nomination committee's decision will be provided to the member no less than ten business days after referral by the city clerk. The committee's decision is final and may be with or without cause.

All applications will be accepted on an open rolling basis and will be maintained as an active application for four years.

Boards and commissions nominations committee.

The mayor will designate one city council member to serve as the chair of the nominations committee, who will serve on an ongoing basis until such time as the mayor makes a new designation.

The chair will select two additional city council members to serve on the nominations committee. At the discretion of the chair, the chair or designee of the respective public body may also serve on the nominations committee.

The nominations committee will interview all qualified applicants. All applicants will be asked the same questions in order to ensure that a fair assessment can be made of each applicant; however, additional questions may be asked for purposes of clarification after the standard questions have been asked.

The committee will submit the names of qualified applicants selected for nomination to a public body to the city clerk on an agenda action form. The committee, in its sole discretion, may submit the name of a qualified applicant who has completed the application process through interview, for any subsequent vacancy occurring within ninety days of the applicant's interview. In the event the committee exercises this discretion, the application process set forth in this section is waived.

The committee shall investigate and resolve, short of removal, any allegation of nonfeasance or malfeasance against a public body member. In the event the committee is unable to satisfactorily resolve the matter, or because of the severity of the substantiated conduct, the committee concludes removal is appropriate, the committee shall submit a report including findings and conclusions and a recommendation to city council for consideration and action. In administering this provision, the committee's actions should be progressive, from least punitive to the most punitive measure.

Appointment.

The city clerk will place the nomination for appointment on the agenda for the next available regular city council meeting and provide the nominees with the date, time, location and any other appropriate information regarding the city council meeting at which their possible appointment will be discussed.

Appointment of any nominee requires an affirmative vote by a majority of city council in attendance at a properly noticed city council meeting.

The city clerk will swear in all newly appointed members prior to acting in the capacity as a body member.

(Ord. No. 2014-14, § 5(Exh. A), 11-23-2014; Ord. No. 2018-11, § 1, 8-7-18)



CITY OF SURPRISE
Selection Advisory Commission Meeting

Council Meeting Date: January 8, 2019
Submitting Department: City Clerk
Staff Recommendations: None

Contact Person:
District: Internal

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

Agenda Wording:

Consideration and action to approve the Selection Committee Meeting Minutes for October 9, 2018.

Motion:

I move to approve the Selection Committee Meeting Minutes for October 9, 2018.

Background:

Objective Analysis:

N/A

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. Selection Committee Meeting Minutes - October 9 2018
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CITY OF SURPRISE
Selection Committee Meeting
16000 North Civic Center Plaza
Surprise, AZ 85374

October 9, 2018 at 1:00 PM

Call to Order

Roll Call

Vice Mayor (Chair) Remley called the **Selection Committee Meeting** to order at 1:00 PM at Surprise City Hall, Council Overflow Room, 16000 North Civic Center Plaza Surprise, Arizona 85374, on October 9, 2018. Also in attendance with Chair Remley were Council Members (Committee Members) Duffy and Winters.

Staff Present: Community Development Director, Eric Fitzer; Planning and Zoning Commission Chair, Matthew Keating and Deputy City Clerk, Linda Stevens.

The Selection Committee Members interviewed the following applicants:

Randall Kidd
Scott Kraus
Doc Sullivan
Kimberly Jordan
Preston Gardner
Dave Sanders
Tim Jarrell
Glenn Bober

Chair Remley and Committee Members Winters and Duffy discussed and agreed upon the following:

- **Scott Kraus**

Adjournment:

Chair Remley adjourned the Selection Committee Meeting of October 9, 2018 at 3:20 PM.

Chair Remley