CITY OF SURPRISE
PSPRS Joint Board Position Process Subcommittee
16000 N. Civic Center Plaza
Surprise, AZ 85374
Wednesday, March 11, 2020 @ 11:00 AM
COUNCIL OVERFLOW ROOM

A. Call To Order
B. Roll Call
C. Pledge of Allegiance
D. Current Events and Reports
E. Staff Reports
F. PSPRS Joint Board Position Process Subcommittee 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.	Internal	Considerations and Actions pertaining to the review and approval of the February 25, 2020 Meeting Minutes	Human Resources

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

2.	Internal	Discussion and Recommendation pertaining to the selection process of legal services currently being provided by Carrie O'Brien to the Local PSPRS Boards	Human Resources
3.	Internal	Discussion and Recommendation pertaining the the Board Secretary position	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:Friday, March 6, 2020 @ 11:58 a.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
PSPRS Joint Board Position Process Subcommittee

Council Meeting Date: March 11, 2020
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Internal

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

Agenda Wording:
Considerations and Actions pertaining to the review and approval of the February 25, 2020 Meeting Minutes

Motion:
I move to approve the February 25, 2020 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. Joint Sub-Committee 2-25-2020 Minutes-DRAFT

PUBLIC SAFETY RETIREMENT SYSTEM
PSPRS Joint Board Position Process Subcommittee
DRAFT-Minutes, Wednesday, February 25, 2020
16000 North Civic Center Plaza, Surprise, Arizona 85374

The following are the minutes from the PSPRS Joint Board Position Process Subcommittee Meeting held at 12:00 am. Wednesday, February 25, 2020. The meeting was held in City Hall, Council Overflow Room.

Call to Order:

Meeting was called to order at 8:59 am.

A. Roll Call: Ian Murton, Police Dept. – Present
Chandler Brown, Citizen Board Member – Present
Christopher Preest, Fire Dept. – Present

B. In attendance: Lisa Angelini, Human Resources
Vicki Moss, Human Resources
Carrie O'Brien, Board Attorney-via phone

C. Pledge of Allegiance: Completed

D. Current Events Reports: None

E. Staff Reports: None

F. Call to the Public: None

Consent Agenda:

1. Approval of the February 12, 2020 PSPRS Joint Board Position Process Subcommittee Minutes.

   Motion: Chandler Brown
   Second: Chris Preest
   Opposed: None
   APPROVED

Regular Agenda:

2. Procurement process overview

   Eric Boyles from procurement discussed with the board the Procurement Process for obtaining legal representation.

DRAFT

Lisa Angelini provided the board actual cost for legal services over the past several years

Action:
Eric Boyles will request contracts from other cities and provide to Vicki Moss for distribution to the board

Board will meet again on March 11, 2020 following the regularly scheduled PSPRS Board meeting.

3. Discussion of JIMS request

Board reviewed and discussed packet of information on other cities and who holds the Board Secretary position. Job descriptions were provided as well.

Board reviewed and discussed packet of information on Board procedures from other cities. Board will continue to review outside of this meeting.

Board agreed to meet with new Sr. Analyst, Leaves & ADA at the next meeting.

Board agreed that who-ever was appointed into the Board Secretary position would attend trainings offered through PSPRS on an ongoing basis.

Action:
Board made a motion to provide a status update to the Joint PSPRS Fire and Police Board meeting scheduled for March 11, 2020.

Motion:	Chris Preest
Second:	Ian Murton
Opposed:	None
	Approved

Adjournment:

Motion to adjourn the PSPRS Joint Board Position Process Subcommittee at 10:35 am.

Motion:	Chandler Brown
Second:	Chris Preest
Opposed:	None
	Approved

_____
Chandler Brown, Citizen Member

_____
Christopher Preest, Fire Dept.

_____
Ian Murton, Police Dept.

ATTEST:

_____
Vicki L Moss, Human Resources

CERTIFICATION:

I, Vicki L Moss, Human Resources Manager for the City of Surprise, Maricopa County, Arizona, do hereby verify that these are true and correct minutes of the PSPRS Joint Board Position Process Subcommittee Meeting of **Wednesday, February 25, 2020**.

_____
Vicki Moss, Human Resources

CITY OF SURPRISE
PSPRS Joint Board Position Process Subcommittee

Council Meeting Date: March 11, 2020
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Internal

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

Agenda Wording:
Discussion and Recommendation pertaining to the selection process of legal services currently being provided by Carrie O'Brien to the Local PSPRS Boards

Motion:
Motion to provide an update to the Joint and individual Fire and Police board with recommendations pertaining to the selection process of legal services currently being provided by Carrie O'Brien to the Local PSPRS Boards

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
PSPRS Joint Board Position Process Subcommittee

Council Meeting Date: March 11, 2020
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Internal

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

Agenda Wording:
Discussion and Recommendation pertaining the the Board Secretary position

Motion:
Motion to provide an update to the Joint and individual Fire and Police board with recommendations pertaining to the Board Secretary 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: