



CITY OF SURPRISE
Public Safety Personnel Retirement System Meeting - Fire
16000 N. Civic Center Plaza
Surprise, AZ 85374
Wednesday, June 9, 2021 @ 9:30 AM
COUNCIL CHAMBERS

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Public Safety Retirement Commission- Fire 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 action pertaining to the review and approval of the May 12, 2021 Public Safety Retirement Commission – Fire Meeting Minutes | Human Resources |
|----|----------|--|-----------------|

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|--|-----------------|
| 2. | Internal | Review and possible discussion of FY 2020--2021 legal counsel fees | Human Resources |
| 3. | Internal | Update regarding the internal process for Phoenix Fire Department Health Center in distributing new hire physical exam results | Human Resources |
| 4. | Internal | Considerations and possible action for the acceptance of the revised Public Comment Form as recommended by the Board Secretary | Human Resources |
| 5. | Internal | Discussion and possible action regarding the management of Firefighter Alberto Ramirez' pre-membership physical and acceptance into PSPRS as delineated in the Fire Board's bylaws and pursuant to A.R.S. § 38-859 | 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: June 3, 2021 at 9:12 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
Public Safety Personnel Retirement System
Meeting - Fire

Council Meeting Date: June 9, 2021
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Internal

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

Considerations and action pertaining to the review and approval of the May 12, 2021 Public Safety Retirement Commission – Fire Meeting Minutes

Motion:

I make a motion to approve the May 12, 2021 Public Safety Retirement Commission – Fire Meeting Minutes

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. Fire DRAFT Minutes 5.12
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**PUBLIC SAFETY RETIREMENT SYSTEM
CITY OF SURPRISE LOCAL BOARD – FIRE**
Minutes, Wednesday, May 12, 2021
16000 N. Civic Center Plaza, Surprise, Arizona 85374

The following are the minutes from the Public Safety Retirement Commission – Fire Board Meeting held at 9:15 a.m. Wednesday, May 12, 2021. The meeting was held in City Hall, Council Chambers.

A. Call To Order

Chair Hall called meeting to order at 9:15 a.m.

B. Roll Call: Skip Hall, Chairperson – Present
Chandler Brown, Citizen Board Member – Present
James Conner, Citizen Board Member – Present
Christopher Preest, Fire Member – Present
Ricardo Valdez, Fire Member – Present

In attendance: Cynthia Kelley, Board Attorney
Ariana Reyna, PSPRS Board Secretary

C. Pledge of Allegiance –Completed

D. Current Events Reports - None

E. Staff Reports

F. Call to the Public – None

Consent Agenda:

- 1. Considerations and action pertaining to the review and approval of the April 21, 2021 Public Safety Retirement Commission - Fire Board meeting minutes – APPROVED**

Motion to Approve: Chandler Brown

Second: Christopher Preest

Opposed: None

Regular Agenda:

- 2. Review and discussion of FY 2020 – 2021 legal counsel fees – INFORMATION ONLY**

Ariana Reyna stated that the fees from the April meeting will be included in the

following meeting (June) as these were received after this statement was printed. The Board acknowledged that they are well under budget for legal counsel fees.

3. Discussion and possible action regarding the management of a member's Pre-Membership Physical as delineated in the Fire Board's bylaws specifically section D.3 & D.4 - TABLED

Ariana Reyna stated that this item was previously discussed during the April 21st meeting. A current deficiency in the processing of pre-membership physicals was identified. After doing thorough research, she learned that the 3-page summary that the Fire Board currently receives is the entire packet that the member, Fire Administration, and the City's Human Resources Department is privy to. Phoenix Fire Health did confirm that the physical is composed of a 20-25 page document and that going forward they would work through a process to start issuing a copy to the member for reference.

Christopher Preest addressed the Board and stated that the 3-page summary document should suffice for the Board's purpose but that each member should be able to receive the entire 20+ page physical. He stated that his concern is that members were not given the 3 page summary prior to the meeting. For members with a pre-existing condition, they should be given 30 days to respond to the Board on their status before being voted in to PSPRS. Chandler Brown stated that if needed, the Board should have access to the 20+ page document in case a particular matter needed further revision.

Christopher Preest requested to go into Executive Session to discuss the most recent member who got accepted into PSPRS as he was not issued his 3-page summary prior to the Board's meeting. Cynthia Kelley stated that the Board could go into Executive Session to speak about general matters or about the procedure but any specific matters about an individual need to be on the agenda in order to discuss.

G. Other Business and Future Agenda Items –

Christopher Preest requested talk about the Fire member accepted into PSPRS during the April 21, 2021 meeting and obtain legal counsel in regards to the management of a member's pre-membership physical process as delineated in bylaws.

Fire Board Member Rick Valdez would like to review and update current Call to the Public/Comment Form since it was last revised on November, 2008.



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CITY OF SURPRISE LOCAL BOARD – FIRE**
Minutes, Wednesday, May 12, 2021
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H. Executive Session – None

I. Adjournment

Motion to adjourn at 9:24 a.m. – **APPROVED**

Motion: Chandler Brown

Second: Christopher Preest

Opposed: None

Meeting Minutes Approval:

Skip Hall, Chair
Public Safety Retirement Commission – Fire

CERTIFICATION:

I, Ariana Reyna, Board Secretary and HR Business Partner for the City of Surprise, Maricopa County, Arizona, do hereby verify that these are true and correct minutes of the Public Safety Retirement Commission – Fire Meeting of **Wednesday, May 12, 2021.**

Ariana Reyna, Board Secretary
Public Safety Retirement Commission – Fire



CITY OF SURPRISE
Public Safety Personnel Retirement System
Meeting - Fire

Council Meeting Date: June 9, 2021
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Internal

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

Agenda Wording:

Review and possible discussion of FY 2020--2021 legal counsel fees

Motion:

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



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Council Meeting Date: June 9, 2021
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Contact Person:
District: Internal

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

Agenda Wording:

Update regarding the internal process for Phoenix Fire Department Health Center in distributing new hire physical exam results

Motion:

Background:

Follow up agenda item from the May 12th Fire Board Meeting. Representative from Phoenix Fire Department Health Center confirmed that going forward, the center is able to provide copies of the entire pre-membership physical exam results to new hires so they may retain a copy of this during the course of their career. They can receive results either by picking these up directly from the facility or these will be sent via USPS mailing service. Members will need to convey their preference directly to the center.

The PSPRS Board will continue to review the 3-page summary to make a determination on the acceptance of members into the PSPRS system.

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



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Contact Person:
District: Internal

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

Agenda Wording:

Considerations and possible action for the acceptance of the revised Public Comment Form as recommended by the Board Secretary

Motion:

If approved:

I make a motion to approve the revised Public Comment Form WITH_____ (description of changes) or WITHOUT _____ changes and ask the Board Secretary to implement new form effective immediately.

If denied:

I make a motion to TABLE this item until the following Board Meeting pending evaluation of changes to the form as discussed by the Board and instructed to the Board Secretary.

Background:

This was placed as a future agenda item by Fire Board Member Rick Valdez during the May 12th Board Meeting. Attached is a DRAFT version of the revised Public Comment Form for the Board's consideration and possible acceptance for immediate implementation.

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



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Agenda Wording:

Discussion and possible action regarding the management of Firefighter Alberto Ramirez' pre-membership physical and acceptance into PSPRS as delineated in the Fire Board's bylaws and pursuant to A.R.S. § 38-859

Motion:

Background:

This was placed as a future agenda item by Fire Board Member Chris Preest during the May 12th Board Meeting

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:
