



CITY OF SURPRISE
Public Safety Personnel Retirement System Meeting - Police
16000 N. Civic Center Plaza
Surprise, AZ 85374
Wednesday, December 15, 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- 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. | Internal | Considerations and action pertaining to the review and approval of the November 10, 2021 Public Safety Retirement Commission – Police Meeting Minutes | Human Resources |
| 2. | Internal | Considerations and action pertaining to the review and approval of the November 10, 2021 Public Safety Retirement Commission – Police Executive Session Meeting Minutes | Human Resources |

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|---|-----------------|
| 3. | Internal | Consideration and possible action pertaining to the review of medical examination and the acceptance of Police Officer Kyle P. Peterson into the PSPRS system pursuant to A.R.S. § 38-859. | Human Resources |
| 4. | Internal | Discussion and possible action to enter Executive Session and review the Independent Medical Exam report and medical records exempt from public inspection regarding the temporary disability application for Police Officer Jonathan W. Huston | Human Resources |
| 5. | Internal | Consideration and possible action pertaining to the acknowledgement of the end of the DROP period for Police Officer Michel J. Forbrook who will separate employment effective 12/12/2021. | Human Resources |

- 6. Internal Consideration and possible action pertaining to the acknowledgement of the end of the DROP period for Police Sergeant Greg L. Welch who will separate employment effective 01/03/2022. 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 10, 2021 at 1:40 PM

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 - Police

Council Meeting Date: December 15, 2021
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Internal

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

Agenda Wording:

Considerations and action pertaining to the review and approval of the November 10, 2021 Public Safety Retirement Commission – Police Meeting Minutes

Motion:

I motion to approve the November 10, 2021 Public Safety Retirement Commission – Police Meeting Minutes

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. PSPRS Police Minutes DRAFT 11.10.2021
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**PUBLIC SAFETY RETIREMENT SYSTEM
CITY OF SURPRISE LOCAL BOARD – POLICE**
Minutes, Wednesday, November 10, 2021
16000 N. Civic Center Plaza, Surprise, Arizona 85374

The following are the minutes from the City of Surprise Public Safety Retirement Commission – Police meeting held at 10:00 a.m. Wednesday, November 10, 2021. The meeting was held in City Hall, Council Chambers.

A. Call To Order

Chair Hall called the meeting to order at 10:00 a.m.

B. Roll Call: Skip Hall, Chair – Present
Chandler Brown, Citizen Board Member – Present
James Conner, Citizen Board Member – Absent
Severin Hall, Police Department – Present
Ian Murton, Police Department – Present

In attendance: Cynthia Kelley, Board Attorney (*telephonically*)
Ariana Reyna, PSPRS Board Secretary
Michelle Reardon, Sr. Human Resources Specialist

C. Pledge of Allegiance – Completed

D. Current Events Reports - None

E. Staff Reports – FY 22 legal counsel fee reports.

F. Call to the Public – None

Consent Agenda:

- 1. Considerations and action pertaining to the review and approval of the October 13, 2021 Public Safety Retirement Commission – Police Meeting Minutes – APPROVED**

Motion to Approve: Ian Murton
Second: Chandler Brown
Opposed: None

- 2. Considerations and action pertaining to the review and approval of the October 13, 2021 Public Safety Retirement Commission – Police Executive Session Meeting Minutes – APPROVED**

Motion to Approve: Ian Murton
Second: Chandler Brown



**PUBLIC SAFETY RETIREMENT SYSTEM
CITY OF SURPRISE LOCAL BOARD – POLICE**
Minutes, Wednesday, November 10, 2021
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Opposed: None

Regular Agenda:

- 3. Consideration and possible action pertaining to the enrollment of Police Officer Christopher E. Tovar into the Deferred Retirement Option Plan (DROP) effective 10/31/2021– APPROVED**

The Board Secretary indicated that Police Officer Tovar filled out a DROP application and submitted all documentation as required by PSPRS. As of 10/31/2021, Officer Tovar is eligible to enter the DROP with an accumulated 26.421 years of service: 20.082 years with the City of Surprise and 6.339 years with MCSO. He has designated a 60-month period to participate in DROP, which establishes his separation date from employment on or before 10/31/2026.

Motion to Approve: Severin Hall

Second: Ian Murton

Opposed: None

- 4. Discussion and possible action to enter Executive Session and review medical records exempt from public inspection regarding retirement application for temporary disability for Police Officer Jonathan W. Huston- APPROVED FOR IME**

Motion to ENTER Executive Session at 10:03 a.m.: Ian Murton

Second: Severin Hall

Opposed: None

DISCUSSION ENSUED DURING EXECUTIVE SESSION, WHICH TOOK PLACE FROM 10:03 AM – 10:10 AM

Chandler Brown made a motion to move forward with ordering an Independent Medical Exam for Jonathan W. Huston as there is sufficient medical evidence presented to the Local Board to consider his application for temporary disability.

Motion to Approve: Severin Hall

Second: Ian Murton

Opposed: None



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- G. Other Business and Future Agenda Items-** Legal Counsel to discuss and do presentation on PSPRS pending changes for model procedures and general compliance of requirements for new law effective in 2022.

Board Secretary asked the Board if there are any conflicts with meeting on December 15. Legal Counsel stated that as long as the meeting(s) take place in the morning, there is no schedule conflict on her end.

H. Executive Session – None

I. Adjournment

Motion to adjourn at 10:14 a.m. – **APPROVED**

Motion: Severin Hall

Second: Chandler Brown

Opposed: None

Meeting Minutes Approval:

Skip Hall, Chair
Public Safety Retirement Commission - Police

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 meeting minutes of the Public Safety Retirement Commission – Police Meeting of **Wednesday, November 10, 2021.**

Ariana Reyna, Board Secretary
Public Safety Retirement Commission - Police



CITY OF SURPRISE
Public Safety Personnel Retirement System
Meeting - Police

Council Meeting Date: December 15, 2021
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Internal

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

Agenda Wording:

Considerations and action pertaining to the review and approval of the November 10, 2021 Public Safety Retirement Commission – Police Executive Session Meeting Minutes

Motion:

I motion to approve the November 10, 2021 Public Safety Retirement Commission – Police Executive Session Meeting Minutes

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



CITY OF SURPRISE
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Council Meeting Date: December 15, 2021
Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Internal

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

Agenda Wording:

Consideration and possible action pertaining to the review of medical examination and the acceptance of Police Officer Kyle P. Peterson into the PSPRS system pursuant to A.R.S. § 38-859.

Motion:

I motion to approve Tier 3 Police Officer Kyle P. Peterson into the PSPRS system:
WITH ____ **OR WITHOUT** ____ preexisting condition(s)

Background:

Police Officer Kyle P. Peterson was hired by the Surprise Police Dept. on 11/01/2021. Officer Peterson was notified of the Board's review of his medical records today.

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



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Submitting Department: Human Resources
Staff Recommendations:

Contact Person:
District: Internal

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

Agenda Wording:

Discussion and possible action to enter Executive Session and review the Independent Medical Exam report and medical records exempt from public inspection regarding the temporary disability application for Police Officer Jonathan W. Huston

Motion:

IF APPROVED:

The Board has reviewed the Independent Medical Exam and based on report findings and Board's discussion, I motion to APPROVE the temporary disability application for Police Officer Jonathan W. Huston and request for the Board Secretary to submit retirement paperwork to PSPRS for processing.

IF DENIED:

The Board has reviewed the Independent Medical Exam and based on report findings and Board's discussion, I motion to DENY the temporary disability application for Police Officer Jonathan W. Huston. As required, the Board will send a letter to the member and the original application to PSPRS for their review.

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



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

Agenda Wording:

Consideration and possible action pertaining to the acknowledgement of the end of the DROP period for Police Officer Michel J. Forbrook who will separate employment effective 12/12/2021.

Motion:

I motion to approve the end of the DROP period for Police Officer Michael J. Forbrook and acknowledge his separation from employment effective 12/12/2021.

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:



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

Agenda Wording:

Consideration and possible action pertaining to the acknowledgement of the end of the DROP period for Police Sergeant Greg L. Welch who will separate employment effective 01/03/2022.

Motion:

I motion to approve the end of the DROP period for Police Sergeant Greg L. Welch and acknowledge his separation from employment effective 01/03/2022.

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:
