



**CITY OF SURPRISE**  
**Public Safety Retirement Commission - Police**  
**16000 N. Civic Center Plaza**  
**Surprise, AZ 85374**  
 Wednesday, October 16, 2024 @ 9:00 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 June 27, 2024, Public Safety Retirement Commission – Police Meeting Minutes                   | Human Resources |
| 2. | Internal | Considerations and action pertaining to the review and approval of the June 27, 2024, 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 examinations and the acceptance of Lateral Police Officer Larry A. Biffin, Kyle C. Holian, Saul Sanchez, as well as Police Officer Recruits Sierra S. Sweeney and Kevin R. Wallace 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 (IME) findings and other medical records exempt from public inspection regarding the accidental disability retirement application for former Police Lieutenant Robert M. Filler.                          | Human Resources |

- G. Other Business and Future Agenda Items
- H. Adjournment

POSTED: Thursday, October 10, 2024 @ 3:00 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 Retirement Commission - Police**

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Council Meeting Date: October 16, 2024  
Submitting Department: Human Resources  
Staff Recommendations:

Contact Person:  
District: Internal

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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 June 27, 2024, Public Safety Retirement Commission – Police Meeting Minutes

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**Motion:**

I motion to approve the June 27, 2024, Public Safety Retirement Commission – Police Meeting Minutes

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**Background:**

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**Objective Analysis:**

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**Policy Compliant:**

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**Financial Impact:**

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**Budget Impact:**

**FTE Impact:**

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**ATTACHMENTS:**

1. Police DRAFT Minutes 6.27.24
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**PUBLIC SAFETY RETIREMENT SYSTEM  
CITY OF SURPRISE LOCAL BOARD – POLICE**  
Minutes, Thursday, June 27, 2024  
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 9:30 a.m. Thursday, June 27, 2024. The meeting was held in City Hall, Council Chambers.

**A. Call To Order**

Chair Hall called the meeting to order at 9:30 a.m.

**B. Roll Call:** Skip Hall, Chair – Present  
James Conner, Appointed Member – Present  
Kim Drayden, Appointed Member – Present  
Severin Hall, Police Department – Present  
Richard Hernandez, Police Department – Present

**In attendance:** Cynthia Kelley, Legal Counsel  
Ariana Reyna, PSPRS Board Secretary

**C. Pledge of Allegiance – Completed**

**D. Current Events Reports - None**

**E. Staff Reports – Review of FY24 Legal Counsel and IME fees.** Ariana Reyna addressed the Board Members and informed them that there will be an aggregate report for FY24 presented during the August meeting for the Board's review and consideration as well as an ongoing report for previous expenditures of legal counsel fees and IME costs for previous fiscal years. Ariana Reyna thanked Police Board Member Severin Hall for his service to the Board as his term ends effective June 30, 2024. Ariana Reyna stated that Police Board Member Christopher Thomas resigned from serving in the Board with an effective date of June 4, 2024. In seeking to find a replacement for Severin Hall, there was a secret ballot election that took place with the Surprise Police Department. As a result, Sgt. Rick Hernandez has been sworn in to officially serve in the PSPRS Police Board effective July 1, 2024. Also, with Chris Thomas' resignation, new Board Member Lt. Michael Robbins will serve and finish Chris' term which ends on June 30, 2026. Hopefully, Lt. Robbins will be able to attend the August meeting. Discussion ensued on how the Board is under budget, however, still missing the invoices for the current meeting.

**F. Call to the Public – None**



**Consent Agenda:**

- 1. Considerations and action pertaining to the review and approval of the April 10, 2024, Public Safety Retirement Commission – Police Executive Session Meeting Minutes – APPROVED**

**Motion to Approve:** James Conner

**Second:** Severin Hall

**Opposed:** None

- 2. Considerations and action pertaining to the review and approval of the April 10, 2024, Public Safety Retirement Commission – Police Meeting Minutes – APPROVED**

**Motion to Approve:** James Conner

**Second:** Severin Hall

**Opposed:** None

**Regular Agenda:**

- 3. Consideration and possible action pertaining to the review of medical examinations and the acceptance of Lateral Police Officers: Stanley E. Crawford and Taylor A. Macy as well as Police Officer Recruits Eric J. Gregory, Joseph Navarrete, Samuel J. Pavlisick, Andrew D. Sikora, Matthew K. Story-Brown, James A. Vasquez, and Christopher E. Wacaser into the PSPRS system pursuant to A.R.S. § 38-859. - APPROVED.**

Ariana Reyna informed of the following hire dates with the Surprise Police Department: Lateral Officers Crawford and Macy as well as Recruit Story-Brown were hired on 3/4/2024 while Recruits Gregory, Navarrete, Pavlisick, Sikora, Vasquez, and Wacaser were hired on 4/1/2024. The employees were officially notified of the Board's review of their medical records today. Discussion ensued on a member's eligibility regarding his pre-existing condition status. Ariana Reyna stated that even though the provider marked "no pre-existing conditions" on the form, there are two conditions listed therein. Severin Hall indicated that the member did sign agreeing of pre-existing condition and therefore, the record should show pre-existing even though the wrong box was marked. The employees were approved as follows:

Tier 3 Stanley E. Crawford with preexisting conditions

Tier 3 Eric J. Gregory with preexisting conditions



- Tier 3 Taylor A. Macy with preexisting conditions
- Tier 3 Joseph Navarrete with preexisting conditions
- Tier 3 Samuel J. Pavlisick with preexisting conditions
- Tier 3 Andrew D. Sikora with preexisting conditions
- Tier 3 Matthew K. Story-Brown with preexisting conditions
- Tier 3 James A. Vasquez with preexisting conditions
- Tier 3 Christopher E. Wacaser with preexisting conditions

**Motion to Approve:** James Conner

**Second:** Kim Drayden

**Opposed:** None

4. Discussion and possible action to enter Executive Session and review the Independent Medical Exam (IME) findings and other medical records exempt from public inspection regarding the accidental disability retirement application for Police Officer Christopher J. Thomas. – **APPROVED.**

**Motion to ENTER Executive Session at 9:39 AM:** James Conner

**Second:** Severin Hall

**Opposed:** None

**DISCUSSION ENSUED DURING EXECUTIVE SESSION, WHICH TOOK PLACE FROM 9:39 AM – 9:51 AM**

James Conner addressed Chair Skip Hall and asked for the record to show that during Executive Session, the Local Police Board covered both agenda items #4 & #5. Severin Hall made a motion indicating that the Board has reviewed the Independent Medical Exam and based on the report findings and the Board's discussion, he motioned to approve the accidental disability retirement application for Christopher J. Thomas and requested for the Board Secretary to submit retirement paperwork to PSPRS for processing.

**Motion to APPROVE:** Severin Hall

**Second:** James Conner

**Opposed:** None

5. Discussion and possible action to enter Executive Session and review the Independent Medical Exam report and medical records exempt from public inspection regarding the Accidental Disability application for former Police Lieutenant Robert Mark Filler – **APPROVED FOR IME.**

**Motion to ENTER Executive Session at 9:39 AM:** James Conner  
**Second:** Severin Hall  
**Opposed:** None

**DISCUSSION ENSUED DURING EXECUTIVE SESSION, WHICH TOOK PLACE FROM 9:39 AM – 9:51 AM**

Ariana Reyna reiterated James Conner’s statement that this agenda item was also reviewed during the Executive Session. Severin Hall made a motion to refer Lt. Robert M. Filler to undergo an IME to address his eligibility for the benefit.

**Motion to APPROVE:** Severin Hall  
**Second:** Kim Drayden  
**Opposed:** James Conner  
**Motion passed: 4 in favor, 1 opposed.**

- G. **Other Business and Future Agenda Items-** Review the bylaws for reappointment verbiage and consideration to combine future Fire and Police Board meetings together, per Counsel’s recommendation.

H. **Executive Session** – None

I. **Adjournment**

Motion to adjourn at 9:55 a.m. – **APPROVED**

**Motion to Adjourn:** James Conner  
**Second:** Severin Hall  
**Opposed:** None



**Meeting Minutes Approval:**

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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 **Thursday, June 27, 2024.**

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Ariana Reyna, Board Secretary  
Public Safety Retirement Commission - Police



**CITY OF SURPRISE**  
**Public Safety Retirement Commission - Police**

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Council Meeting Date: October 16, 2024  
Submitting Department: Human Resources  
Staff Recommendations:

Contact Person:  
District: Internal

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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 June 27, 2024, Public Safety Retirement Commission – Police Executive Session Meeting Minutes

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**Motion:**

I motion to approve the June 27, 2024, Public Safety Retirement Commission – Police Executive Session Meeting Minutes

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**Background:**

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**Objective Analysis:**

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**Policy Compliant:**

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**Financial Impact:**

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**Budget Impact:**

**FTE Impact:**

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**ATTACHMENTS:**

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CITY OF SURPRISE
Public Safety Retirement Commission - Police

Council Meeting Date: October 16, 2024
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 examinations and the acceptance of Lateral Police Officer Larry A. Biffin, Kyle C. Holian, Saul Sanchez, as well as Police Officer Recruits Sierra S. Sweeney and Kevin R. Wallace into the PSPRS system pursuant to A.R.S. § 38-859.

Motion:

I motion to approve Members into the PSPRS system as follows:

- Tier 2 Larry A. Biffin WITH \_\_\_ OR WITHOUT \_\_\_ preexisting conditions
Tier 3 Kyle C. Holian WITH \_\_\_ OR WITHOUT \_\_\_ preexisting conditions
Tier 3 Saul Sanchez WITH \_\_\_ OR WITHOUT \_\_\_ preexisting conditions
Tier 3 Sierra S. Sweeney WITH \_\_\_ OR WITHOUT \_\_\_ preexisting conditions
Tier 3 Kevin R. Wallace WITH \_\_\_ OR WITHOUT \_\_\_ preexisting conditions

Background:

Please be informed of the following hire dates with the Surprise Police Department: Holian and Wallace were hired on 5/28/24, Biffin was hired on 6/24/24, Sanchez was hired on 8/19/24 and Sweeney was hired on 9/30/24. The employees were officially notified of the Board's review of their medical records today.

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:





CITY OF SURPRISE
Public Safety Retirement Commission - Police

Council Meeting Date: October 16, 2024
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 (IME) findings and other medical records exempt from public inspection regarding the accidental disability retirement application for former Police Lieutenant Robert M. Filler.

Motion:

IF APPROVED:

The Board has reviewed the Independent Medical Exam and based on the report findings and the Board's discussion, I motion to APPROVE the accidental disability retirement application for Robert M. Filler 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 the report findings and the Board's discussion, I motion to DENY the accidental disability retirement application for Robert M. Filler. As required, the Board will send a letter to the member and the original application to PSPRS for their review.

IF TABLED:

The Board has reviewed the Independent Medical Exam and based on the report findings and the Board's discussion, I motion to TABLE the accidental disability retirement application for Robert M. Filler because \_\_\_\_\_.

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

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**ATTACHMENTS:**

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