MINUTES of a REGULAR MEETING OF THE PUBLIC SAFETY PERSONNEL RETIREMENT BOARD OF THE TOWN OF CLARKDALE, HELD AT 4:30 P.M. ON WEDNESDAY, JANUARY 29, 2014 IN THE ADMINISTRATION CONFERENCE ROOM, TOWN HALL, 39 N. 9TH ST., CLARKDALE, ARIZONA

CALL TO ORDER – Meeting was called to order at 4:32 p.m. by Officer Member Tommy Nester.

Board Members:	Citizens	Amy Bayless, Vice Chair
		Ida deBlanc
	Members	Tommy Nester
		Larry Chase

Staff Member: Mary Ellen Dunn, Board Secretary

ALL ITEMS ON THIS AGENDA ARE SCHEDULED FOR DISCUSSION AND POSSIBLE ACTION, UNLESS OTHERWISE NOTED.

PUBLIC COMMENT. The Local Board of the Public Safety Personnel Retirement System for the Town of Clarkdale invites the public to provide comments at this time. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment shall be limited to directing staff to study the matter for further consideration and decision at a later date. Persons interested in making a comment on a specific agenda item are asked to complete a brief form and submit it to the Board Secretary during the meeting. Each speaker is asked to limit their comments to five minutes.

There was no public comment.

CONSENT AGENDA – The consent agenda portion of the agenda is a means of expediting routine matters that must be acted on by the Board. All items are approved with one motion. Any items may be removed for discussion at the request of any Board Member.

A. **APPROVAL OF MINUTES OF THE LOCAL BOARD.** Approval of the Minutes of the Regular Meeting held September 11, 2013.

Vice Chair Bayless arrived and assumed leadership of the meeting.

Officer Nester moved to approve the Minutes of the Regular Meeting held September 11, 2013 as presented. Officer Chase seconded the motion. The motion was approved with Ida deBlanc abstaining.

OLD BUSINESS

ADDITION TO "NEW HIRE NOTIFICATION" AS OPPOSED TO BY-LAWS ADDITION. Discussion and consideration regarding language added to "new hire notification" in orientation packets rather than previous intent to amend by-laws.

An addition to the By-Laws is required to define procedures of trainees' admission to the system. After discussion with the System's State Trustee office, it was discovered that the Town would have liability for disability payments for any trainee attending the Academy who is injured during training/attendance. If the disability is permanent, the Town would have on-going responsibility for disability payments for the remainder of the life of the trainee.

The State informed Staff that while some municipalities accept trainees into the system regardless of this liability, many elect to place the trainee on the regular Arizona State Retirement System until completion of the training.

It was discussed previously that an addition to the by-laws would be needed adding this procedure, however after further conversation with the State office, it was concluded by Staff and the Town of Clarkdale Human Resources Director that rather than making these specific changes to the By-laws, the following policy and procedure could be added to the orientation packet for new hires:

"All new hires with Arizona POST certification will be enrolled in the Public Safety Personnel Retirement System (PSPRS). All new hires that must first complete the Police Academy or pass Arizona POST certification will be enrolled in the Arizona State Retirement System. Upon graduation and POST certification the employee will be enrolled in the PSPRS."

Ida deBlanc stated that as she was a new member she would abstain from vote and comment on this agenda item.

Officer Nester moved to approve the addition of the clause "*All new hires with Arizona POST certification will be enrolled in the Public Safety Personnel Retirement System (PSPRS). All new hires that must first complete the Police Academy or pass Arizona POST certification will be enrolled in the Arizona State Retirement System. Upon graduation and POST certification the employee will be enrolled in the PSPRS" be added to the orientation packet for new hires rather than a specific amendment to the organizational by-laws.* Officer Chase seconded the motion and the motion carried with one abstention.

NEW BUSINESS

ACCEPT NEW OFFICER. New officer has one pre-existing condition. Has been notified by certified mail and has given no response.

The State Board of Trustees requires that each officer have a pre-employment physical. The physician's report must be reviewed for findings of pre-existing conditions. In this review, any

pre-existing conditions must be noted for the record and procedures required by the Board By-Laws and Arizona statutes followed. The Board elected to appoint two (2) representatives to review the Pre-Employment Medical Reports for each officer for pre-existing conditions.

The representatives have now reviewed the most recent report and note for the Board that the officer had a pre-existing condition which was noted and the officer has been notified. No response has been received.

Officer Nester moved to formally accept new officer to the system with notice of the single pre-existing condition. Boardmember deBlanc second. The motion was approved unanimously.

RESIGNATION OF OFFICER/MEMBER ROBERT CHURCH. Announcement of resignation of Officer Church from Clarkdale Police Department and Local Board.

This agenda item is for Board notice only. No action is required.

SECRET BALLOT. Announcement of Officer Larry Chase as new Officer/Member of Local Board of PSPRS by secret ballot election.

The Board Secretary distributed ballots to members of the Town of Clarkdale Police Department for the purpose of electing a member to fill the position that was vacated by Officer Robert Church. Officer Larry Chase was elected by secret ballot to fill this position and his term will expire September 30, 2014.

No Board action is required.

POLICE ACADEMY GRADUATION ANNOUNCEMENT. Caleb Rundlett has graduated from Police Academy (December 4, 2013) and has previously been accepted into system pending this graduation.

No Board action is required.

FUTURE AGENDA ITEMS – Listing of items to be placed on a future Board agenda.

ADJOURNMENT: Officer Chase moved to adjourn the meeting. Boardmember deBlanc seconded the motion and the motion carried unanimously. With no further business, the meeting adjourned at 4:53 p.m.

Submitted by:

Mary Ellen Dunn, Secretary

Approved by:

Amy Bayless, Vice-Chair