



**PUBLIC SAFETY RETIREMENT SYSTEM  
CITY OF SURPRISE LOCAL BOARD – FIRE**  
Minutes, Wednesday, June 9, 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 9:30 a.m. Wednesday, June 9, 2021. The meeting was held in City Hall, Council Chambers.

**A. Call To Order**

Chair Hall called meeting to order at 9:30 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:** Paige Gearhart, Human Resources Manager  
Cynthia Kelley, Board Attorney  
Ariana Reyna, PSPRS Board Secretary  
Michelle Reardon, Sr. Human Resources Specialist

**C. Pledge of Allegiance** –Completed

**D. Current Events Reports** - None

**E. Staff Reports**

**F. Call to the Public** – Firefighter Alberto Ramirez would like to address the Board on Agenda item #5 regarding pre-membership medical records.

**Consent Agenda:**

**1. Considerations and action pertaining to the review and approval of the May 12, 2021 Public Safety Retirement Commission - Fire Board meeting minutes – APPROVED**

**Motion to Approve:** James Conner  
**Second:** Ricardo Valdez  
**Opposed:** None



**Regular Agenda:**

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

The Board Secretary mentioned that insert presented was the updated version that had been previously sent to the Board on June 8, 2021.

**3. Update regarding the internal process for Phoenix Fire Department  
Health Center in distributing new hire physical exam results-  
INFORMATIONAL ONLY**

The Board Secretary stated that this is a follow up agenda item from the May 12 Fire Board Meeting. A 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. The Board Secretary also mentioned that this new process has been communicated to Fire Administration.

**4. Consideration and possible action for the acceptance of the revised  
Public Comment Form as recommended by the Board Secretary-  
APPROVED**

Citizen Board Member, Chandler Brown, approved revised Public Comment Form without changes and asked the Board Secretary to implement new form effective immediately.

**Motion to Approve:** Chandler Brown

**Second:** Christopher Preest

**Opposed:** None

**5. 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-  
INFORMATIONAL ONLY.**



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The Board Secretary mentioned that this was placed as a future agenda item by Christopher Preest during the May 12 meeting. The Board Secretary reminded the Board that Firefighter Alberto Ramirez was present and wanted to address the Board as he had filled out a Call to the Public request.

**Motion to enter Executive Session at 9:38 a.m.:** Christopher Preest  
**Second:** Chandler Brown  
**Opposed:** None

DISCUSSION ENSUED DURING EXECUTIVE SESSION, WHICH TOOK PLACE FROM 9:38 AM – 9:47 AM

**G. Other Business and Future Agenda Items – None.**

**H. Executive Session – None**

**I. Adjournment**

Motion to adjourn at 9:47 a.m. – **APPROVED**

**Motion:** James Conner  
**Second:** Chandler Brown  
**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, June 9, 2021.**

Ariana Reyna, Board Secretary  
Public Safety Retirement Commission – Fire