



**PUBLIC SAFETY RETIREMENT SYSTEM
CITY OF SURPRISE LOCAL BOARD – POLICE**
Minutes, Wednesday, June 12, 2019
16000 North Civic Center Plaza, Surprise, Arizona 85374

The following are the minutes from the PSPRS City of Surprise Local Board – Police Meeting held at 10:00 a.m. Wednesday, June 12, 2019. The meeting was held in City Hall, 1st floor lobby conference room.

Call To Order:

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

A. Roll Call: Scott Gwaltney, Chairperson & Citizen Board Member – Present
Don Jeffrey, Citizen Board Member – Present
Jim Conner, Citizen Board Member – Present
Ian Murton, Employee Board Member – Police Dept. – Present
Courtney Hicks, Employee Board Member- Police Dept. – Present

In attendance: Chanda Washington, Board Administrator
Lindsey Steinhoff, Human Resources
Donna Meuse, Human Resources
Cynthia Kelley, Board Attorney

B. Pledge of Allegiance: completed

C. Current Events Reports: None

D. Staff Reports: Ms. Washington said the board will have a disability retirement case to review at the next meeting on July 10th. Mr. Gwaltney will be gone on the 10th. The board will further discuss the meeting dates at the end.

The board will also review IME results for Rachael Tidd if they are available for the July meeting.

Call to the Public: None

Consent Agenda:

#1. Discussion and action pertaining to approval of PSPRS Local Board - Police May 8, 2019 Meeting Minutes. **-Approved**

Motion: Hicks
Second: Conner
Opposed: None

Scott Gwaltney- voted yes
Don Jeffrey- voted yes
Jim Conner- voted yes
Ian Murton- voted yes
Courtney Hicks- voted yes



Regular Agenda:

#2. Consideration and action pertaining to the acceptance of (4) new Police Officers into the PSPRS System. – Approved

Move to approve acceptance of four (4) new Police Officers into the PSPRS System as follows:

Dana V. Smith, effective 5/27/19 with pre-existing conditions
Gerrit H. Groenewold, effective 5/27/19 with pre-existing conditions
Keri A. Fernandez, effective 5/27/19 with pre-existing conditions
Nathaniel J. Harrel, effective 5/27/19 with pre-existing conditions

Motion: Conner
Second: Hicks
Opposed: None

Scott Gwaltney- voted yes
Don Jeffrey- voted yes
Jim Conner- voted yes
Ian Murton- voted yes
Courtney Hicks- voted yes

#3. Discussion, review and action pertaining to annual review of accidental disability retirement cases.

Ms. Washington stated this is the first time that the board will be reviewing disability retirement cases. She understands there was some issues with the link and some board members may not have been able to review the files. The copies are printed in the book 153 pages with either the IME reports or PSPRS disability questionnaire. There were approximately 5-6 cases that she had to reach out to PSPRS to get the information and received the information late yesterday and only had a chance to print one of them so far so that would be additional information for the board to review.

She stated that our board meeting procedures indicates that it is up to the chair to select a subcommittee to review the disability retirement cases to determine if the case should be brought before the board and the subcommittee would provide their recommendations before the board and then the board would determine if the individuals should be re-evaluated by sending them for another IME.

Ms. Washington also explained that the city would have to look at offering that person the same type of job that they retired from so we would need to see if the city has an opening that they could offer should the board decided to send for an IME.

Mr. Gwaltney advised the board that in the Fire board it was decided that the employee board members were the subject matter experts and he agreed with that and asked if asked if Mr. Murton and Ms. Hicks would head the subcommittee.



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Ms. Hicks advised that her term would be up shortly and she wasn't sure if she would be in attendance at the next meeting. Ms. Washington explained that we were currently going through board member elections to determine who would be elected as the new board member.

Mr. Conner stated that it was thought that the two officers were in a better position to know the duties and responsibilities.

Mr. Murton asked if the board could make a motion to create the subcommittee today and then give them time to review the information that we have gotten at a later date and then present it to the board. Ms. Washington stated yes the board could look at doing that.

Ian asked if they reach out what are the guidelines of what they can or cannot say. Ms. Kelley said she hasn't had a board do that before, but she thinks it is permissible. She recommends that if it is psychological injury the board may not want to reach out to the individual and the board may just want to either decide to send them out or not send them out for an IME. Ms. Kelley further explained that if they refuse to take the IME, they would also lose their disability pension.

Ian would request legal guidance or legal counsel presence when they reach out to the employees to make sure they are not doing or saying anything that is not allowed.

Ms. Kelley states that if the board knows the person or if it is a physical injury the board can reach out to the individual and let them know the board is reaching out to them because of its part of the board's responsibility and ask how they are doing and if they state they are better, the board can send them for

Ms. Washington explained in the board notebooks she has provided a spreadsheet with the information regarding the retirees with disability retirements (accidental or ordinary). If the retiree has 20 years of service in the total years of service column we do not have to review the disability retirement and the board only has to review the disability retirement cases where the person has less than 20 years of service (this includes the years of service at retirement and the number of years & months that have passed since the date of the report to equal to the total years of service).

Ms. Kelley also stated if the retiree is really close to 20 years, the board could decide not to send the person for an IME. Ms. Kelley clarified to the board that they do not have to contact every person who has a disability, but if the board thinks there is something where the individual may have a great chance to heal.

Motion to have a subcommittee for the two elected police employee board members and they will report back at the September 11th meeting with their recommendations about the disability retirements.



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Motion: Conner
Second: Jeffrey
Opposed: None

Scott Gwaltney- voted yes
Don Jeffrey- voted yes
Jim Conner- voted yes
Ian Murton- voted yes
Courtney Hicks- voted yes

#3. Consideration and action pertaining to placing items on future agenda.
No Items

For scheduling a meeting, Ms. Hicks is on PTO 1st week, Mr. Gwaltney will be out the 10th, and all others board members can be there on the 10th, therefore the meeting will stay the same for July 10th.

#4. Executive Session: Consideration and action to enter into Executive Session pursuant to A.R.S. 38-431.03 (A) (2) and (3) for consideration or discussion of material deemed confidential by law and/or discussion or consultation for legal advice with the board attorney regarding the local board procedures.

The board did not go into executive session at this meeting.

Adjournment:

Chairman Gwaltney made a motion to adjourn the meeting at 10:28 a.m. – **Approved**

Motion: Gwaltney
Second: Hicks
Opposed: None

Scott Gwaltney- voted yes
Don Jeffrey- voted yes
Jim Conner- voted yes
Ian Murton- voted yes
Courtney Hicks- voted yes

Scott Gwaltney, Chairperson



Donald Jeffrey – Board Member - Citizen



Jim Conner, Board Member - Citizen



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Ian Murton, Board Member – Police Dept.

Courtney Hicks, Board Member - Police Dept.

A handwritten signature in blue ink that reads "Chanda Washington".

Chanda Washington, Board Secretary