



City of Surprise
Personnel Appeals Commission Agenda
Minutes, Tuesday, September 22, 2020
16000 North Civic Center Plaza, Surprise, Arizona 85374

The following are the minutes from the City of Surprise Personnel Appeals Board (PAB) – meeting held at 3:00 p.m. Tuesday, September 22, 2020. The meeting was held in the City Hall, Council Overflow Conference Room.

A. Call To Order:

Lisa Angelini, HR Director called the meeting to order at 3:06 pm.

B. Roll Call: Ira McCullough, Board Member - Present
LaCoya Shelton, Board Member – Present (*via WebEx*)
Mitchell Friedlander, Board Member - Present
Thomas Russell, Board Member - Present
Ted Grove, Board Member – Present
Jim Conner, Board Member - Present
Eric Lochner, Board Member - Present

In attendance: Connie Welsch, Human Resources, Board Liaison
Lisa Angelini, Human Resources Director
Donna Meuse, Human Resources Manager
Board Attorney, Carrie O'Brien

C. Pledge of Allegiance - Completed

D. Current Events Reports - None

E. Staff Reports - None

F. Call to the Public - None

Consent Agenda:

#1. Consideration and action pertaining to the review and approval of the July 31, 2018 Personnel Appeals board meeting minutes. - **Approved**

Motion to Approve: Ira McCullough

Second: Ted Grove

Opposed: None

Regular Agenda:

#2. Consideration and action pertaining to the nomination and election of a Chair for the Personnel Appeals Board. - **Approved**



City of Surprise
Personnel Appeals Commission Agenda
Minutes, Tuesday, September 22, 2020
16000 North Civic Center Plaza, Surprise, Arizona 85374

Motion to Approve: Eric Lochner
Second: Ted Grove
Opposed: None

Ira McCullough was nominated as Chair for the Personnel Appeals Board. A motion was made and seconded. A vote was initiated resulting in a unanimous yes vote appointing Ira McCullough as board Chair beginning September 2020.

#3. Consideration and action pertaining to the nomination and election of a Vice-Chair for the Personnel Appeals Board. - **Tabled**

Motion to Approve:
Second:
Opposed:

Board attorney, Carrie O'Brien provided context that the Vice-Chair serves as the presiding officer in place of the Chair in the event the Chair is absent or cannot rule on a motion. Ted Grove was nominated as Vice-Chair of the Personnel Appeals Board. A vote was initiated resulting in a unanimous yes vote appointing Ted Grove as board Vice-Chair. However, a formal motion and second was not made. Therefore, the item is tabled until the next meeting.

#4. Presentation and discussion of open meeting law and conflict of interest training by Board Attorney. - **No action required**

Board Attorney, Carrie O'Brien provided background of her experience and the role and responsibilities of the Personnel Appeals Board. Training ensued on Open Meeting Law and violations, Robert's Rules of Order, and conflicts of interest. Questions and guidance was provided throughout the training.

#5. Discussion and review pertaining to the Personnel Appeals Board Rules of Practice and Procedure. - **No action required**

Board Attorney, Carrie O'Brien reviewed all suggested edits to the Rules of Practice and Procedure with the Board. Questions and clarification/edits ensued throughout the review. Discussion took place regarding the Pre-Hearing Conference and if the board should attend this optional conference. Opinions of board attendance were mixed. Board member Lochner suggested we hold questions until the next meeting on 09/23. Board member Friedlander communicated that he will not be able to attend the 09/23 meeting and wanted the record to reflect that he does not believe the board should attend Pre-Hearing Conferences. More follow-up and any other changes may be brought forward at



City of Surprise
Personnel Appeals Commission Agenda
Minutes, Tuesday, September 22, 2020
16000 North Civic Center Plaza, Surprise, Arizona 85374

the amended amendment of the Personnel Appeals Board Rules of Practice and Procedure on 09/23; the board may adopt as amended.

Adjournment:

Board member Jim Conner made the motion to adjourn at 4.31 p.m. Board member Eric Lochner seconded the motion. None opposed.

Meeting Minutes Approval:

A handwritten signature in black ink, appearing to read "Ira McCullough", is written above a horizontal line.

Ira McCullough, Chairperson

CERTIFICATION:

I, Connie Welsch, Human Resources Manager for the City of Surprise, Maricopa County, Arizona, do hereby certify that these are true and correct minutes of the Personnel Appeals Board Meeting of Tuesday, September 22, 2020.

Connie Welsch, Human Resources Manager