



**PUBLIC SAFETY RETIREMENT SYSTEM  
CITY OF SURPRISE LOCAL BOARD – FIRE**  
Minutes, Wednesday, October 9, 2019  
16000 North Civic Center Plaza, Surprise, Arizona 85374

The following are the minutes from the PSPRS City of Surprise Local Board – Fire Meeting held at 9:00 a.m. Tuesday, October 9, 2019. The meeting was held in City Hall, Council Overflow Conference Room.

**Call To Order:**

Rick Valdez called the meeting to order at 9:00 a.m.

**A. Roll Call:** Scott Gwaltney, Chairperson & Citizen Board Member – Excused  
Don Jeffrey, Citizen Board Member – Present  
Jim Conner, Citizen Board Member – Excused  
Rick Valdez, Vice-Chair & Employee Board Member – Present  
Christopher Preest, Employee Board Member – Present

In attendance: Kirsten Riege, Interim Board Secretary  
Sam Coffmann, Board Attorney  
Brad Burns, Board Attorney  
Donna Meuse, Human Resources

**B. Pledge of Allegiance:** Completed

**C. Current Events and Reports:** None

**D. Staff Reports:** Mrs. Riege introduced herself to the board. Mr. Coffmann and Mr. Burns also introduced themselves to the board, giving a brief history of their experience working with municipalities.

**Call to the Public:** None

**Consent Agenda:**

**#1.** Discussion and action pertaining to the approval of PSPRS Local Board – Fire September 10, 2019 Meeting Minutes. **-Approved**

Motion: Preest  
Second: Jeffrey  
Opposed: None

Scott Gwaltney- absent  
Rick Valdez- voted yes  
Don Jeffrey- voted yes  
Jim Conner- absent  
Christopher Preest- voted yes



**Regular Agenda:**

**#2.** Consideration and action pertaining to the acceptance of one (1) new Firefighter into the PSPRS System as follows:

Shaun E. Cooper, effective 09/09/2019 with pre-existing condition – **Tabled**

Mr. Preest asked if Mr. Cooper had received a copy of his physical examination and an invitation to attend the board meeting. HR could not confirm that Mr. Cooper received a copy. Mr. Coffmann stated that Mr. Cooper also needs to sign a HIPAA form prior to open forum discussion of his examination results.

Mr. Preest made motion to table this agenda item until the next meeting to ensure notification to Mr. Cooper.

Motion: Preest  
Second: Jeffrey  
Opposed: None

Scott Gwaltney- absent  
Rick Valdez- voted yes  
Don Jeffrey- voted yes  
Jim Conner- absent  
Christopher Preest- voted yes

**#5.** Other Business and Future Agenda Items – None

**#6.** Executive Session- the board did not go into executive session at this meeting

**Adjournment:**

Mr. Preest made a motion to adjourn the meeting at 9:23 a.m. – **Approved**

Motion: Preest  
Second: Jeffrey  
Opposed: None

Scott Gwaltney- absent  
Don Jeffrey- voted yes  
Jim Conner- absent  
Rick Valdez- voted yes  
Christopher Preest- voted yes




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Scott Gwaltney, Chairperson

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Donald Jeffrey, Board Member – Citizen

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Jim Conner, Board Member – Citizen

  
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Rick Valdez, Vice-Chairperson, Board Member – Fire Dept.

  
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Christopher Preest, Board Member – Fire Dept.

  
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Kirsten Riege, Interim Board Secretary