



**PUBLIC SAFETY RETIREMENT SYSTEM  
CITY OF SURPRISE LOCAL BOARD – FIRE**  
Minutes, Thursday, December 19, 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 10:00 am Thursday, December 19, 2019. The meeting was held in City Hall, Council Overflow Conference Room.

**A. Call To Order:**

Chair Hall called the meeting to order at 10:55 a.m.

**B. Roll Call:** Skip Hall, Chairperson & Citizen Board Member – Present  
Chandler Brown, Citizen Board Member – Present  
Jim Conner, Citizen Board Member – Present  
Rick Valdez, Vice Chair, Employee Member – Fire Dept. – Present  
Chris Preest, Employee Board Member- Fire Dept. – Present

In attendance: Kirsten Riege, Interim Board Secretary  
Carrie O'Brien, Board Attorney

**C. Pledge of Allegiance:** Completed

**D. Current Events Reports:** None

**E. Staff Reports:** None

**F. Call to the Public:** None

**Consent Agenda:**

**#1.** Discussion and action pertaining to approval of PSPRS Local Board - Fire December 11, 2019 meeting minutes. - **Approved** as amended.

Motion: Conner  
Second: Brown  
Opposed: None

Skip Hall - voted yes  
Jim Conner- voted yes  
Chandler Brown – voted yes  
Chris Preest - voted yes  
Rick Valdez - voted yes

**Regular Agenda:**

**#2.** Discussion and action pertaining to a vote to appoint Kirsten Riege as Board Secretary. – **Approved**



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Chair Skip Hall opened discussion stating while he knows the board bylaws are under review and changes may be made, he feels the Board should set some permanency for Mrs. Riege as well as the Board. Chair Hall stated that he believes Mrs. Riege has a strong commitment to the Board and is taking steps to educate herself on PSPRS and the Board needs.

Mr. Preest stated that he would like to wait until after the subcommittee meets to develop a vetting process for the position. Mr. Valdez asked if the Board could continue to approve on an interim basis.

Mr. Preest asked Mrs. Riege if her duties to the Board require her to work full time on Board items. Mrs. Riege stated that she currently supports the Board in a full time capacity due to the current needs of the Board. Mr. Preest questioned if the Board was getting to a place where they needed full time support. Mrs. Riege stated that she feels that as the Board is moving forward with a vetting process for the position, developing a better relationship with legal counsel as well as creating a more cohesive, functional board, Board needs will lessen.

Mr. Valdez confirmed the fiduciary responsibility of the Board is a large responsibility and the Board requires a secretary that will be educated on the best ways to support the Board. Mr. Valdez stated that it is important to him to receive timely responses to requests for support. Mrs. Riege reiterated her commitment to the Board.

Mr. Conner stated that he is sensitive to the voiced concerns but also feels a need to be considerate of the interim secretary and the need to make a decision.

Mr. Conner made a motion to appoint Kirsten Riege as the Local Board Secretary.

Mr. Preest stated for the record that he feels the Board should wait until the vetting process created by the subcommittee is complete. Both Mr. Conner and Mr. Brown stated they respect Mr. Preest's point, but feel it is time to make a decision on Mrs. Riege, knowing that the vetting process will include steps for removal of the secretary should the Board deem it necessary.

Motion: Conner  
Second: Brown  
Opposed: Two

Skip Hall - voted yes  
Chandler Brown - voted yes  
Jim Conner - voted yes  
Chris Preest - voted nay  
Rick Valdez - voted nay



Chair Hall reiterated to Mrs. Riege the importance of State Statute 38-847, paragraph D, items 1-10. Part of the statute relates to actuarial and fiduciary reports that are to be presented to the Board as referenced in the comments by Mr. Valdez prior to the vote.

**G. Other Business –**

Mr. Preest confirmed that Mr. Valdez is the standing Vice Chair for the PSPRS Local Fire Board.

**H. Adjournment:**

Mr. Valdez made a motion to adjourn the meeting at 11:00 a.m. – **Approved**

Motion: Brown  
Second: Valdez  
Opposed: None

Skip Hall - voted yes  
Jim Conner- voted yes  
Chandler Brown - voted yes  
Rick Valdez - voted yes  
Chris Preest - voted yes

  
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Skip Hall, Chair

ATTEST:

  
\_\_\_\_\_  
Vicki L Moss, Human Resources

CERTIFICATION:

I, Vicki L Moss, Human Resources Manager for the City of Surprise, Maricopa County, Arizona, do hereby verify that these are true and correct minutes of the PSPRS Local Police Board Meeting of **Thursday, December 19, 2019.**

  
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Vicki Moss, Human Resources