



**CITY OF SCOTTSDALE
FIRE & POLICE LOCAL BOARDS OF THE
PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM (PSPRS)**

JOINT MEETING

MINUTES

Thursday, January 16, 2020

**Police and Fire Department Headquarters – Fire Operations Conference Room
8401 E. Indian School Road
Scottsdale, AZ 85251**

PRESENT: Jeff Burg, Chairperson/Mayoral Designee
Hugo Meraz, Citizen Member
Donna Brown, Citizen Member/Merit Head
Steve Springborn, Elected Member
Tom Jensen, Elected Member

ABSENT: Todd Cavner, Elected Member
Rodger Paliwoda, Elected Member

GUESTS: Cindy Kelley, PSPRS Local Board Attorney

STAFF: Alena Sampson, PSPRS Local Board Secretary, Senior HR Analyst-Fire

Call to Order

Chair Burg called the meeting to order at 9:31 a.m.

Roll Call

Members present as listed above.

Possible Executive Session

1. Review and approval of joint session meeting minutes – October 17, 2019

BOARD MEMBER SPRINGBORN MOVED TO APPROVE THE OCTOBER 17, 2020 PSPRS FIRE AND POLICE LOCAL BOARDS JOINT MEETING MINUTES. BOARD MEMBER JENSEN SECONDED THE MOTION, WHICH CARRIED FIVE (5) TO ZERO (0). CHAIR BURG, BOARD MEMBERS MERAZ, BROWN, SPRINGBORN, AND JENSEN VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

2. Review and discussion of DRAFT updated By-Laws submitted by Local Board Counsel

Ms. Sampson noted areas where suggestions were made by Board Members. Chair Burg thanked Board Member Springborn for the time he has taken to research and suggest amendments to the by-laws.

Discussion ensued regarding the draft by-laws and the notes submitted by Board Members. Chair Burg commented that his general philosophy on bylaws is that they should be as broad as possible and specific policies should be laid out as adopted rules of the board; bylaws inherently should be more difficult to change and rules should be able to be modified more easily with simple votes of the board. Chair Burg opined that it is not the purview of the local boards to define the election process. He also suggested that dates and times of the regular meetings could be outlined in a more general way to allow for changes as they are needed without having to amend the bylaws.

Discussion ensued about the election process and the language outlined in the Scottsdale City Code regarding the election process. Board Member Springborn said that other boards across the Valley have election procedures in place. He stressed the importance of establishing a process that would continue in perpetuity and protect the retirement of Scottsdale's PSPRS members.

Board Member Brown asked what would happen if the Board were to memorialize an elections process as part of the bylaws and one of the chiefs decided not to follow the process as outlined. Ms. Kelley said that typically elections are conducted by the employer. She has never heard of a local board being involved in the elections process. She noted that the Scottsdale City Code calls for the Board of Elections to prescribe the rules and regulations for the election of board members. A.R.S. 38-847(f) says that the local board has jurisdiction over administration of duties.

Chair Burg opined that there could be a way for an election process to be put into place within each department. It was suggested that a representative from each local board could work with the City to adopt an election process.

Ms. Sampson noted that Scottsdale Revised Code states that "Election of Police Department and Fire Department members, the Board of Elections may prescribe rules and regulations it deems desirable or necessary for the conduct of an election to ensure fair and impartial participation by each member."

Board Members were unable to reach an agreement about the local board's ability to outline the elections process and they agreed that additional research is needed before making a final recommendation.

Ms. Sampson noted that number 6 in the bylaws is verbatim from the City Code. She suggested that it could be considered redundant. Chair Burg suggested that it might be helpful to PSPRS members if areas of particular importance in the Code and Bylaws were outlined in a handbook.

Board Member Brown asked that 1316 be amended to remove "Human Resources Senior Benefits Analyst" and replace it with "Human Resources or Board Secretary."

Board Member Springborn and Ms. Kelley will provide the findings of their research on board elections during the next joint meeting.

Adjournment

BOARD MEMBER SPRINGBORN MOVED TO ADJOURN THE MEETING. BOARD MEMBER JENSEN SECONDED THE MOTION, WHICH CARRIED FIVE (5) TO ZERO (0). CHAIR BURG, BOARD MEMBERS MERAZ, BROWN, SPRINGBORN, AND JENSEN VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 10:01 a.m.

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