

**MINUTES  
PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM  
REGULAR SESSION  
November 22, 2019  
KOKOPELI CONFERENCE ROOM  
11000 N. LA CAÑADA DRIVE**

**REGULAR SESSION AT OR AFTER 2:00 PM**

**CALL TO ORDER**

Chair Artz called the meeting to order at 2:10 p.m.

**ROLL CALL**

Present: Kevin Artz, Chair  
Pete Clegg, Member  
Richard Tracy, Member  
Katherine Beck, Member

Absent: Andrew Lopez, Member

Staff Present: Carrie Rowley, Local Board Secretary  
Carmen Trevizo, Police Sergeant

Attendees: Thomas Benavidez, Local Board Attorney

Member Tracy arrived at 2:16 p.m.

**CALL TO AUDIENCE**

Chair Artz opened the call to audience. No comments were received.

**Notice of Possible Executive Session**

Pursuant to ARS § 38-431.03 (A), the Board may vote to convene in executive session to discuss or consider confidential records exempt by law from public inspection, and/or to consult with the Board's attorney for legal advice and to consider the Board's position and to instruct the Board's attorney regarding its position in contemplated litigation regarding Agenda Items 5 and 6. The Board will take action on these items in open session.

**REGULAR SESSION AGENDA**

1. REVIEW AND APPROVAL OF THE SEPTEMBER 20, 2019 REGULAR SESSION MEETING MINUTES

**Motion by** Member Pete Clegg, **seconded by** Member Katherine Beck to approve the September 20, 2019 minutes as written.

**Vote:** 3 - 0 Carried

2. APPLICATION FOR NORMAL RETIREMENT FOR YOLANDA HALLBERG EFFECTIVE MARCH 1, 2020

Secretary Rowley confirmed Human Resources staff reviewed the retirement application and determined eligibility for Ms. Hallberg.

**Motion by** Member Katherine Beck, **seconded by** Member Pete Clegg to approve the application for normal retirement for Yolanda Hallberg effective March 1, 2020.

**Vote:** 4 - 0 Carried

3. ELECTION TO THE LOCAL BOARD:  
SERGEANT CARMEN TREVIZO WAS ELECTED AS MEMBER TO THE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM LOCAL BOARD FOR A TERM BEGINNING DECEMBER 1, 2019 AND ENDING NOVEMBER 30, 2023

Secretary Rowley reviewed the certification of votes received from Town of Oro Valley active PSPRS members. Sgt. Trevizo received the majority of votes. No further questions or discussion was brought forth.

**Motion by** Member Pete Clegg, **seconded by** Member Richard Tracy to acknowledge the election of Sergeant Carmen Trevizo as Member to the Public Safety Personnel Retirement System Local Board effective December 1, 2019 for a term of four years.

**Vote:** 4 - 0 Carried

4. APPOINTMENT OF OFFICE:  
RESOLUTION NO. (R) 19-50, APPROVED BY MAYOR AND COUNCIL ON OCTOBER 2, 2019 APPOINTS THE TOWN'S CHIEF FINANCIAL OFFICER AS THE MAYOR'S DESIGNEE AND CHAIR TO THE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM LOCAL BOARD

Members reviewed the staff report and Town Council's reasoning behind Resolution No. (R) 19-50. Members agreed with having continuity in the Mayor's appointee as Chair to the Local Board. Members further agreed the Local Board should still acknowledge the appointment of the individual by name rather than position to ensure compliance as a public meeting. The named individual would be acknowledged by Town Council as a consent agenda item. Further, the named individual would take the Oath of Office and uphold the requirements of the appointment.

**Motion by** Member Richard Tracy, **seconded by** Member Pete Clegg to acknowledge the appointment of the Town's Interim Chief Financial Officer, Kevin Artz as the Mayor's designee and Chair to the Public Safety Personnel Retirement System Local Board.

**Vote:** 4 - 0 Carried

5. REVIEW AND APPROVAL OF THE SEPTEMBER 20, 2019 EXECUTIVE SESSION MEETING MINUTES

**Motion by** Member Richard Tracy, **seconded by** Member Katherine Beck to approve the September 20, 2019 executive session minutes as written.

**Vote:** 4 - 0 Carried

6. REVIEW AND POSSIBLE ACTION ON PRE-EXISTING CONDITION FOR MATTHEW PALACIOS

ENTER EXECUTIVE SESSION

**Motion by** Member Katherine Beck, **seconded by** Member Pete Clegg to enter into Executive Session at 2:30 p.m. pursuant to ARS § 38-431.03 (A) (2) & (3).

**Vote:** 4 - 0 Carried

ADJOURN EXECUTIVE SESSION

**Motion by** Member Richard Tracy, **seconded by** Member Katherine Beck to adjourn from Executive Session at 3:06 p.m.

**Vote: 4 - 0 Carried**

Members resumed discussion concerning agenda item six and concluded to place the item on a future agenda. Members further discussed holding a special meeting and providing Mr. Palacios with a deadline to respond to the Board's inquiries. Members instructed Secretary Rowley to utilize the Police Department chain of command for assistance in securing a response from Mr. Palacios.

**Motion by** Member Pete Clegg, **seconded by** Member Richard Tracy to instruct Secretary Rowley to contact chain of command in the Police Department for assistance in requiring Mr. Palacios to respond by not later than December 6, 2019 to the Board's inquiries.

**Vote: 4 - 0 Carried**

#### 7. BOARD CORRESPONDENCE AND UPDATES

Secretary Rowley reviewed PSPRS correspondence and updates. Items included transfer of service credits confirmation for Nathaniel Vera hired 05/01/17; annual conference for employers and local boards to be held 01/22/19, registration is open; the appointment of Michael Townsend as the new administrator for PSPRS.

#### **FUTURE AGENDA ITEMS**

Special meeting to review the response from Mr. Palacios concerning action on a possible on pre-existing condition.

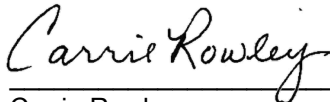
#### **ADJOURNMENT**

**Motion by** Member Katherine Beck, **seconded by** Member Pete Clegg to adjourn the meeting at 3:15 p.m.

**Vote: 4 - 0 Carried**

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the regular session of the Town of Oro Valley Public Safety Personnel Retirement System Local Board of Oro Valley, Arizona held on the 22 day of November, 2019. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this 30 day of December, 2019.



Carrie Rowley  
Human Resources Assistant  
Local Board Secretary