



**ADDITION TO “NEW HIRE NOTIFICATION” AS OPPOSED TO BY-LAWS ADDITION.** Discussion and consideration regarding language added to “new hire notification” in orientation packets rather than previous intent to amend by-laws.

An addition to the By-Laws is required to define procedures of trainees’ admission to the system. After discussion with the System’s State Trustee office, it was discovered that the Town would have liability for disability payments for any trainee attending the Academy who is injured during training/attendance. If the disability is permanent, the Town would have on-going responsibility for disability payments for the remainder of the life of the trainee.

The State informed Staff that while some municipalities accept trainees into the system regardless of this liability, many elect to place the trainee on the regular Arizona State Retirement System until completion of the training.

It was discussed previously that an addition to the by-laws would be needed adding this procedure, however after further conversation with the State office, it was concluded by Staff and the Town of Clarkdale Human Resources Director that rather than making these specific changes to the By-laws, the following policy and procedure could be added to the orientation packet for new hires:

*“All new hires with Arizona POST certification will be enrolled in the Public Safety Personnel Retirement System (PSPRS). All new hires that must first complete the Police Academy or pass Arizona POST certification will be enrolled in the Arizona State Retirement System. Upon graduation and POST certification the employee will be enrolled in the PSPRS.”*

Ida deBlanc stated that as she was a new member she would abstain from vote and comment on this agenda item.

**Officer Nester moved to approve the addition of the clause “All new hires with Arizona POST certification will be enrolled in the Public Safety Personnel Retirement System (PSPRS). All new hires that must first complete the Police Academy or pass Arizona POST certification will be enrolled in the Arizona State Retirement System. Upon graduation and POST certification the employee will be enrolled in the PSPRS” be added to the orientation packet for new hires rather than a specific amendment to the organizational by-laws. Officer Chase seconded the motion and the motion carried with one abstention.**

## **NEW BUSINESS**

**ACCEPT NEW OFFICER.** New officer has one pre-existing condition. Has been notified by certified mail and has given no response.

The State Board of Trustees requires that each officer have a pre-employment physical. The physician’s report must be reviewed for findings of pre-existing conditions. In this review, any pre-existing conditions must be noted for the record and procedures required by the Board By-

Laws and Arizona statutes followed. The Board elected to appoint two (2) representatives to review the Pre-Employment Medical Reports for each officer for pre-existing conditions.

The representatives have now reviewed the most recent report and note for the Board that the officer had a pre-existing condition which was noted and the officer has been notified. No response has been received.

**Officer Nester moved to formally accept new officer to the system with notice of the single pre-existing condition. Boardmember deBlanc second. The motion was approved unanimously.**

**RESIGNATION OF OFFICER/MEMBER ROBERT CHURCH.** Announcement of resignation of Officer Church from Clarkdale Police Department and Local Board.

**This agenda item is for Board notice only. No action is required.**

**SECRET BALLOT.** Announcement of Officer Larry Church as new Officer/Member of Local Board of PSPRS by secret ballot election.

The Board Secretary distributed ballots to members of the Town of Clarkdale Police Department for the purpose of electing a member to fill the position that was vacated by Officer Robert Church. Officer Larry Chase was elected by secret ballot to fill this position and his term will expire September 30, 2014.

**No Board action is required.**

**POLICE ACADEMY GRADUATION ANNOUNCEMENT.** Caleb Rundlett has graduated from Police Academy (December 4, 2013) and has previously been accepted into system pending this graduation.

**No Board action is required.**

**FUTURE AGENDA ITEMS** – Listing of items to be placed on a future Board agenda.

**ADJOURNMENT:** Officer Church moved to adjourn the meeting. Boardmember deBlanc seconded the motion and the motion carried unanimously. With no further business, the meeting adjourned at 4:53 p.m.

Submitted by:

Approved by:

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Mary Ellen Dunn, Secretary

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Amy Bayless, Vice-Chair

CERTIFICATION

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the meeting of the local board of the Public Safety Personnel Retirement System of the Town of Clarkdale, Arizona held on the 29<sup>th</sup> day of January, 2014.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Mary Ellen Dunn, Board Secretary