

CITY OF TUCSON  
CIVIL SERVICE COMMISSION  
**SPECIAL MEETING NOTICE**

**Date:** Thursday, January 20, 2022  
Friday, January 21, 2022  
Tuesday, January 25, 2022

**Time:** 9:00 A.M.

**MEETING NOTE:** Due to the impacts of the COVID-19 pandemic, which have prompted declarations of a public health emergency at the local, state and federal levels, this hearing will be conducted using measures to protect public health. This hearing will be held remotely through technological means, as permitted under Arizona law. Subject to technological availability, interested parties are being asked to email [Roseanne.Bent@tucsonaz.gov](mailto:Roseanne.Bent@tucsonaz.gov) for information on remotely accessing the hearing. You will then be provided instructions on how to connect to view the hearing.

**IN-PERSON ATTENDANCE BY MEMBERS OF THE PUBLIC WILL BE PROHIBITED.**

**HEARING IN THE MATTER OF:  
Keith Cubberly  
Appeal of 10 day Suspension  
Tucson Fire Department**

Elsa Quijada, Deputy Director  
Business Services / Human Resources

Pursuant to A.R.S. Subsection 38-431.02, notice is hereby given that a hearing will be conducted at the time and date set forth above on the matter(s) herein described. On the hearing date set forth above, and on any subsequent date or dates to which this hearing may be continued, the Civil Service Commission may conduct one or more Executive Sessions for any or all of the following purposes:

- a. Discussion or consideration of employment, assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee, or employee of the City of Tucson, pursuant to A.R.S. §38-431.03(A)(1); and/or
- b. Discussion or consideration of records exempt from public inspection, including the receipt and discussion of information or testimony that is specifically required to be maintained as confidential by state or federal law, pursuant to A.R.S. §38-431.03(A)(2).
- c. Discussion or consultation for legal advice with the attorney or attorneys of the Commission pursuant to A.R.S. §38-431.03(A)(3); and/or
- d. Discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the Commission's position in pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation, pursuant to A.R.S. §38-431.03(A)(4);

**Requests for continuances must be received in writing with specific justification and received by the Secretary of the Civil Service Commission not less than seventy-two (72) hours prior to the scheduled hearing. Requests for continuances received less than 72-hours in advance of the hearing may not be acted upon by the Civil Service Commission. The request must also include an acknowledgement that the employee is waiving the right to a hearing within the forty-five (45) day period. In the event that the decision of the appointing officer is overturned, the Civil Service Commission may decline to award back pay for the time of any continuance granted at the request of the appellant.**

**SUBPOENAS MUST BE REQUESTED AS FAR IN ADVANCE AS POSSIBLE. PLEASE PROVIDE 8 COPIES OF EXHIBITS YOU PLAN ON HAVING ADMITTED INTO EVIDENCE FOR THE RECORD, COMMISSION, YOURSELF, OPPOSING COUNCIL, AND THE TESTIFYING WITNESS. APPELLANT'S EXHIBITS ARE TO BE IDENTIFIED BY NUMBERS; CITY EXHIBITS ARE TO BE IDENTIFIED BY LETTERS BEGINNING WITH "B" (EXHIBIT A SHALL CONSIST OF THE NOTICE OF HEARING, PARF AND APPELLANT'S NOTICE WITH ATTACHMENTS.**

**Date Posted:** January 5, 2022

**Date Filed:** November 2, 2021