



Tucson Police and Fire PSPRS Boards  
P O Box 27210  
Tucson, AZ 85726-7210  
(520) 791-4282 (Voice)  
(520) 791-2676 (Fax)

**MEETING MINUTES**  
**Tucson Fire PSPRS Board**  
**Thursday, May 2, 2024 at 9:00 a.m.**

Members of the Boards, staff, and the public were able to attend in person or remotely, through technological means, as permitted under Arizona law. *For members of the public that wanted to attend remotely, a Microsoft Teams conference call bridge was established so the meeting could be accessed via telephone.*

To access the meeting by telephone through the Microsoft Teams conference call bridge, members of the public could dial (213) 293-2303 then enter access code 451 912 780#

Mayor Romero called the Tucson Fire PSPRS Board meetings to order at 9:05 a.m.

**1. ROLL CALL**

**Fire Board Members:**

<b>Present:</b>	Mayor Romero	Chair
	Paul Fimbres	Member
	Anna Rosenberry	Member
	Nathan Weber	Member
	Jason Adler	Member

<b>Also Present:</b>	Mark Ewings	Police Board Member
	Alon Hackett	Incoming Police Board Member
	Steven Bossé	Board Attorney
	Susanna Horn	Board Secretary
	Tammy Webb	Local Board Office
	Eddie Garcia	Mayor's Office, City of Tucson
	Kevin Zinn	Tucson Police Department
	Tony Archibald	Tucson Police Department

A Fire Board quorum was established with Mayor Romero, Mr. Fimbres, Ms. Rosenberry, Mr. Weber, and Mr. Adler attending in person.

**2. POLICE CONSENT AGENDA: ITEMS A – F**

**A. MINUTES FOR APPROVAL – April 04, 2024**

Special Meeting March 25, 2024

Special Meeting April 10, 2024

**B. PENSION PAYROLL – Additions and deletions to benefits**

<u>Name</u>	<u>Transaction Type</u>	<u>LDW</u>	<u>Eff Date</u>	<u>Ben Amount</u>
Wade, Marcel	NSR out of DROP	04/08/2024	05/01/2024	\$5,666.11
Spronken, Jaques	NSR	04/12/2024	05/01/2024	TBD
Brady, James	NSR	04/26/2024	05/01/2024	TBD
Buckner, Adam	LODD	03/31/2024	04/01/2024	TBD
Markes, James	Retiree Death	01/27/2024	02/01/2024	TBD
Sterner, Lois	Survior Death	02/21/2024	03/01/2024	TBD

\*Updated due to typo to reflect name change. Should have read Lois Sterner, survivor death, not Gary Sterner retiree death.

**C. ELECTION TO PARTICIPATE IN DROP**

<u>Name</u>	<u>Yrs of Srv</u>	<u>Date</u>	<u>Eff. Date</u>
Robinson, Kyle	28.123	04/30/2024	05/01/2024

**D. PRE-EMPLOYMENT PHYSICAL REQUIREMENT**

**Class: 23-3      Membership Date: 02/28/2024**

<u>Name</u>	<u>Date passed pre-employment physical</u>
Becker, Trevor	08/08/2023
Camacho, Ivan	08/28/2023
Crespo-Alvarez, Jorge	08/07/2023
Dominguez, Lia	08/18/2023
Bonillas, Laura	08/14/2023
Gil, Natalie	08/21/2023
Jamerson, Devon	08/07/2023
Monasterio, Christopher	08/07/2023
Montero-Garcia, Alexis	04/14/2023
Pierson, Tyree	08/11/2023

AUDIO RECORD ON FILE IN THE TUCSON POLICE AND FIRE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM BOARDS' OFFICE LOCATED AT THE TUCSON FIRE DEPARTMENT, FIRE CENTRAL, ROOM 131, 300 S. FIRE CENTRAL PLACE, TUCSON, ARIZONA – AVAILABLE UPON REQUEST.

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Rawson, Matthew	08/04/2023
Sanchez, Callen	08/28/2023
Sellers, Ryan	08/18/2023
Somoza, Maria	04/11/2023
Swanberg, Nathan	08/10/2023
Utrera Hernandez, Alexis	08/28/2023

**E. DROP EXTENSION APPROVALS**

<u>Name</u>	<u>End Date</u>	<u>Extension Approval Date</u>
Hanson, Francis	05/31/2024	01/19/2024
Andreacola, Christopher	04/20/2024	02/22/2024
Valencia, Linda	04/30/2024	03/07/2024

**F. APPROVAL OF EXPENDITURES**

<u>Company Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>	<u>Method</u>
Bossé Rollman PC	May Retainer	05/02/2024	\$ 400.00	Workday
Sunnyside Medicenter	New Eval. K. Zinn	03/28/2024	\$ 1550.00	Workday

**No action taken by the Fire Board on this Police Item.**

**3. FIRE CONSENT AGENDA: ITEMS A – E**

**A. MINUTES FOR APPROVAL- April 04, 2024**

Special Meeting March 25, 2024

**B. PENSION PAYROLL – Additions and deletions to benefits**

<u>Name</u>	<u>Transaction Type</u>	<u>LDW</u>	<u>Eff Date</u>	<u>Ben Amount</u>
Carrasco, Joyce	NSR out of DROP	04/25/2024	05/01/2024	\$3,104.52
Fimbres, Fernando	Retiree Death	03/17/2024	04/01/2024	TBD
McMullen, Charles	Retiree Death	03/14/2024	04/01/2024	TBD
Rentfro, Guy	Retiree Death	03/18/2024	04/04/2024	TBD
Wood, Donald	Retiree Death	02/15/2024	03/01/2021	TBD

**C. ELECTION TO PARTICIPATE IN DROP**

<u>Name</u>	<u>Yrs of Srv</u>	<u>Date</u>	<u>Eff. Date</u>
Tackett, Jason	25.299	04/30/2024	05/01/2024
Temkin, Joshua	20.019	04/24/2024	05/01/2024

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**D. DROP EXTENSION APPROVALS**

<u>Name</u>	<u>End Date</u>	<u>Extension Approval Date</u>
Oberdank, Kassandra	09/30/2024	03/21/2024

**E. APPROVAL OF EXPENDITURES**

<u>Company Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>	<u>Method</u>
Bossé Rollman PC	April Retainer	04/04/2024	\$ 400.00	Workday
Sunnyside Medicenter	New Eval. T. McNamara	03/28/2024	\$ 1550.00	Workday

**Motion** by Mr. Adler, seconded by Mr. Weber, that Fire Items A-E are adopted as written. Motion **CARRIED** by a roll call vote of 5-0.

**4. ANNUAL DISABILITY PHYSICAL – REQUIREMENT**

**Police**

<u>Name</u>	<u>DOM:</u>	<u>DOR:</u>	<u>Last Exam</u>	<u>Type</u>
Wingate, Carter	11/08/2013	04/27/2023	03/02/2023	Accidental

**No action taken by the Fire Board on this Police Item.**

**5. ANNUAL DISABILITY PHYSICAL – REQUIREMENT**

**Fire**

<u>Name</u>	<u>DOM:</u>	<u>DOR:</u>	<u>Last Exam</u>	<u>Type</u>
Simons, William	06/24/2007	04/30/2022	05/02/2022	Accidental

**Motion** made by Mr. Weber, seconded by Mr. Adler, that Mr. Simons be referred to the board physician for his required bi-annual physical in order to remain in compliance and eligible to continue receiving disability pension benefits.

Motion **CARRIED** unanimously (3-0).

**6. APPLICATION FOR DISABILITY PENSION- Review of Report**

**Police** - Attachments

<u>Name</u>	<u>Ret Date:</u>	<u>Eff Date:</u>	<u>Application Type</u>
Zinn, Kevin	N/A	N/A	Accidental

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**No action taken by the Fire Board on this Police Item.**

**7. LINE OF DUTY DEATH FOR FIRE- Attachments**

Thomas McNamara- DOD 06/21/2022, Surviving spouse Kathryn McNamara

Board Physician Dennis Thrasher’s opinion is that Mr. McNamara died as a result of his cancer being a direct and proximate result of his exposure as a firefighter for 32 years. Based on the report from Dr. Thrasher the board wishes to move forward with approving and recognizing Mr. McNamara’s passing as a line of duty death.

**Motion** made by Mr. Weber, seconded by Mr. Adler, that the Fire Board recognize Mr. McNamara’s passing as a line of duty death.

Motion **CARRIED** 5-0

**8. JOB DESCRIPTIONS FOR THE FUNCTION OF THE BOARDS**

Positions, pay rate and any additional benefits

The board reviewed the full packet provided by Human Resources that included job description, functions, and duties, pay grade, working titles and minimum job qualifications. The board added that they would like to see the office staffed with three full-time staff. They also said the office structure would be the Management Analyst II and Administrative Assistant reporting to the Lead Pension Analyst who would then report to the board. The board was flexible about what the job titles could be but would like to keep the duties specific to the Local Board Secretary and keep PSPRS in the title. They also felt that the Lead Pension Analyst and the Management II positions should remain appointed positions with the option to make the Administrative Assistant classified. It was discussed that the position be posted by the City Human Resources Department for a three-week period. Mayor Romero asked how long it would take to post the position. Ms. Rosenberry said that a new system had been implemented so she was not sure about the timeframe. The board decided to appoint a sub-committee to consist of Mr. Hackett of the Police

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Board, Mr. Adler of the Fire Board and Ms. Rosenberry as a member of both Police and Fire Boards.

**Motion** made by Ms. Rosenberry to take job descriptions and work with the City Pension Manager and Business Services Director to post the Lead Pension Analyst position for PSPRS and that that position report up through the Pension Manager, Business Services Director and that it is a civil service position. Also, that the boards be members of the selection committee (one member from the fire board and one member from the police board) and have oversight and access to the employees but supervision is through Business Services.

Motion **FAILED**

**Motion** made by Mr. Weber, seconded by Mr. Adler, that the Fire Board approve job descriptions as written with the adjustments as discussed.

Motion **CARRIED** 5-0

**Motion** made by Mr. Weber, seconded by Mr. Adler, that the Fire Board approve posting the Lead Pension Analyst position as an appointed position.

Motion **CARRIED** 4-1

**Motion** made by Mr. Adler, seconded by Mr. Weber, that the Fire Board approve posting the Lead Pension Analyst appointed position for PSPRS through the City and once the job is posted, allow for a three week application process after which, the sub-committee will review the applications.

Motion **CARRIED** 5-0

**Motion** made by Mr. Adler, seconded by Mr. Weber, that the Fire Board approve creating a sub-committee for selection of applicants of the Lead Pension Analyst position to consist of Mr. Hackett for the Police Board, Mr. Adler for the Fire Board and Ms. Rosenberry as a member of both Police and Fire Boards.

Motion **CARRIED** 5-0

## **9. RULES ON HOW TO ADJUST AND SET AGENDA- Attachment**

PSPRS Model Uniform Rules

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Mayor Romero asked that an amendment be made to the PSPRS Model Uniform Rules with Mr. Bossé providing the language regarding agenda setting. Mayor Romero said that on the Mayor and Council Board the agenda includes an item for future agenda items. Mayor Romero also asked that the agenda be sent to her and Mr. Bossé for review and approval prior to being distributed. Ms. Horn requested that these changes be made after the office is fully staffed to allow for proper time management. Mayor Romeo said she wants the changes to take effect immediately.

## 10. FUND/OFFICE INFORMATION

Ms. Horn said she provided draft ballots, reflecting the names of those that submitted a form declaring their candidacy, for the upcoming Police Board and Fire Board elections. She noted that that even though one of the ballots included only one name, an election was still needed as the statute requires that a board member be elected to a seat. Holding the election allows for the possibility of write in candidates. Ms. Horn requested that the draft ballots provided be ratified by a vote of the Police Board and a vote of the Fire Board.

Mr. Hackett did not receive the Solicitation for Nominees application via chain of internal distribution and expressed his intention in being considered a candidate for the PSPRS Police Board Election. The board discussed and approved the addition of Mr. Hackett's name to the official Police Election Ballot.

- PSPRS Board Elections
  - Fire Ballot Ratification

**Motion** made by Mr. Adler, seconded by Mr. Weber, to approve distribution of Fire Election Ballots.

Motion **CARRIED** 5-0 in a vote of the Fire Board.

- Police Ballot Ratification

### **No action taken by the Fire Board on this Police Item.**

- Miscellaneous / Other

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Mr. Weber requested that an agenda item be added to discuss compensation pay for Ms. Horn working out of class.

Mr. Bossé asked that a “call to the audience” item be added at the end of each agenda.

**11. ADJOURNMENT**

The next regular meeting of the Tucson Police and Fire Public Safety Personnel Retirement System Boards is scheduled for **9:00 a.m.** on **June 6, 2024** in Fire Central **Room 262**, Tucson Fire Department, 300 S. Fire Central Place, Tucson, AZ.

Mayor Romero adjourned the Fire Board meeting at 10:27 a.m.

\_\_\_\_\_  
Susanna Horn, Board Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Regina Romero, Chair

\_\_\_\_\_  
Date

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