



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

Tucson Fire PSPRS Board

Thursday, September 4, 2025, at 9:00 a.m.

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

To access the meeting by telephone through the Microsoft Teams conference call bridge, dial (213) 293-2303 then enter access code 901 633 955#

Mayor Romero called the Tucson Police and Tucson Fire PSPRS Board meetings to order at 9:04 a.m.

1. ROLL CALL

Fire Board Members:

Present:

Regina Romero	Chair
Jason Adler	Member
Anthony D'Onofrio	Member

Also Present:

Mark Ewings	Police Board Member
Alon Hackett	Police Board Member
Steve Bosse	Board Attorney
Elizabeth Curbelo	Board Secretary
Tammy Webb	Local Board Office

A Fire Board quorum was established with Mayor Romero and Mr. Adler attending in person. Mr. D'Onofrio attended virtually. Ms. Rosenberry and Mr. Fimbres were absent/excused.

2. POLICE CONSENT AGENDA: ITEMS A – D**A. MINUTES FOR APPROVAL – August 7, 2025****B. ELECTION TO PARTICIPATE IN DROP**

Name	Yrs of Srv	Date	Eff. Date
Loren Layton	25.128		09/04/2025
Raymond Vega	31.622		10/17/2025

C. PENSION PAYROLL – Additions and deletions to benefits

Name	Transaction Type	LDW	Eff Date	Ben Amount
Anna Egurrola	NSR out of DROP		09/05/2025	\$3,227.93
Linda Valencia	NSR out of DROP		08/27/2025	\$5,976.82
James Wakeman	NSR out of DROP		08/22/2025	\$3,664.54

D. APPROVAL OF EXPENDITURES

Company Name	Description	Date	Amount	Method
Bossé Rollman PC	August Retainer	08/01/2025	\$500.00	Workday

No action taken by the Fire Board on this Police Item

3. FIRE CONSENT AGENDA: ITEMS A – D**A. MINUTES FOR APPROVAL- August 7, 2025****B. ELECTION TO PARTICIPATE IN DROP**

Name	Yrs of Srv	Date	Eff. Date
NONE			

C. PENSION PAYROLL – Additions and deletions to benefits

Name	Transaction Type	LDW	Eff Date	Ben Amount
Benjamin Brochu	NSR		10/14/2025	\$3,434.76
Thomas Clark	NSR out of DROP		10/30/2025	\$3,074.14
Craig Orozco	NSR out of DROP		10/02/2025	\$3,731.69

D. APPROVAL OF EXPENDITURES

Company Name	Description	Date	Amount	Method
Bossé Rollman PC	August Retainer	08/01/2025	\$500.00	Workday

Motion by Mr. Adler, seconded by Mr. D’Onofrio, that Fire Items A-D are adopted as written.

Please note: Legal Action may be taken on any agenda item

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* Pursuant to ARS 38-431.03(A)(3) and (4): the board may hold an executive session for the purposes of obtaining legal advice from an attorney or attorneys for the Board or to consider its position and instruct its attorney(s) in pending or contemplated litigation. The board may also hold an executive session pursuant to A.R.S. 38-431.03(A)(2) for purposes of discussion or consideration of records, information or testimony exempt by law from public inspection.

Motion **CARRIED** by a roll call vote 3-0.

4. APPLICATION FOR DISABILITY PENSION

Fire – Attachments

<u>Name</u>	<u>Ret Date:</u>	<u>Eff Date:</u>	<u>Application Type</u>
Kelly Donahoo			Accidental

Motion by Mr. Adler, seconded by Mr. D’Onofrio, to refer Mr. Donahoo to an independent medical evaluation in connection with his accidental disability application.

Motions **CARRIED** by a roll call vote 3-0.

5. APPLICATION FOR DISABILITY PENSION

Police – Attachments

<u>Name</u>	<u>Ret Date:</u>	<u>Eff Date:</u>	<u>Application Type</u>
No additions or deletions at this time			

6. ADMINISTRATIVE ASSISTANT VACANCY- Status update

Ms. Curbelo introduced temp agency employee, Luz Ochotorena, who is currently assisting as an AA with organizing records and files in accordance with the approved PSPRS record retention schedule. Files that are no longer required to be kept are being destroyed using a confidential shredding company. Once the PSPRS Local Board office records are organized, the PSPRS Local Board office staff plans to convert hard copies into digital copy to minimize the volume of storage space currently being used.

7. Review of proposed 2026 PSPRS LOCAL BOARD MONTHLY MEETING DATES

Discussion took place to approve all proposed dates except the January and July meeting dates. Those meetings will be held on January 8th and on July 9th.

Motion by Mr. Adler, seconded by Mr. D’Onofrio, that the revised meeting dates are adopted as written.

Motion **CARRIED** by a roll call vote 3-0.

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8. Review of both the requested PSPRS budget vs the adopted PSPRS budget and review of PSPRS Local Board staff salaries

Ms. Curbelo informed the board members that the PSPRS Local Board budget did not reside in the same location as the previous year in the Workday system and the budget approved by the PSPRS Local Board members was reduced not only from what was approved by the local board members but also from the prior FYE25 without notification to the PSPRS Local Board office. Mr. Adler commented that this seems to be a recurring issue year after year. He would like to see the PSPRS office have its own department number. Mayor Romero would like to see Ms. Curbelo as the Manager and Board Secretary of the PSPRS Local board office be included in budget conversations as they pertain to the PSPRS Local board office budget. Legal Counsel Bosse stated that the budget approved by the Board each year is what should be adopted by the City. After further discussion, Mayor Romero stated that Ms. Curbelo should be contacted by the city budget office for anything related to the PSPRS Local Board office budget. PSPRS board members would like to see the PSPRS local board office be placed in the City of Tucson organization as their own department as issues have continually surfaced over the years due to the PSPRS local board office not having a designated permanent place in the City of Tucson organization. Ms. Curbelo will contact Ms. Rosenberry for information on how to make this happen.

Ms. Curbelo asked the board members to consider providing her and Ms. Webb with the 3% salary increase as merit that had been approved by the PSPRS board members in the submitted FYE26 budget. She and Ms. Webb have been diligently running what was formally a 3-person office while providing great service to PSPRS members. Legal Counsel Bosse stated that the local board members have the right to determine the Board Secretary's salary. He further stated that both the PSPRS Tucson Police and Tucson Fire local board members approved a 3% salary increase for the PSPRS local board staff when the FY26 budget request was submitted. The adopted FYE26 budget includes sufficient funds to absorb the approved 3% staff salary increase. He further stated that it's the decision of the PSPRS pension board members on when and how to make the pay raises be processed while informing the City of their plan. The board members will need to decide on an effective date for the increases. Ms. Curbelo has been asked to work with Ms. Rosenberry and find out what are the salary ranges for other department heads in the City of Tucson and what is necessary to process the approved salary increases for the PSPRS Local Board staff. Mayor Romero is very worried that budgeting office personnel is not contacting Ms. Curbelo as the Manager and Board Secretary of the PSPRS Local Board office and how important it is to not just apply blanket city policies to the PSPRS local board budget and staff. She further stated the Ms. Curbelo needs to meet with the City of Tucson budget director to have direct conversations so that they know exactly who she is before making any changes to the PSPRS local board office budget.

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9. FUTURE AGENDA ITEMS

- A. PSPRS local board budget status
- B. PSPRS Local Board staff pay adjustment

10. FUND/OFFICE INFORMATION

- A. Ms. Curbelo thanked Mr. Adler for creating an informative flyer on services provided by the PSPRS Local Board Office to include the names and contact information of the Local Board office staff. Mr. D'Onofrio will be sending a copy of the flyer to the Tucson Fire union members. Mr. Ewings sent the flyer to Tucson Police PSPRS members. Mayor Romero suggested that the flyer also be provided to the City of Tucson human resources, budget, and benefits departments. Mayor Romero asked that this flyer also be provided to the City of Tucson human resources department, budget department, and benefits department.
- B. Tyler Brendt with Tucson Fire stopped by the PSPRS local board office and suggested scheduling an annual information session for PSPRS members on services provided by the PSPRS local board office while providing an opportunity for questions and answers. Board members support this recommendation and encourage Ms. Curbelo to participate in the upcoming Tucson Police and Tucson Fire Wellness session soon to be scheduled.
- C. FOP sent out a flyer with outdated contact information for the PSPRS Local board office. Ms. Curbelo contacted the sender and provided the current contact information that has now been updated.
- D. Mr. Adler asked about how executive sessions are handled. Legal Counsel Bosse explained that an executive session can occur anytime under 3 conditions: legal advice, discussing medical records, and personnel.
- E. Mayor Romero informed the local PSPRS Tucson Fire board that Mayor and Council are having an executive session next Tuesday to provide directions on PSPRS Firefighters presumptive cancer.

11. CALL TO AUDIENCE

NONE

12. 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 Thursday, October 2, 2025**, in Fire Central **Room 262**, Tucson Fire Department, 300 S. Fire Central Place, Tucson, AZ.

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