



Tucson Police and Fire PSPRS Boards
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MEETING MINUTES

Tucson Fire PSPRS Board

Thursday, November 6, 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#

PSPRS Tucson Fire Local Board member, Jason Adler, called the Tucson Police and Tucson Fire PSPRS Board meetings to order at 9:04 a.m.

1. ROLL CALL

Fire Board Members:

Present:

Jason Adler	Member
Anthony D'Onofrio	Member
Anna Rosenberry	Member

Also Present:

Alon Hackett	Police Board Member
Steve Bosse	Board Attorney
Elizabeth Curbelo	Board Secretary
Tammy Webb	Local Board Office
Angele Ozoemelan	Public Member
Anna Rojo-Keene	Public Member
Kelly Donahoo	Public Member

A Police Board quorum was not established with Mayor Romero, Mr. Ewings, and Mr. Fimbres being absent excused while Ms. Rosenberry attended virtually and Mr. Hackett attended in person. Therefore, the PSPRS Tucson Police Local Board meeting was cancelled.

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

Motion by Mr. Adler, seconded by Mr. D’Onofrio, to appoint PSPRS Tucson Fire Local Board member Jason Adler as Chair for this meeting.

Motion **CARRIED** by a voice vote 3-0.

2. POLICE CONSENT AGENDA: ITEMS A – D

A. MINUTES FOR APPROVAL – October 2, 2025

B. ELECTION TO PARTICIPATE IN DROP

<u>Name</u>	<u>Yrs of Svce</u>	<u>Date</u>	<u>Eff. Date</u>
Preston Hould	20.160		11/01/2025
Chad Kasmar	25.016		01/05/2026
Ericka Stropka	26.634		02/23/2026
Leslie Gallaher	20.129		02/23/2026

C. PENSION PAYROLL – Additions and deletions to benefits

<u>Name</u>	<u>Transaction Type</u>	<u>Eff Date</u>	<u>Ben Amount</u>
Leon Gutierrez	NSR out of DROP	10/09/2025	\$4,582.79
John Potter	NSR out of DROP	01/30/2026	\$4,985.59
Christopher Widmer	NSR	10/21/2025	\$9,919.69

D. APPROVAL OF EXPENDITURES

<u>Vendor Name</u>	<u>Description</u>	<u>Date</u>	<u>Amount</u>	<u>Method</u>
Bosse Rollman PC	October Retainer	10/01/2025	\$500.00	Workday
Sunnyside Medcenter R Carpenter	IME	09/25/2025	\$1,375.00	Workday

No action taken by the Fire Board on this Police Item

3. FIRE CONSENT AGENDA: ITEMS A – E

A. MINUTES FOR APPROVAL- October 2, 2025

B. SPECIAL MEETING MINUTES FOR APPROVAL- October 7, 2025

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.

C. ELECTION TO PARTICIPATE IN DROP

Name	Yrs of Svce	Date	Eff. Date
Daniel Heffelfinger	25.049		12/20/2025
John Comaduran	25.029		12/13/2025
Joshua Housman	25.06		12/22/2025
Michael Carsten	27.086		12/22/2025
Charles Dent	25.161		01/30/2026

D. PENSION PAYROLL – Additions and deletions to benefits

Name	Transaction Type	LDW	Eff Date	Ben Amount
Brett Allen	NSR		12/16/2025	\$4,292.61
Evan Briggs	NSR out of DROP		10/27/2025	\$3,263.14
John Gulotta	NSR out of DROP		12/13/2025	\$6,030.60
Kyle Hansen	NSR out of DROP		12/31/2025	\$5,024.96
Shannon Potter	NSR out of DROP		12/27/2025	\$3,954.00

E. APPROVAL OF EXPENDITURES

Vendor Name	Description	Date	Amount	Method
Bosse Rollman PC	October Retainer	10/01/2025	\$500.00	Workday

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

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

4. DISABILITY PENSION APPLICATION UPDATE- Dan Deloria

The requested additional information was obtained from both the employer and member as provided in the binders for additional review.

ITEM 4 has been tabled to the December 4, 2025, PSPRS Tucson Police Local Board meeting.

5. APPLICATION FOR DISABILITY PENSION**Fire – Attachments**

Name	Ret Date:	Eff Date:	Application Type
Shannon Potter			Accidental

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

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

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6. DISABILITY PENSION REVIEW OF IME REPORT**Police** – Attachments

<u>Name</u>	<u>Ret Date:</u>	<u>Eff Date:</u>	<u>Application Type</u>
Robert Carpenter			Accidental
John Martinez			Ordinary

No action taken by the Fire Board on this Police Item

7. DISABILITY PENSION REVIEW OF IME REPORT**Fire** – Attachments

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

Motion by Mr. D’Onofrio, seconded by Mr. Adler, to approve Mr. Donahoo’s application for an accidental disability retirement based on the IME report from Dr. Thrasher stating that the primary reason for the disability is work-related.

Both Mr. D’Onofrio and Mr. Adler thanked Mr. Donahoo for his service.

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

8. ADMINISTRATIVE ASSISTANT POSITION STATUS UPDATE

Request for approval to hire current temp employee Luz Ochotorena effective November 17th for the permanent part-time Administrative Assistant position at an hourly rate of \$24.96 based on her years of experience.

Legal Counsel Bosse stated that the Fire board can approve her hiring and the Police Board can ratify the hiring at the December 4th meeting

Motion by Mr. Adler, seconded by Ms. Rosenberry, to approve Ms. Ochotorena to be appointed into a permanent part-time Administrative Assistant position in PSPRS Tucson Police and Tucson Fire Local Board Office effective November 17, 2025, at a \$24.96 hourly rate.

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

9. PSPRS LOCAL BOARD BUDGET STATUS UPDATE

The PSPRS office has been placed as a separate unit under the BSD (Business Services Department) in the City of Tucson organization. See organizational chart provided in binders.

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ITEM 9 has been tabled for the December 4, 2025, PSPRS Tucson Police and Tucson Fire Local Board meeting.

10. PSPRS LOCAL BOARD OFFICE EMPLOYEES PAY REVIEW/UPDATE

- .75% increase for Board Secretary is accurate based on City of Tucson criteria
- No market adjustments provided to PSPRS Local Board office employees
- Request from Board Secretary to have City of Tucson title changed from Sr. pension analyst to Administrator, PSPRS Local Board Office (a title to be created)

ITEM 10 has been tabled for the December 4, 2025, PSPRS Tucson Police and Tucson Fire Local Board meeting.

11. FUTURE AGENDA ITEMS

- Police Board Items 2, Item 4, Item 6
- Discuss Items 9 and 10
- Item 8 for Ratification by PSPRS Tucson Police Local Board

12. FUND/OFFICE INFORMATION

- Office closed for Veteran's Day
- Office closed for Thanksgiving on Thurs/Fri

13. CALL TO AUDIENCE

- Anna Rojo-Keene from Mayor Romero's office informed the board that she will be filling in for Genesis temporarily with Mayor Romero.
- Angele Ozoemelan, Director of Business Services Development, informed the PSPRS Local boards that it was a pleasure working with Elizabeth on finding a place for the board operations in the City of Tucson organization.

14. ADJOURNMENT

The next regular meeting of the Tucson Police and Fire Public Safety Personnel Retirement System Boards is scheduled for **9:00 a.m., Thursday, December 4, 2025**, in Fire Central **Room 262**, Tucson Fire Department, 300 S. Fire Central Place, Tucson, AZ.

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