



NORTHWEST FIRE/RESCUE DISTRICT LOCAL PENSION BOARD

SERVING RESIDENTS OF THE NORTHWEST FIRE DISTRICT, THE FLOWING WELLS COMMUNITY AND
THE TOWN OF MARANA

Administration/Prevention and Safety ○ 5225 W. Massingale Road ○ Tucson, AZ 85743

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MINUTES OF THE NORTHWEST FIRE DISTRICT (NWFD) PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM LOCAL PENSION BOARD MEETING MINUTES

June 14, 2018

CALL MEETING TO ORDER

The meeting was held in the Conference Room of the NWFD Administration/Prevention and Safety Building, 5225 W. Massingale Road, Tucson, Arizona 85743.

TAKE ATTENDANCE AND DETERMINE IF A QUORUM EXISTS:

Present: Rebecca Arend-Hicks, Chairperson
Patrick Pettigrew, Board Member
Michael J. Brandt, Board Member
Telephonically: Brent Mobbley, Board Member
Patricia Aguilar, Board Secretary
Excused: Clinton Green, Board Member

Attendance was taken and a quorum existed with three (3) voting members physically present, and one (1) telephonically present of the five (5) voting members.

Additional Attendees: Steve Bossé, Attorney for NWFD Local Pension Board, Lisa McCoy, Human Resources Supervisor, and Jessica Cassidy, Human Resources Technician.

SALUTE TO THE FLAG OF THE UNITED STATES OF AMERICA

Rebecca Arend-Hicks led the Pledge of Allegiance.

REVIEW, AMEND, AND APPROVAL OF THE MARCH 26, 2018, LOCAL PENSION BOARD MEETING MINUTES.

Patrick Pettigrew made the following motion, seconded by Michael J. Brandt and approved unanimously:

Motion to approve the minutes of the May 08, 2018, Local Pension Board meeting.

BUSINESS

REVIEW, DISCUSSION AND ACTION ON GARY WEST'S RETIREMENT APPLICATION, EFFECTIVE JULY 31, 2018.

Patrick Pettigrew made the following motion, seconded by Michael J. Brandt, and approved unanimously.

Motion to approve Gary West's retirement application, effective July 31, 2018.

REVIEW, DISCUSSION AND ACTION ON ANTHONY (TONY) FRANZ'S RETIREMENT APPLICATION FOR THE DEFERRED RETIREMENT OPTION PLAN (DROP), EFFECTIVE MAY 13, 2018.

Patrick Pettigrew made the following motion, seconded by Michael J. Brandt, and approved unanimously.

Motion to approve Anthony Franz's DROP application, effective May 13, 2018.

REVIEW, DISCUSSION AND ACTION ON BEGINNING THE PHYSICAL EXAM PROCESS FOR DISABILITY RETIREES.

Attorney Bosse explained that it was the Local Pension Board's obligation per statute to have the Board's selected medical professional conduct a physical exam of disability retirees. Based on the Board's decision to do a physical exam every two (2) years, one was now due of the two (2) disability retirees who have not reached normal retirement.

Patricia Aguilar, Local Pension Board Secretary, stated that the medical professional has already been contacted and made aware of the upcoming exams to be scheduled. In July she will be contacting the disability retirees placing them on notice and assisting them with the process.

Attorney Bosse, said once the process is complete the results will be presented to the Board for review and discussion.

No Motion needed at this time.

DISCUSSION AND UPDATE ON PROGRESS TO ESTABLISH A POLICY RESOLVING APPLICATIONS TO PARTICIPATE IN PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM (PSPRS) BY NEW EMPLOYEE(S) ASSIGNED TO PREVENTION AND SAFETY.

Attorney Bosse stated that at this time a policy has not been created based on the need for further discussions between staff.

Patricia Aguilar, Local Pension Board Secretary, stated she was in contact with LaDawn, manager of the PSPRS Active Department, who is requesting a job description for the Fire Investigator position. Ms. Aguilar met with Division Chief Donald Garcia, who oversees the Prevention and Safety Division, to request a job description be submitted. A final draft job description is pending and will be presented to the Local Pension Board prior to forwarding it to PSPRS.

No Motion needed at this time.

CALL TO THE PUBLIC

None

Patricia Aguilar, Local Board Secretary will follow up with Local Pension Board Members to schedule the next Local Pension Board meeting in July.

ADJOURNMENT

Motion to adjourn the meeting was made by Patrick Pettigrew and seconded by Michael J. Brandt, and approved unanimously.

The meeting adjourned at 1:43 PM.