



MINUTES

Highlands Fire District PSPRS Local Board

June 29, 2022 at 3:00 PM

Fire Station 23, Board Room
3350 Old Munds Hwy, Flagstaff, Arizona 86005

Call to Order:

A meeting of the PSPRS Local Board was called to order at 3:05 PM.

Board Members:

Membership PSPRS Local Board. Mr. Brad Bippus serves as the Highlands Fire District Fire Board's designee and chairperson of the Local Board. Citizen members on the Local Board include Ms. Jayme Jones and Mr. Scott Talboom, whose terms expire on March 30, 2024 and March 30, 2026 respectively. Local Board members elected by secret ballot include Firefighter Lance Kohl and Firefighter Clayton Ahrendt, whose terms expire on March 30, 2024 and March 30, 2024 respectively.

Attendance:

Attending the meeting were Mr. Brad Bippus, Chairperson; Ms. Jayme Jones, Secretary; and Firefighter Clayton Ahrendt. Absent from the meeting were Mr. Scott Talboom and Firefighter Lance Kohl.

Welcome:

Chairperson Bippus welcomed members of the PSPRS Local Board; there were no visitors attending.

Approval of Minutes:

A. Consideration to approve February 8, 2022 Meeting Minutes. The Local Board reviewed the minutes of the February 8, 2022 Regular Meeting. A **MOTION** was made by Ms. Jones and was seconded by Firefighter Ahrendt to accept the minutes as presented; the motion was unanimously **APPROVED**.

Discussion and Possible Action:

A. Review Pre-Membership Physical Report for Austin Braunberger per A.R.S. § 38-859(A) (1); consideration to approve PSPRS membership.

Ms. Jones provided the Board with Pre-Membership Medical Examination Report concerning Austin Braunberger. Reports from medical providers indicated that Mr. Braunberger has no pre-existing conditions identified or declared.

After discussion, a **MOTION** was made by Ms. Jones and was seconded by Firefighter Ahrendt to accept the Pre-Membership Physical Reports with no pre-existing conditions, and approve Mr. Braunberger's membership in PSPRS. The motion was unanimously **APPROVED**.

B. Update regarding PSPRS Pension funding Policy.

Ms. Jones informed the Local Board that the Fire Board approved the FY 2023 Pension Funding Policy per A.R.S. §38-863.01. The Local Board reviewed the Pension Funding Policy.

C. Review Local Board training requirement per A.R.S. § 38-847(C).

Ms. Jones informed the Local Board that members appointed or elected after January 1, 2022 must complete prescribed training within 180 days. Specifically, Mr. Talboom and Firefighter Ahrendt are required to review three videos prepared by PSPRS prior to October 1, 2022. Ms. Jones will email links to the online videos for their review.

Closing Comments:

There were no additional comments.

Adjournment:

A **MOTION** was made by Ms. Jones and was seconded by Firefighter Ahrendt to adjourn; the motion was unanimously **APPROVED**. The meeting adjourned at 3:10 PM.

Respectfully submitted,
Jayme Jones, Secretary PSPRS Local Board

Pursuant to A.R.S. § 38-847(G) ...No later than twenty days after taking action, the local board shall submit to the board of trustees the minutes from the local board meeting that include the name of the member affected by its decision, a description of the action taken and an explanation of the reasons and all documents submitted to the local board for the action taken, including the reports of a medical board...

Pursuant to A.R.S. § 38-847(H)(2). The applicant-board of trustees receives notification of the local board's original action as prescribed by subsection G of this section by certified mail.

Pursuant to A.R.S. § 38-847(M) ...The secretary of the local board shall keep a record and prepare minutes of all meetings ... and forward the minutes and all necessary communications to the board of trustees as prescribed by subsection G of this section.

Attn: Fund Manager
3010 E Camelback Rd, Ste. 200
Phoenix, Arizona 85016
Or
Email to localboards@psprs.com