

MINUTES OF A SPECIAL JOINT MEETING OF THE PUBLIC SAFETY POLICE AND FIRE RETIREMENT BOARDS OF THE CITY OF GOODYEAR, ARIZONA, HELD AT GOODYEAR CITY HALL, ROOM 117, 190 NORTH LITCHFIELD ROAD, GOODYEAR ARIZONA, ON JANUARY 18, 2013, AT 8:30 A.M.

The meeting was called to order at 8:35 a.m. by Chairman Bill Stipp.

BOARD MEMBERS PRESENT: Chairman Bill Stipp, Justin Hughes, Police Department Representative; Pete Gutierrez, Police Department Representative; Michael Stewart, Goodyear Citizen and Representative; Jay Mathias, Goodyear Citizen and Representative; Joe Hernandez, Fire Department Representative; and Patrick Doyle, Fire Department Representative

BOARD MEMBER ABSENT: None.

OTHERS PRESENT: Maureen Scott, Secretary to the Board

BUSINESS:

3.1 REVIEW AND CHANGE PRE-EXISTING CONDITION FORM FOR POSSIBLE ADOPTION

Chairman Stipp explained Section D of the Board Rules and Procedures stating there is a process when pre-existing conditions are noted. The Board discussed that it is important to have this form in place, because it shouldn't be the Board's decision on what pre-existing conditions the employee has. This should be documented by the health care provider and reviewed by the employee.

Kathy Steadman, Counsel Attorney, provided a pre-existing condition form to the Board Secretary to review with the Board to incorporate into the pre-employment application process. She also sent a 30 day pre-existing form letter that she recommended sending to the applicants to advise them they have 30 days to respond to the pre-existing conditions listed on their questionnaire.

Chairman Stipp reviewed the 30 day letter that was sent out to the three employees who state pre-existing conditions and there was some confusion on what the employees needed to provide. The Board discussed and reviewed the letter to make it clearer to the applicants.

3.4 REVIEW RULES OF PROCEDURE FOR POLICE AND FIRE PUBLIC SAFETY PERSONNEL RETIREMENT BOARDS CONCERNING PRE-EXISTING CONDITION PROCESS

The Board re-worded the letter to make it more clear to the employees, therefore, the Rules of Procedure did not need to change.

**Motion** by Boardmember Doyle, **seconded** by Boardmember Mathias, to approve the Pre-Existing Condition Form and 30 day pre-existing letter with changes made by the Board, **passed** unanimously by a 5-0 vote.

4.0 COMMUNICATIONS FROM CITIZENS

None

5.0 ADJOURNMENT

There being no further discussion to be brought before the Boards at this time, Chairman Stipp adjourned the meeting at 8:17 a.m.

**Motion** by Boardmember Doyle, **seconded** by Boardmember Mathias to adjourn the joint meeting, **passed** unanimously by a 5-0 vote.

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Maureen Scott, Secretary, PSPRB

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Bill Stipp, Chairman, PSPRPB

CERTIFICATION OF BOARD MINUTES

I hereby certify that the minutes are a true and correct copy of the minutes of the Special Joint Meeting of the Public Safety Personnel Police and Fire Retirement Boards of the City of Goodyear, Arizona, held on 1/18/2013. I further certify that the meeting was duly called and held and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_. 2013

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Maureen Scott, Secretary  
Public Safety Personnel Police and Fire Retirement Boards