

## ACTION AGENDA

THE SPECIAL SESSION OF THE POLICE AND FIRE ADVISORY COMMITTEE (PFAC) WAS HELD ON MONDAY, SEPTEMBER 18, 2017, AT 5:30 P.M. IN THE BISBEE MUNICIPAL BUILDING LOCATED AT 118 ARIZONA STREET, BISBEE, ARIZONA

THE MEETING WAS CALLED TO ORDER BY ELSA DEWITT AT 5:33 PM/

### ROLL CALL

#### **Committee Members:**

Phillip Martinez, Ward 1 - Present  
Thomas Patterson, Ward 1 - Present  
Robert Cohn, Ward 2 – Present  
Cynthia Conroy, Ward 2 – Present  
Elsa DeWitt, Ward 3 – Present  
Mary Ferguson, Ward 3 – Excused  
Alice Hamers, Member at Large - Present

#### **Police Department Representatives**

Joey Long, Interim Deputy Chief - Excused  
Janus Poppe, Sergeant - Present

#### **Fire Department Representatives**

Robert Cline, Firefighter/EMT - Present  
Brandon Davey, Captain/Paramedic - Present

#### **City Staff:**

Monica Flores, Interim Personnel Director - Present  
Albert Echave, Chief of Police - Present  
George Castillo, Fire Chief - Present

#### **City Council Liaison:**

Frank Davis, Councilmember Ward I - Present

THE FOLLOWING ITEMS WERE CONSIDERED, DISCUSSED, AND/OR DECIDED UPON AT THIS MEETING:

### **GENERAL BUSINESS**

1. Approval of the Minutes of the Regular Session of the Police and Fire Advisory Committee (PFAC) held on July 31, 2017 at 5:30 PM.

Monica Flores, Interim Personnel Director

*Ms. Conroy stated she was not in agreement with the minutes as they were revised. She stated she did not believe the minutes should be revised or passed in the revised format. Ms. DeWitt stated that she had advised Ms. Williams, Deputy City Clerk that the revisions were only recommended and that the original minutes should be attached to the file. Ms. Flores advised Ms. DeWitt that the note she received stated that Ms. DeWitt said these were the revised minutes to be included in the packet and they should be retyped and submitted as the final. Mr. Patterson said he did not think the group should review the minutes until the regular meeting in November.*

**MOTION:** Thomas Patterson moved to table the reading of minutes until the Regular Meeting in November.

**SECOND:** Robert Cohn

**MOTION PASSED:** Unanimously

### **OLD BUSINESS**

**NEW BUSINESS**

2. Election of a Secretary (from Citizen Membership) to assist Monica Flores with the minutes.

*The committee discussed the possible election of a Secretary (Alice Hamers) to assist Monica Flores with the minutes. Cynthia Conroy questioned whether the committee could do that. She stated that the minutes are not meant to be a detailed description of what transpires in a meeting and that she objects. If members aren't present for a meeting they can go into the Clerk's office and request a copy of the recording at a fee to find out what happened. Alice Hamers stated she was willing to help by taking notes and preparing minutes of the meetings. Cynthia Conroy again stated that Ms. Hamers cannot rewrite the minutes, and that the committee should allow Ms. Flores to do the minutes as she has been trained to do and that should be enough. Ms. Hamers stated that all the minutes she takes will be forwarded to Ms. Flores.*

**MOTION:** Mr. Patterson moved to nominate Alice Hamers as co-secretary to assist.  
**SECOND:** Mr. Cohn **MOTION PASSED:** 4 - 2

3. Distribute and prepare PFAC binders (handout).

*Ms. Dewitt distributed the binders and discussed each section. Ms. Dewitt explained the reason she called the Special Session was she felt the last meeting left several issues up in the air. Committee members Cohn (Patterson and Conroy agreed) felt that the issues were not left up in the air. Mr. Patterson stated that he recalled the committee was going to wait until the November meeting to see the Police and Fire presentations and give them an opportunity to show the committee how they handle complaints and concerns. He felt that it was not productive to use the form Ms. Dewitt included in the agenda and not wait for employee input.*

4. Distribute updated PFAC Member List (handout).
5. Open Meeting Law – Anyone can attend the meetings – (Optional discussion regarding inclusion of “Open Call to the Public” to allow for public comment during PFAC meetings).

**AGENDA OF THE SPECIAL SESSION OF THE POLICE AND FIRE ADVISORY COMMITTEE**  
**September 18, 2017**

6. Discussion on establishing rules and procedures for documenting and submitting citizen concerns and complaints per Ordinance O-03-10 4.6.7 A., and review, discuss and possible approval of draft form (handout).  
Mr. Cohn stated he did not believe these items warranted a Special Session.

**MOTION:** Mr. Cohn motioned to adjourn until regularly scheduled November meeting.

**SECOND:** Mr. Patterson **MOTION PASSED:** 3 to 3 (passed by Chair)

**ACTION AGENDA THE SPECIAL SESSION OF THE POLICE AND FIRE ADVISORY  
COMMITTEE** **SEPTEMBER 18, 2017**

*Mr. Patterson he agreed that a Special Session wasn't warranted in this situation. He feels the group should wait to hear from Police and Fire at the Regular Session before this item is discussed. Conroy agreed that this didn't constitute a Special Session. Mr. Patterson feels everyone should be fully invested. He reminded the group that they already reviewed the Ordinance with Mayor Smith at the first meeting. Ms. Hamers stated that Mayor's Smith discussion on the Ordinance was not exactly accurate. Ms. Conroy suggests a "Work Session", though there is no provision in the Ordinance for this, and asked whether the Special Session was a Work Session?*

*Mr. Patterson reminded the group that there was a Motion. Ms. DeWitt (Chair) feels that the group got off on the wrong foot, and is willing to put off discussing this until the group can have a work session after hearing from the Police and Fire at the next Regular meeting so the group can decide how to move forward.*

*Mr. Cohn stated the last 45 minutes the group has done nothing but argue, and needs to all come back with a clear head. Ms. DeWitt (Chair) agrees to adjourn the meeting.*

7. Discussion and review of Ordinance O-03-10 all sections and 4.6.7 G, Ideas for "actively seeking out the views and concerns of citizens that make up Bisbee's diverse community".

**COUNCIL COMMENTS OR FUTURE AGENDA ITEMS SUGGESTIONS:**  
(Committee members may suggest topics for future meetings agendas, but Committee will not discuss, deliberate or take any action on these topics.):

**NEXT SPECIAL MEETING WILL BE HELD MONDAY, NOVEMBER 13, 2017 AT 5:30 PM.**

**ADJOURNMENT: MEETING ADJOURNED BY MS. DEWITT AT 6:20 PM.**