**RINCON VALLEY FIRE DISTRICT**

**MINUTES OF THE PUBLIC SAFETY PERSONNEL RETIREMENT SYSTEM**

**LOCAL PENSION BOARD MEETING**

Tuesday, December 21, 2021

11:00 am RVFD Station 2

14550 E. Sands Ranch Rd.

Vail, AZ 85641

Note: The Board may vote to go into executive session at any time during the meeting on any item set forth below pursuant to Arizona Revised Statutes 38-431.03 (A) (3), for the purpose of consultation for legal advice with the board’s attorney regarding any agenda item.

Note: From time to time, it may be necessary for Board Members to participate in Board meetings via speaker telephone, or virtual meeting.

**MINUTES**

**1. Call to Order** - The meeting was held in the Prevention Room of the RVFD Administration Building, 14550 E. Sands Ranch Rd. Vail, AZ 85641.

Jennifer Spears, Chairperson, called the meeting to order at 11:00 a.m.

* **Roll Call of Fire Board Members** – **TAKE ATTENDANCE AND DETERMINE IF A QUORUM EXISTS:**

Present: Jennifer Spears, Chairperson present by virtual meeting

Richard Reed, Board Member present

Cameron McQuillen, Board Member absent

Jeremy Curtis, Board Member present by virtual meeting

Danielle Carrillo, Board Member present by virtual meeting

Attendance was taken and a quorum existed with four (4) voting members present.

Additional Attendees: Jayme Kahle, RVFD Fire Chief, Administrative Manager, Laura Bucklin. Bruce Conley was also in attendance.

* **Date of next meeting** – TBD.

1. **Public Appearances**

* Call to public – No response.

1. **Approval of prior meeting minutes**

* Pension Meeting of November 24, 2021 – Motion by Member Reed, second by Chairperson Spears to approve the minutes of the November 24, 2021 Pension Board Meeting. Motion passed 4 to 0. Minutes will be emailed to board members for e-signatures.

1. **Review, discussion and possible action regarding the Pension Board Members Terms.**

* Two Positions are up for renewal. Member Cameron McQuillen and Member Jeremy Curtis terms will expire end of November 2021. Jeremy Curtis has expressed interest in serving another term, and based on not receiving nominations for the secret ballots, Cameron McQuillen has expressed interest in serving another term as well.

-Motion by Member Carrillo, second by Chairperson Spears to appoint Jeremy Curtis and Cameron McQuillen to serve another term as new Pension Board Members and sign the Oath of Office. Motion passed unanimously 4 to 0.

1. **Review, discussion and possible action regarding the Application for Deferred Retirement Option Plan (DROP) for Firefighter/Paramedic Bruce Conley.**

* The Local Pension Board had the opportunity to review the Application for Deferred Retirement Option Plan (DROP) for Firefighter Paramedic Bruce Conley.

**-**Motion was made by Member Reed, and second by Member Carrillo to accept the Application for Deferred Retirement Option Plan and submit to the Public Safety Personnel Retirement System for processing. Motion passed unanimously 4 to 0.

1. **ADJOURNMENT**

* Motion by Member Reed, seconded by Chairperson Spears, and approved unanimously 4 to 0: Motion to adjourn the meeting. The meeting adjourned at 11:06 a.m.

Dated this 21st day of December 2021.

Rincon Valley Fire District Local Pension Board

Chairperson Spears

Member Reed

Member McQuillen

Member Carrillo

Member Curtis