

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

**GLENDALE LOCAL FIRE BOARD**

**October 28, 2009 – 9:00 a.m.**

City Hall, 4<sup>th</sup> Floor Conference Room  
5850 W. Glendale Ave.  
Glendale, AZ

**MEMBERS PRESENT:** Larry Clark, Citizen Board Member, Acting Chair  
City Manager Ed Beasley, Board Member  
Capt. Mark Manor, Fire Board Member

**STAFF PRESENT:** Alma Carmicle, Human Resources Director and Board Secretary  
Nick DiPiazza, Chief Deputy City Attorney  
Patty Frey, Deputy Fire Chief  
LaTrisse Kuzinski, Human Resources Support Staff  
Marcia Zientek, Human Resources Support Staff

**MEMBERS ABSENT:** Mayor Elaine Scruggs, Chair  
Capt. John Holland, Fire Board Member

**Call to Order**

Larry Clark, Acting Chair, called to order the Local Fire Board meeting at 10:00 a.m.

**Review and Approval of the September 2, 2009 Local Fire Board Meeting Minutes**

The Minutes of the September 2, 2009 Local Fire Board meeting were reviewed. Mark Manor moved to accept the Minutes as presented. Ed Beasley seconded the motion. The Board voted and passed the motion unanimously.

**Review and Approval of Application for Retirement from Deferred Retirement Option Plan (“D.R.O.P.”) – Robert B. Cowan**

The Local Fire Board reviewed Robert B. Cowan’s D.R.O.P. retirement application. Robert B. Cowan, Fire Captain, has 25 years of credited service. He had elected to participate in the D.R.O.P. for a period of sixty (60) months beginning on October 27, 2004. On or after this date, employee and employer contributions ceased to be made into the Public Safety Personnel Retirement System (“PSPRS”). He was required to terminate his employment with the City of Glendale Fire Department on or before October 31, 2009.

Mark Manor moved to approve the D.R.O.P. retirement application submitted by Robert B. Cowan, Fire Captain. Ed Beasley seconded the motion. The Board voted and passed the motion unanimously.

**Review and Approval of Application for Separation Refund from Deferred Retirement Option Plan (“D.R.O.P.”) – Mary Candice Hyyppa**

The Local Fire Board reviewed the application for separation refund from D.R.O.P. for Mary Candice Hyyppa, Fire Battalion Chief.

Mark Manor moved to approve the Application for Separation Refund from D.R.O.P. submitted by Mary Candice Hyyppa, Fire Battalion Chief. Ed Beasley seconded the motion. The Board voted and passed the motion unanimously.

**Review and Consider Request to Give the PSPRS Board Secretary Authorization to Sign Normal and D.R.O.P. Applications Subject to Subsequent Board Approval**

The Board reviewed and considered the request to give authorization to the PSPRS Board Secretary to sign Normal and D.R.O.P. applications, subject to subsequent Board approval, when the PSPRS Fire Board cannot convene.

Mark Manor motioned to approve the request for the PSPRS Board Secretary to sign Normal and D.R.O.P. applications in cases where the board does not meet on a regularly scheduled date, and with Board approval to follow at their next meeting. Ed Beasley seconded the motion. The Board voted and passed the motion unanimously.

**New Business**

There was no new business.

**Adjournment**

Larry Clark adjourned the Local Fire Board meeting at 10:10 a.m.

Submitted by:

Alma Carmicle  
Board Secretary