

Scott Blake, Chair
Constable
Maricopa County

Valerie Beckett
County Administrator
Maricopa County

Melissa Buckley
Public Member

Mike Cobb
Constable
Mohave County



STATE OF ARIZONA

CONSTABLE ETHICS, STANDARDS AND TRAINING BOARD

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Adam Shepherd
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Christine Shipley,
Secretary
Multihousing
Association

Minutes of Public Meeting – April 8, 2021

A public teleconference meeting of the Constables Ethics, Standards and Training Board (CESTB) was convened on April 8, 2021 at 9:03 a.m. CESTB Board members present via teleconference were: Chairman Constable Scott Blake, Valerie Beckett, Melissa Buckley, Sheriff Adam Shepherd and Constable Mike Cobb. Christine Shipley joined the meeting in progress. Members absent included Vice Chair Judge Dennis Dowling. The following staff was present – Tracy Unmacht. Members of the public attending included Constable Brandon Giles, Patrice Goodman, and Scott Davis.

A quorum was reached and the following matters were discussed and decided at the meeting:

Minutes of Previous Meetings:

Corrections: None

Mike Cobb made a motion to approve the minutes as presented from the March 11, 2021 CESTB meeting and Adam Shepherd seconded. The motion passed unanimously 5-0.

Christine Shipley joined the meeting.

Financial Report: Staff reviewed income, expenses, cash flow and grant spending summary. Revenue continues to be down, although has stabilized. Cash flow projections reflect the lower monthly average revenue. CSB has not processed recent claims and staff has followed up. Staff will be meeting with the CSB accounting manager to discuss resolving the 80/20 revenue split reporting. Mike Cobb made a motion to approve the financial report and Valerie Beckett seconded. The motion passed unanimously 6-0.

Call to the Public: No public comments were received.

Constable Complaints:

CNA266-2021 Giles – Chairman Blake reminded the board this complaint was initiated by the CESTB due to training deficiencies during the 2020 calendar year. In response to the complaint, Constable Giles reported he did complete the training, but forgot to submit the records. Mike Cobb pointed out that constables know they must turn in their records and receive 2 reminder letters from the CESTB prior to a complaint being initiated, and therefore made a motion to issue a letter of warning to Constable Giles. Adam Shepherd seconded. Discussion ensued. Adam Shepherd pointed out the training records submitted by Constable Giles as part of his response to the complaint were not signed by a training supervisor and asked about the procedures the CESTB follows in regards to that. Staff reported that training records that are not completed properly are sent back to the constables and not accepted as proof of training. Staff was directed to send a letter to the AZ Constables Association reaffirming the need to have proper training documentation submitted to CESTB within 30 days of all training completed.

Motion passed with a roll call vote 6-0

Preliminary FY22 Budget Review

Mike Cobb suggested removing 1 of the 3 equipment grant cycles from the proposed FY22 budget. Staff will include that recommendation in the next draft.

Administrative Update

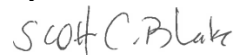
Staff has been completing numerous required AZDOA surveys including 10 for internal control procedures and risk assessment for insurance. Staff attended a training webinar for taking the risk assessment survey as well as an IT webinar discussing the statewide web platform upgrade project. The CESTB website will eventually be rolled over and staff will be working with AZDOA to determine agency needs for new platform. This is a long term project over the next 1.5 years. Staff will be following up on the office status to determine if in-person meetings can resume in May.

Adjournment: Adam Shepherd made a motion to adjourn the meeting and Christine Shipley seconded. The motion passed unanimously 6-0. Meeting was adjourned at 9:31 a.m.

Dated this 13th day of April, 2021

Constable Ethics, Standards and Training Board

By The Hon. Scott Blake



CESTB Chairman