

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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Dennis Dowling, Vice  
Chair  
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Adam Shepherd  
Sheriff  
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Christine Shipley,  
Secretary  
Multihousing  
Association

### Minutes of Public Meeting – April 9, 2020

A public teleconference meeting of the Constables Ethics, Standards and Training Board (CESTB) was convened on April 9, 2020 at 9:08 a.m. CESTB Board members present via teleconference were: Vice Chair Judge Dennis Dowling, Sheriff Adam Shepherd, Constable Mike Cobb, Christine Shipley, and Melissa Buckley. Valerie Beckett joined the meeting during Executive Session. CESTB Board members absent were Chairman Scott Blake. The following staff was present – Tracy Unmacht and CESTB legal representative Ben Norris. Members of the public attending included Maricopa County Constable Administrator Patrice Goodman and Tom Retzlaff.

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 12, 2020 CESTB meeting and Sheriff Shepherd seconded. The motion passed 5-0.

**Financial Report:** Staff reported income remains up over budget projections. Current cash flow shows a projected cash balance at the end of the fiscal year of \$468,714. Claims submitted in March have not yet been processed but staff confirmed with CSB they have received them and will be processing this month. Constable Cobb made a motion to accept the March 2020 financial report and Christine Shipley seconded. The motion passed unanimously 5-0.

#### **Constable Complaints:**

CNA250-2020 Vasquez – Staff reminded the board that the constable response to this complaint is due prior to the May meeting. At the March meeting, the board requested staff research hiring a private investigator. Staff indicated there are 5 investigators registered with Procure AZ, including Dan Boozer who the CESTB has hired in the past. Constable Cobb made a motion to hire an investigator and Christine Shipley seconded. Discussion included Christine recommending we hire Boozer since we've used him before. Staff clarified we needed to go through the procurement process and bring bids back to the Board. Constable Cobb amended his motion to authorize the CESTB Chair to complete the procurement process and secure an investigator, so as not to delay. Christine Shipley seconded the amended motion. The motion passed unanimously 5-0.

#### **Initial Screening of new Constable Complaints:**

Complaint received 3/21/20 and 3/30/20 Retzlaff v Blake – Vice Chairman Dowling introduced the complaint. Constable Cobb raised some questions about information included in the complaint, including the mention of a lease. He stated his belief that Constable Blake did not break any laws or codes while serving the Order of Protection and made a motion to dismiss the complaint. Sheriff Shepherd seconded. Discussion ensued. Constable Cobb made a motion to go into Executive Session to discuss the complaint with legal counsel and Christine Shipley seconded. The motion passed 5-0.

At 9:30 a.m. the board entered Executive Session, during which time board member Valerie Beckett joined the meeting. Executive Session ended at 9:54 a.m. and the regular meeting resumed.

Vice Chair Dowling proceeded to ask Tom Retzlaff the following questions, his answers follow:

1. What is your current place of residence? – *I'm not prepared to answer*

2. Where were you living at the time of service? – *I'm not prepared to answer, but I do have and did have a lease for that property*
3. When did you get to the house on the day of service? – *I've been to that house many times.*
4. When did you get there on that date? – *I'm not sure, don't recall*
5. After the service was completed when did you leave the residence – *I'm not sure*
6. How long have you lived in the home where you were served – *I've had a lease for maybe 3 years*
7. Were you an overnight guest at the home at the time of the service – *I have stayed overnight there many times.*
8. How about on the date of the service? – *I'm not prepared to answer*

Tom Retzlaff was given 3 minutes to make a statement – he referred to the case law contained in the letter he sent with his complaint. He restated his belief the action Constable Blake took by entering the residence was not legal or safe. He also stated his belief the entire board is biased and should not investigate the complaint.

Vice Chair Dowling took a roll call vote on the motion to dismiss the complaint:

Valerie Beckett – yes

Sheriff Shepherd – yes

Christine Shipley – yes

Melissa Buckley – yes

Constable Cobb – yes

Vice Chair Dowling – abstain

Motion to dismiss the complaint passed 5-0 with 1 members abstaining.

**Strategic Planning and Budget: Valerie Beckett & Mike Cobb**

Valerie and Mike both indicated they felt the current strategic plan was pretty solid, with just a few small changes needed. Final approval will need to take place before September 1. The committee will let staff know what changes to incorporate into the draft and staff will defer final approval until a later date.

Staff presented an updated draft budget based on March cash flow report figures and with changes discussed at the last meeting. Final budget will be presented at the June board meeting for approval. Board discussed possible impact of COVID-19 shutdowns to projected income. Constable Cobb believes in the long run, there won't be a major impact.

**Grant Scoring Criteria:**


Board discussed current criteria and agreed they should continue to be incorporated into FY21 grant applications.

**Administrative Update**

Staff continues to evaluate old records for archival, however with the office closure, this activity has been placed on hold.

**Adjournment:** Sheriff Shepherd made a motion to adjourn the meeting and Valerie Beckett seconded. The motion passed unanimously 6-0. Meeting was adjourned at 10:25 a.m.

Dated this 14<sup>th</sup> day of May, 2020  
 Constable Ethics, Standards and Training Board

By  


Chairman Scott Blake