

**Minutes of Public Meeting of the
Constable Ethics, Standards and Training Board
July 15, 2015**

A public meeting of the Constables Ethics, Standards and Training Board (CESTB) was convened on July 15, 2015 at 10:03 am at the offices of Capitol Consulting 818 North First Street Phoenix, AZ 85004. Present at the meeting were the following members of the CESTB - Constable Scott Tipton, Judge Gerald Williams, Constable Ken Sumner and Constable Mike Cobb. Present via teleconference were the following members of the CESTB - Constable Brandon Schmoll and Dan Field. The following staff was present – Tracy Unmacht. Absent were the following members of the CESTB – Sheriff John Drum, Stuart Goodman and Christine Shipley. Member of the public present via teleconference was Kristin Cipolla with the County Supervisors Association.

The following matters were discussed, considered and decided at the meeting:

Minutes of Previous Meetings: Constable Cobb made a motion to approve the minutes from the June 17, 2015 CESTB meeting. Judge Williams seconded the motion. The motion carried unanimously.

Financial Report: Chairman Tipton presented the financial report prepared by the Department of Administration for the month ending June 2015. Staff reported we only received the cash flow reports again this month. Revenue and Expense reports will be forwarded to the Board when received. Constable Sumner made a motion to approve the financial report. Constable Cobb seconded the motion. The motion carried unanimously.

FY16 Grant Program:

approved FY2016 budget included \$60,000 for Cycle I equipment grants and \$95,000 for Cycle I training grants. Last year the Cycle I grants were approved in August and September respectively. Board members discussed the need to announce and fast track the approval process for the training grant so the arrangements can be finalized to conduct the classes. Constable Cobb made a motion to publicize the Cycle I grants immediately. The training grant application deadline will be August 14, 2015 with approval taking place at the August 19, 2015 CESTB Board meeting. The equipment grant application deadline will be September 4, 2015 with approval taking place at the September 16, 2015 CESTB Board meeting. Constable Schmoll seconded the motion. The motion carried unanimously.

Constable Complaints:

CNA145-2015 – Clark, CNA146-2015 – Clark, CNA155-2015 – Clark, CNA157-2015 - Clark: Constable Tipton reported the process to hire a private investigator has begun and should be completed soon.

CNA166-2015 - Parkison: Constable Tipton reported to the Board that Constable Parkison contacted the CESTB by mail to self-report accounting and reporting errors he has made in carrying out his duties. The CESTB will send letters of acknowledgement to the Constable and presiding county judge and will refer the case to the appropriate subcommittee for investigation. Judge Williams pointed out the fact the constable self-reported his errors should be considered with any potential action against the constable.

CNA165-2015 - McManaway: Constable Tipton outlined the complaint to the board. The complaint has been forwarded to the constable and his response is due today. This case will be referred to the appropriate subcommittee for investigation.

CNA164-2015 – Acton: As previously reported, this case file was set up to gather information and no formal complaint has been filed to date. Board discussed there are two different issues contained in the file and agreed there should be two complaint files opened. CNA164-2015 case number will deal with issues raised by Pinal County. A new case CNA167-2015 will be assigned to the issues raised by the City of Apache Junction. Letters will be sent requesting response from the constable.

CNA160-2015 - Munoz: At the last meeting the Board voted to request the complainant provide additional information for the complaint. To date, the complainant hasn't responded. Staff will send a follow up letter to the complainant via certified mail.

Presiding Judge Decision on Jimmie Munoz - Judge Davis ordered the Constable to submit his logs to the CESTB for the months of July – December 2015 by the 2nd Monday of each month. The letter didn't clarify if the Constable was to submit his June logs beginning in July, or his July logs beginning in August. The consensus of the board was to interpret as the latter and consider Constable Munoz in compliance if the first set of logs are submitted by August 10th.

Administration Report: Staff reported meeting with IT department to discuss website changes. The Past Complaints page has been updated to accommodate a summary report for each year. Constable Myers previously created summaries for FY2014 and an in-progress report for FY2015 and both are posted to the website. Staff is working on getting the FY2015 report completed through the end of the year. Board discussed the format to summarize complaints where no action was taken, and to detail each complaint where action was taken against the constable. Board agreed the name of the constable should be included in the detailed report.

Also discussed the request to add database capability to the website that would allow each constable to set up a login to record their training hours. By statute the constable is still required to send copies of all training completion certificates to the CESTB within 30 days of completion. Staff and the CESTB board would have the ability to review the database records for the constables and verify they've completed the required training.

Call to the Public:

No public comments were made.

The next Board meeting is scheduled for Wednesday August 19, 2015 at 10:00 am

Adjournment: Constable Schmoll made a motion to adjourn the meeting. Constable Sumner seconded the motion. The motion carried unanimously. Meeting was adjourned at 11:16 am.

Dated this 19 day of August, 2015
Constable Ethics, Standards and Training Board

By



Chairman Scott Tipton