

**Minutes of Public Meeting of the  
Constable Ethics, Standards and Training Board  
March 20, 2019**

A public meeting of the Constables Ethics, Standards and Training Board (CESTB) was convened on March 20, 2019 at 10:02 a.m. at the offices of Capitol Consulting 818 North First Street Phoenix, AZ 85004. Present were the following members of the CESTB: Chairman Mike Cobb and Christine Shipley. Present via teleconference were the following members of the CESTB: Sheriff Adam Shepherd, Judge Dennis Dowling, and Valerie Beckett. CESTB members absent were Constable David Lester. The following staff was present – Tracy Unmacht. Members of the public in attendance included Maricopa County Constables Administrator Tim Moder, Constable Scott Blake. Guests participating via teleconference included Robin Hillyard.

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

**Minutes of Previous Meetings:**

Corrections: None

Christine Shipley made a motion to approve the minutes as presented from the February 20, 2018 CESTB meeting and Sheriff Shepherd seconded. The motion passed unanimously.

**Financial Report:** Staff reviewed the January FY19 reports from the Department of Administration Central Services Bureau (CSB). The reports still contain errors in how income was allocated for automatic deposits from various counties. CSB is waiting on the state to make necessary corrections. Christine Shipley made a motion to approve the financial report as presented and Sheriff Shepherd seconded. The motion passed unanimously.

**Call to the Public: None**

**Grant Applications for Constable Organizational Firearms Training:** One application was received from the AZ Constables Association for Organizational Firearms Training Grants requesting total funding in the amount of \$38,176.59. This will fulfill the need for mandatory training for 11 constables. Funds available for this cycle are \$65,000. Board members submitted their scores for the record. Christine Shipley made a motion to approve the application as submitted and Judge Dowling seconded. Motion passed unanimously without further discussion.

**Management Company Contract:** Chairman Cobb explained that the 5-year contract with Capitol Consulting will expire in June and we are required to request bids through the state procurement system. The DOA will do this for the agency, but needs the board to approve having Chairman Cobb work with them to do so. Judge Dowling made a motion to approve Chairman Cobb working with Arizona Department of Administration to go through the bid process and Sheriff Shepherd seconded. Motion passed unanimously without further discussion.

**Administrative Update**

July Board meeting will take place in conjunction with the constable training event in Flagstaff. Board agreed July 22<sup>nd</sup> is the best date. Meeting will be scheduled at 3:30 pm. Staff will work with board members and ACA on securing rooms and reimbursements for travel.

Staff will continue to work with CSB to secure accurate financial information to prepare a preliminary budget for the next meeting.

**Adjournment:** Christine Shipley made a motion to adjourn the meeting and Sherriff Shepherd seconded. The motion passed unanimously. Meeting was adjourned at 10:17 a.m.

Dated this 15 day of MAY, 2019  
Constable Ethics, Standards and Training Board



By

Chairman Mike Cobb