

**Minutes of Public Meeting of the  
Constable Ethics, Standards and Training Board  
April 19, 2017**

A public meeting of the Constables Ethics, Standards and Training Board (CESTB) was convened on April 19, 2017 at 10:00 a.m. at the offices of Capitol Consulting 818 North First Street Phoenix, AZ 85004. Present were the following members of the CESTB Constable Mike Cobb, Constable David Lester, and Valerie Beckett. Present via teleconference were the following members of the CESTB - Sheriff Adam Shepherd, Constable Scott Tipton and Christine Shipley. The following staff was present – Tracy Unmacht. Member of the public in attendance – Constable Kevin Jones, Constable Doug Clark, Constable Mark Sinclair, Constable Ken Sumner, Constable Carolyn Lane, Scott Davis and Tim Moder. Absent were the following members of the CESTB – Judge Barbara Brown.

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

**Minutes of Previous Meetings:**

Valerie Beckett made a motion to approve the minutes as presented from the March 15, 2017 CESTB meeting. Constable Lester Sheriff Shepherd seconded the motion. The motion passed unanimously without discussion.

**Financial Report:** Staff reviewed the March report from the Department of Administration Central Services Bureau (CSB) and reported everything is up to date. The projected expenditures in the cash flow report have been updated to include encumbered funds for grants already awarded but not yet paid. Also included in the report was a summary of grant activity to date. Valerie Beckett made a motion to approve the March financial report and Christine Shipley seconded. The motion passed unanimously without further discussion.

**Call to the Public:** no public comments.

**Constable Complaints:**

Constable Jimmie Munoz – Chairman Cobb reported that since the last meeting additional information regarding Constable Munoz came to his attention. Constable Munoz has not reported to work or turned in activity logs for 3 months. Chairman Cobb reviewed this information with our representative at the Attorney General's office and along with Maricopa County Presiding Judge Barton's office, collaborated to formulate a letter from the CESTB and Judge Barton to the Maricopa County Board of Supervisors asking them to remove Constable Munoz from office due to him vacating his position.

Christine Shipley made a motion that the CESTB sign and issue the joint letter and Constable Tipton seconded. The motion passed unanimously without further discussion. Chairman Cobb will sign the letter and Judge Barton's office will present it to the Maricopa County Clerk of the Board.

**Rules:** We have finalized the agreement with Arizona Rules, LLC. Ms. Hann has started working on filing the exception to the Governor's rule making moratorium.

**Budget:** Staff put together some preliminary budget figures for the Board to review. At the May meeting the Board will need to bring any revisions to proposed expenditures so the final draft of the budget can be presented at the June meeting for final approval.

**Administration Report:** Chairman Cobb reported to the Board that Constable Schmoll has resigned from the Board. With the newest legislation, the make up of the Board changed from 4 to 2 constables, with the reduction occurring through attrition. As a result, Constable Schmoll will not be replaced.

Staff has determined that at some point last year the email forwarding of any complaints that are filed using the online submission feature on our website stopped functioning properly. Staff is working with the Department of Administration to fix the problem going forward. In the meantime, staff has been given access to an online version of any complaints submitted this way. There were only a handful that did not reach our office since many complaints are either emailed directly or sent via US mail. Staff will document those that were not forwarded and contact each complainant to see if they are still interested in pursuing the complaint.

Staff continues to audit all awarded grants looking for those that have not filed the required reports or final funding requests as well as those more recently awarded who have not returned the required contract to needed to encumber their funds.

**Adjournment:** Sheriff Shepherd made a motion to adjourn the meeting and Constable Lester seconded. The motion passed unanimously. Meeting was adjourned at 10:23 a.m.

Dated this 17 day of May, 2017  
Constable Ethics, Standards and Training Board

By

A handwritten signature in black ink that reads "Mike Cobb". The signature is written in a cursive, slightly slanted style.

Chairman Mike Cobb