

1. Personnel Appeals Board Meeting 11/19/19

Documents:

[PAB MEETING AGENDA.PDF](#)

1.1. Personnel Appeals Board Meeting 11/20/19 Changed Date

Documents:

[PAB MEETING AGENDA 112019.PDF](#)

1.1.i. Personnel Appeals Board Meeting Agenda With Actions

Documents:

[PAB MEETING 112019 AGENDA WITH ACTIONS.PDF](#)

1.1.i.1. Personnel Appeals Board Meeting 11/20/19 Minutes

Documents:

[PAB MEETING 112019 MINUTES.PDF](#)



BOARD OR COMMISSION: Personnel Appeals Board
DATE: November ~~19~~ 20, 2019
SCHEDULE: As Needed
DIRECTIONS: City Hall, 1st Floor

November 18, 2019

NOTICE

A meeting of the Personnel Appeals Board will be held on ~~Tuesday, November 19, 2019~~ Wednesday, November 20, 2019 at 4:00 p.m. in the HR Training Room at City Hall, 425 10th Street, Douglas, Arizona.

The purpose of this meeting is to conduct the regular business of the Personnel Appeals Board and any other business that may properly come before the Board.

If any person needs any type of accommodations for disabilities, please notify Nadia Rodriguez at (520) 417-7326, as soon as possible prior to the meeting time.

**AGENDA – Amended
Personnel Appeals Board
November ~~19~~-20, 2019 at 4:00pm**

1. Call to order
2. Roll call
3. Review and approval of meeting minutes from July 7, 2015, July 16, 2015 & July 24, 2015
4. Confidentiality statements
5. Discussion/decision on the selection of a chairman to conduct the upcoming hearing on December 4, 2019
6. Orientation for re-appointed members
7. Conflict of interest
8. Adjournment

If authorized by a majority vote of the Personnel Appeals Board of the City of Douglas, the Board may adjourn the meeting at any time and move into Executive Session for legal advice on any agenda item, pursuant to A.R.S. 38-431.03 A(3). The Executive Session will be held immediately after the vote to go into Executive Session and will not be open to the public.

**Posted at:
City Hall
Douglas Police Department
Douglas Library
www.douglasaz.gov**

Monday, November 18, 2019 at 2:30am

A handwritten signature in black ink, appearing to read "KASO", is written over a horizontal line.



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AGENDA – WITH ACTIONS TAKEN

**AGENDA – Amended
Personnel Appeals Board
November ~~19~~-20, 2019 at 4:00pm**

1. Call to order 4:05pm
2. Roll call Present Absent
 Adalberto Araiza X
 David Pettes X
 Lawana Diffie X
 Rudy Sierra X
3. Review and approval of meeting minutes from July 7, 2015, July 16, 2015 & July 24, 2015
 Motion PASSED by a vote of 3-0
4. Confidentiality statements
 Not an action item – no action taken
5. Discussion/decision on the selection of a chairman to conduct the upcoming hearing on December 4, 2019
 Motion to appoint Rudy Sierra as chairman PASSED by a vote of 3-0
6. Orientation for re-appointed members
 Not an action item – no action taken

7. Conflict of interest
Not an action item – no action taken

8. Adjournment 4:25pm

If authorized by a majority vote of the Personnel Appeals Board of the City of Douglas, the Board may adjourn the meeting at any time and move into Executive Session for legal advice on any agenda item, pursuant to A.R.S. 38-431.03 A(3). The Executive Session will be held immediately after the vote to go into Executive Session and will not be open to the public.

Posted at:
City Hall
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Thursday, November 21, 2019 at 10:30am



Personnel Appeals Board
Meeting Minutes
November 20, 2019

The Personnel Appeals Board met on Wednesday, November 20, 2019 at 4:05 p.m. In the HR Training Room – first floor of city hall located at 425 Tenth Street – Douglas, Arizona, for the following items:

1. Call to order: 4:05pm
2. Roll call

	Present	Absent
Adalberto Araiza	X	
David Pettes		X
Lawana Diffie	X	
Rudy Sierra	X	
3. Review and approval of meeting minutes from July 7, 2015, July 16, 2015 & July 24, 2015
Motion by Adalberto Araiza, **second** by Lawana Diffie to approve the meeting minutes from July 7, 2015, July 16, 2015 and July 24, 2015. No discussion was made. All were in favor. **MOTION PASSED.**
4. Confidentiality statements
Rocio Garcia-Pedroza, HR Manager provided a copy of the confidentiality statements previously signed by each member and reviewed the language included.
5. Discussion/decision on the selection of a chairman to conduct the upcoming hearing on December 4, 2019
Motion by Lawana Diffie, **second** by Adalberto Araiza to nominate Rudy Sierra as chairperson for the upcoming hearing before the Personnel Appeals Board of the City of Douglas in the matter of appeal by Jose Duarte scheduled for December 4, 2019. Rudy Sierra accepted the nomination. All were in favor. **MOTION PASSED**
6. Orientation for new and re-appointed members
Rocio Garcia-Pedroza provided overall description of the duties of the Personnel Appeals Board. Members were provided the applicable sections of the City's

Personnel Rules and Regulations regarding their role and the general rules of procedures for the hearing.

7. Conflict of interest

Members were asked if there was any conflict of interest with the appellant for the upcoming hearing. No conflict of interest was reported and therefore none established. They were informed this same question will be asked at the beginning of the hearing.

8. Adjournment

Motion by Lawana Diffie, **second** by Rudy Sierra to adjourn the meeting at 4:25 p.m. All were in favor. **MOTION PASSED**

Prepared By:

A handwritten signature in black ink, appearing to read 'Rocio Garcia-Pedroza', written over a horizontal line.

Rocio Garcia-Pedroza
HR Manager