



**PUBLIC SAFETY PERSONNEL RETIREMENT SYTEM**  
**Flagstaff Fire Department #010**  
**Meeting Minutes**  
**March 30, 2023**  
TEAMS Meeting

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The meeting was called to order at 2:00 pm. This meeting was held via TEAMS with a link provided for the public.

Those in attendance were Mayor Becky Daggett, Todd George, Bob Oberly, Dave VanBoxtaele and Jessica Vigorito.

1. Introductions – everyone introduced themselves to the group.
2. New Business
  - a. Reviewed member and term information.
    - i. Mayor Becky Daggett read the oath of office.
  - b. Members reviewed the 2022 Actuarial Variation Report for Flagstaff Fire Department.
  - c. Members were notified of upcoming or past Retirements
    - i. Jess Maier retired 1/25/2023
    - ii. Rilee Rhees separated from the department 2/19/2023
    - iii. Tommy Bustamante submitted retirement paperwork effective 5/13/2023
3. Action Items
  - a. Dave VanBoxtaele motioned to approve the last meeting minutes 11/19/2021. Todd George seconded the motion. Motion passed unanimously.
  - b. New Hires
    - i. Review for approval - Mark Adams Community Risk Reduction Specialist: Date of hire TBD, pending background.
    - ii. Two new Firefighters: Silas Spencer and Jacob Sansone date of hire: 4/17/2023
    - iii. Return to Work: Michael Ingallina – ARFF Specialist: date of hire was 2/21/2023Board members did not take action on the items listed under agenda item #3. Dave VanBoxtaele stated that it is typical for the members to review the new hire paperwork related for the hire such as the doctor's certificate. Members requested the Secretary research and confirm this is accurate and what information should be provided prior to action being taken on these items. The members also requested to add DROPs to the New Business for future agendas.
  - c. Appoint a New Secretary: Todd George motioned for Jessica Vigorito to be named the new PSPRS Flagstaff Fire Local Board Secretary, Bob Oberly seconded the motion. Motion passed unanimously.
4. Bob Oberly Motioned to adjourn the meeting at 2:32 pm. Motion passed unanimously.

***Jessica Vigorito,***  
Signature of Board Secretary