

**NOTICE OF SPECIAL MEETING
SAN LUIS FIRE DEPARTMENT PUBLIC SAFETY PERSONNEL LOCAL RETIREMENT BOARD**

In accordance with §38-431.01 of the Arizona Revised Statutes of the State of Arizona, notice is hereby given to the Board and to the general public that the San Luis Fire Department Public Safety Personnel Local Retirement Board will hold a meeting at 8:30 a.m., November 6, 2025. The meeting will take place at the City Council Chambers, located at 1090 E. Union Street, San Luis, Arizona, 85349. Everyone from the public is invited to attend the open meeting.

In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the City of San Luis does not discriminate on the basis of disability in the admission of or access to, or treatment of employment in its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in City programs, activities or services contact: ADA/Section 504 Coordinator, City of San Luis Human Resources Department, 1090 E. Union Street, San Luis, Arizona, 85349; (928) 341-8579.

Notice is hereby given that pursuant to A.R.S. §1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Board are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recordings. Parents, in order to exercise their rights, may either file written consent with the City Clerk to such recordings, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the City will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 have been waived.

THIS NOTICE IS GIVEN BY:

/s/ Maria Barajas, Human Resources Manager

**AVISO DE JUNTA ESPECIAL
Junta Local de Jubilaciones del Personal de Seguridad Pública del Departamento de Bomberos de San Luis**

De acuerdo con los Estatutos del Estado de Arizona A.R.S. §38-431.01, se le informa a los miembros de la Mesa Directiva y al público en general que la Junta Local de Jubilaciones del Personal de Seguridad Pública del Departamento de Bomberos de San Luis, tendrán una junta a las 8:30 A.M. el día 6 de Noviembre, 2025. La junta se llevará a cabo en la Sala del Cabildo, ubicada en el 1090 E. Union Street, San Luis, Arizona, 85349. El público este invitado a la junta.

De acuerdo con el Acta de Americanos con Discapacidades y la Sección 504 del Acta de Rehabilitación del 1973, la Ciudad de San Luis, Arizona no discrimina por causa de discapacidad la admisión y acceso a sus programas, actividades, servicios o en el trato en cuanto a empleo. Para más información referente a derechos y provisiones del Acta de Americanos con Discapacidades o Sección 504, o para solicitar adaptaciones que sean razonables para la participación en programas, actividades o servicios de la Ciudad, contactar al: Coordinador del Acta de Americanos con Discapacidades/Sección 504, Departamento de Recursos Humanos de la Ciudad de San Luis, Arizona, ubicado en el 1090 E. Union Street, San Luis, Arizona, 85349; (928) 341-8579.

Por medio de este aviso y de acuerdo con los Estatutos del Estado de Arizona A.R.S §1-602.A.9, sujeto a ciertas excepciones reglamentarias, los padres de familia tienen el derecho de dar el consentimiento ante el Estado o cualquiera de sus subdivisiones políticas para hacer una grabación de audio o video de su hijo menor de edad. Las juntas de la Mesa Directiva se graban en audio y/o video y como resultado, el hecho de que haya menores presentes puede ser sujeto a que sean grabados. Para que los padres de familia puedan ejercer sus derechos pueden dar el consentimiento por escrito con la Secretaria de la Ciudad a tal grabación, o tomar acción personal para asegurarse que su hijo menor no este presente cuando la grabación se lleve a cabo. Si un menor de edad este presente en el momento de la grabación, la Ciudad asumirá que los padres de familia están cediendo los derechos sobre una posible grabación de acuerdo con los Estatutos del Estado de Arizona A.R.S. §1-602.A.9.

ESTE AVISO ES DADO POR:

/f/ Maria Barajas, Gerente de Recursos Humanos



AGENDA
San Luis Fire Department
Public Safety Personnel
Local Retirement Board
San Luis Council Chambers
1090 E. Union Street
San Luis, Arizona 85349
November 6, 2025
8:30 a.m.



PLEASE TAKE NOTICE THAT MEMBERS OF THE BOARD WILL ATTEND EITHER IN PERSON, TELEPHONE, OR VIDEO CONFERENCE COMMUNICATION. THE CHAIR OR ACTING CHAIR FOR THIS MEETING MAY CHANGE THE ORDER OF THE ITEMS; IF AUTHORIZED BY LAW AND BY A MAJORITY VOTE OF A QUORUM OF BOARD MEMBERS PRESENT, AN EXECUTIVE SESSION WILL BE HELD IMMEDIATELY FOLLOWING THE VOTE IN ACCORDANCE WITH A.R.S. §38-431.03(A) AND THE MEETING WILL BE TEMPORARILY RECESSED WHILE THE BOARD RETIRES TO EXECUTIVE SESSION WHICH WILL NOT BE OPEN TO THE PUBLIC.

POR FAVOR TENGA EN CUENTA QUE LOS MIEMBROS DE LA JUNTA ASISTIRÁN EN PERSONA, POR TELÉFONO O COMUNICACIÓN POR VIDEOCONFERENCIA. EL PRESIDENTE O EL PRESIDENTE INTERINO DE ESTA REUNIÓN PUEDE CAMBIAR EL ORDEN DE LOS PUNTOS; SI LO AUTORIZA LA LEY Y POR MAYORÍA DE VOTOS DEL QUÓRUM DE MIEMBROS DEL CONSEJO PRESENTES, SE CELEBRARÁ UNA SESIÓN EJECUTIVA INMEDIATAMENTE DESPUÉS DE LA VOTACIÓN DE CONFORMIDAD CON A.R.S. §38-431.03(A) Y LA REUNIÓN SE CANCELARÁ TEMPORALMENTE MIENTRAS LA JUNTA SE RETIRA A LA SESIÓN EJECUTIVA QUE NO ESTARÁ ABIERTA AL PÚBLICO.

1. CALL TO ORDER/ROLL CALL

2. CONSENT AGENDA

All matters are considered to be routine by the Commission and will be enacted by one motion. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

2. A. MINUTES OF

- Special meeting held on August 28, 2024.

3. EXECUTIVE SESSION

(Vote to hold an Executive Session pursuant to A.R.S. §§ 38-431.03(A)(3), and (4))

- 3. A.** Discussion and possible action to hold an executive session pursuant to A.R.S. § 38-431.03(A)(2), (3), and (4) on any and all matters regarding the Accidental Disability Retirement Application for Jesus Campas Burrola received on September 2, 2025, medical confidential records, and IME apointment. **(Lesli Sorensen, Local Board Attorney).**

4. MOTION TO GO BACK INTO SPECIAL SESSION

5. DISCUSSION AND POSSIBLE ACTION ITEMS:

5. A. Discussion and possible action on any and all matters regarding Accidental Disability Application for Jesus Campas Burrola, including consideration of conducting an Independent Medical Examination (IME) pursuant to A.R.S. § 38844 and A.R.S. § 38859. **(Maria Barajas, Local Board Secretary)**

6. ADJOURNMENT

PSPRS - Fire

2. A.

Meeting Date: 11/06/2025

Summary

MINUTES OF

- Special meeting held on August 28, 2024.

Attachments

08.28.2024 Minutes

MINUTES
Special Meeting
San Luis Fire Department Public Safety
Personnel Local Retirement Board
San Luis Council Chambers
1090 E Union Street
August 28, 2024
8:00am

1. CALL TO ORDER/ROLL CALL: Meeting was called to order at approximately 8:09 a.m. Board member Roula Encinas/ Board member Maria Munoz appointed Contributing Member Justin Phillips as Acting Chairman.

PRESENT:

Justin Phillips, Contributing Member – Appointed Chairman
Maria Munoz, Board Member
Roula Encinas, Board Member

OTHERS PRESENT:

Sonia Cornelio, City Clerk
Mary Barajas, HR Department
Priscila Campa, HR Department
Albert Moreno, IT Department
Jose A. Maldonado, City Administration
Domingo Sosa, City Administration

2. PRESENTATION:

2. A Presentation of the appointment of two (2) members to serve on the San Luis Police Department Public Safety Personnel Local Retirement Board. **(Maria Barajas, Human Resources Generalist)**

Due to the expired term and vacancies on the PSPRS Board, Mayor Nieves Riedel has designated herself as the Chairman of the PSPRS board and has designated Roula Encinas as a citizen member of the same board. Both members were sworn in on March 7, 2024. This item does not require further action from the Board.

3. CONSENT AGENDA:

3. A. MINUTES OF

- Special Board meeting held on March 29, 2023.

MOTION: Board Member Roula Encinas / Board Member Maria Munoz to approve consent agenda as presented. Motion passed unanimously.

The vote was as follows:

Acting Chairman Justin Phillips	Aye
Board Member Maria Munoz	Aye
Board Member Roula Encinas	Aye

4. DISCUSSION AND POSSIBLE ACTION ITEM

4. A. Discussion and possible action on any and all matters regarding new PSPRS membership applications. **(Mary Barajas, Human Resources Generalist)**

Ms. Barajas presented the acceptance of the PSPRS memberships for the following members:

- Samuel Ortiz Ballesteros; effective: 12/02/2023; Fire Fighter
- Alan M. Cruz Cabrera; effective: 12/02/2023; Fire Fighter
- Martin Martinez-Huerta; effective: 12/02/2023; Fire Fighter
- Aldo Ruiz Jr.; effective: 12/02/2023; Fire Fighter
- Adrian A. Silva Huizar; effective: 12/02/2023; Fire Fighter
- Angel G. Morfin Flores; effective: 06/29/2024; Fire Fighter
- Samuel M. Caudillo; effective: 07/01/2024; Fire Fighter
- Martin A. Pinon; effective: 07/15/2024; Fire Fighter
- Teodoro Romero Jr.; 07/15/2024; Fire Fighter
- Fernando Terrazas Moreno; 07/15/2024; Fire Fighter
- Carson S. Fricke; 07/29/2024; Fire Fighter

As required by the PSPRS regulations, these members have completed medical evaluations, and Human Resources have found that:

- Samuel Ortiz Ballesteros, Alan Cruz Cabrera, Martin Martinez-Huerta, Aldo Ruiz Jr., Adrian Silva Huizar, Angel Morfin Flores, Samuel Caudillo, Martin Pinon, Teodoro Romero Jr., Fernando Terrazas Moreno and Carson Fricke have met eligibility requirements and satisfactorily completed the PSPRS Membership with no pre-existing conditions.

MOTION: Board Member Roula Encinas/ Board Member Maria Munoz to accept HR Department's findings and accept membership to participate in the Public Safety Personnel System with no pre-existing conditions for applicants:

- Samuel Ortiz Ballesteros
- Alan M. Cruz Cabrera
- Martin Martinez-Huerta
- Aldo Ruiz Jr.; effective
- Adrian A. Silva Huizar
- Angel G. Morfin Flores
- Samuel M. Caudillo
- Martin A. Pinon
- Teodoro Romero Jr.
- Fernando Terrazas Moreno
- Carson S. Fricke

The vote was as follows:

Acting Chairman Justin Phillips	Aye
Board Member Maria Munoz	Aye
Board Member Roula Encinas	Aye

5. ADJOURNMENT

Board Member Roula Encinas/Board Member Maria Munoz to adjourn the special meeting at approximately 8:20 a.m.



AGENDA ITEM REVIEW FORM



PSPRS - Fire

3. A.

Meeting Date: 11/06/2025

Submitted By: Maria Barajas Gutierrez, Human Resources Coordinator, Human Resources Department

ITEM:

Discussion and possible action to hold an executive session pursuant to A.R.S. § 38-431.03(A)(2), (3), and (4) on any and all matters regarding the Accidental Disability Retirement Application for Jesus Campas Burrola received on September 2, 2025, medical confidential records, and IME appointment. **(Lesli Sorensen, Local Board Attorney).**

SUMMARY:

The PSPRS Local Board Attorney can properly advise the Board by holding an executive session for the purposes described in the agenda item.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO HOLD AN EXECUTIVE SESSION PURSUANT TO A.R.S. §§ 38-431.03(A)(3) and (4).



AGENDA ITEM REVIEW FORM



PSPRS - Fire

5. A.

Meeting Date: 11/06/2025

Submitted By: Maria Barajas Gutierrez, Human Resources Coordinator, Human Resources Department

ITEM:

Discussion and possible action on any and all matters regarding Accidental Disability Application for Jesus Campas Burrola, including consideration of conducting an Independent Medical Examination (IME) pursuant to A.R.S. § 38844 and A.R.S. § 38859. **(Maria Barajas, Local Board Secretary)**

SUMMARY:

A former employee of the San Luis Fire Department, Jesus Campas Burrola, submitted an application for **Accidental Disability Retirement** on **September 2, 2025**, due to a work-related injury sustained on **October 8, 2024**. The application and accompanying medical documentation were reviewed during the Executive Session to determine whether sufficient information exists to move forward with an **Independent Medical Examination (IME)**.

We are here today to request your approval to continue with the Accidental Disability Retirement application process and proceed with conducting the Independent Medical Examination.

RECOMMENDATION / SUGGESTED MOTION:

I MOVE TO APPROVE CONTINUING WITH THE ACCIDENTAL DISABILITY RETIREMENT APPLICATION PROCESS AND PROCEEDING WITH AN INDEPENDENT MEDICAL EXAMINATION.

Attachments

ARS 38-844

ARS 38-859

[38-844. Requirements for retirement benefits and disability pensions](#)

A. A member shall be eligible for a normal pension on retirement on or after the member's normal retirement date. Payment of a normal pension shall commence as of the first day of the month following the date of retirement, and the last payment shall be made as of the last day of the month in which the death of the retired member occurs.

B. A member is eligible for an accidental disability pension if the member's employment is terminated by reason of accidental disability. A member is eligible for an ordinary disability pension if the member's employment is terminated before the member's normal retirement date by reason of ordinary disability. A member shall file an application for a disability pension after the disabling incident or within one year after the date the member ceases to be an employee. Timely application for an accidental, catastrophic or ordinary disability pension is a prerequisite to receipt of the pension. Payment of an accidental, catastrophic or ordinary disability pension shall commence as of the first day of the month following the date of retirement or the expiration of a period during which the member is receiving sick leave payments or a temporary disability pension, whichever is later, but not earlier than section 38-845.02 allows for retroactive payments. The last payment shall be made as of the last day of the month in which the death of the retired member occurs, or if disability ceases before the member's normal retirement date, the first day of the month in which disability ceases.

C. A member is eligible for a catastrophic disability pension if the member's employment is terminated by reason of catastrophic disability. If more than the allowable catastrophic disability pensions are approved by the local boards in a calendar year, from and after December 31 of the following calendar year a member of the system is not eligible to apply for a catastrophic disability pension. On or before January 31, the board of trustees shall report to the president of the senate and the speaker of the house of representatives the number of catastrophic disability pensions that were approved by the local boards in the preceding calendar year. For the purposes of this subsection, "allowable catastrophic disability pensions" means for calendar year 2004, ten, and for subsequent calendar years the number of allowable catastrophic disability pensions allowed in the prior calendar year minus the number of catastrophic disability pensions approved by the local boards in the prior calendar year plus four.

D. Notwithstanding any other provision of this section, no member shall qualify for an accidental, catastrophic or ordinary disability pension if the local board determines that the member's disability results from the following:

1. An injury suffered while engaged in a felonious criminal act or enterprise.
2. Service in the armed forces of the United States that entitles the member to a veteran's disability pension.
3. A physical or mental condition or injury that existed or occurred before the member's date of membership in the system.

E. Accidental or ordinary disability shall be considered to have ceased and an accidental or ordinary disability pension terminates if the member:

1. Has sufficiently recovered, in the opinion of the local board, based on a medical examination by a designated physician or a physician working in a clinic that is appointed by the local board, to be able to engage in a reasonable range of duties within the member's department and the member refuses an offer of employment by an employer in the system.
2. Refuses to undergo any medical examination requested by the local board, provided that a medical examination shall not be required more frequently than once in any calendar year.

F. Sixty months after the award of a catastrophic disability pension, the local board shall reevaluate the member. If the member still qualifies for the catastrophic disability pension, the member is entitled to continue to receive the pension at the reduced amount prescribed in section 38-845, subsection E. A catastrophic disability shall be considered to have ceased and a catastrophic disability pension terminates if the local board determines that the member has sufficiently recovered and is able to engage in gainful employment based on a medical examination by a designated physician or a physician working in a clinic that is appointed by the local board. After the sixty-month review, the catastrophic disability shall be considered to have ceased and a catastrophic disability pension terminates if the local board determines that the member has sufficiently recovered and is able to engage in gainful employment based on a medical examination by a designated physician or a physician working in a clinic that is appointed by the local board, except that the medical examination shall not be required more frequently than once in a calendar year. The medical review after the sixty-month period does not apply after the date the catastrophic disability pensioner would have attained twenty-five years of service assuming the pensioner remained a member of the system. The local board shall also terminate a catastrophic disability pension if the member refuses to undergo any medical examination requested by the local board. A member whose catastrophic disability pension is terminated may apply for and if eligible is entitled to receive an accidental disability pension as provided in this section.

G. Subsection E of this section does not apply after a disability pensioner's normal retirement date. The amount of a disability pension shall not be recomputed at a disability pensioner's normal retirement date.

H. If accidental or ordinary disability ceases before a retired member attains the member's normal retirement date and the member is reemployed by an employer, the member shall be treated as if the member has been on an uncompensated leave of absence during the period of the member's disability retirement and shall be a contributing member of the system. The pension payable on the member's subsequent retirement shall be determined as provided in section 38-845.

I. A member shall be eligible for a temporary disability pension if the member's employment is terminated before the member's normal retirement date by reason of temporary disability. Payment of a temporary disability pension shall commence as of the first day of the month following the date of disability or the expiration of a period during which the member is receiving compensation and sick leave payments, whichever is later. The last payment shall be made as of the first day of the month in which either the death of the member occurs or the local board deems the member is no longer under temporary disability, whichever first occurs, provided that not more than twelve monthly temporary disability payments shall be made in total to the member.

J. If on the expiration of a temporary disability pension the local board finds on application that the member has an accidental or ordinary disability, the member shall be eligible for an accidental or ordinary disability pension, as provided in this section.

K. The system shall make payments pursuant to section 401(a)(9) of the internal revenue code and the regulations that are issued under that section. Notwithstanding any other provision of the system, beginning January 1, 1987 payment of benefits to a member shall commence not later than April 1 of the calendar year following the later of:

1. The calendar year in which the member attains seventy-two years of age.
2. The date the member terminates employment.

38-859. [Medical boards; purposes; composition; medical examinations](#)

A. The purposes of a medical board are to:

1. Identify a physical or mental condition or injury that existed or occurred prior to the member's date of membership in the system and for which benefits may otherwise be limited by section 38-844, subsection D.
2. Evaluate a member's eligibility for an accidental disability pension.
3. Evaluate a member's eligibility for an ordinary disability pension.
4. Evaluate a member's eligibility for a temporary disability pension.
5. Evaluate a member's eligibility for a catastrophic disability pension.
6. For the purposes of section 38-846, determine through appropriate medical evidence the proximate cause of death for members who are killed in the line of duty if the death occurs more than one year after the date of injury.

B. For the purpose of determining a disability, the medical board shall be composed of a designated physician or physicians working in a clinic other than the employer's regular employee or contractee. Employees employed after October 1, 1992 shall undergo a medical examination for the purpose of identifying a physical or mental condition or injury that existed or occurred prior to a member's date of membership in the system and for which benefits may otherwise be limited by section 38-844, subsection D, and for this purpose, the medical board shall be composed of a designated physician or physicians working in a clinic that may be the employer's regular employee or contractee.

C. A finding of accidental, ordinary, temporary or catastrophic disability shall be based on medical evidence by a designated physician or a physician working in a clinic that is appointed by the local board pursuant to section 38-847, subsection D, paragraph 9 that established the disability. The local board shall resolve material conflicts in medical evidence. If required, the local board may employ other physicians or clinics to report on special cases. With the approval of the local board, a designated physician or physicians working in a clinic that is employed by the local board may employ occupational specialists to assist the designated physician or physicians working in a clinic in rendering an opinion.

D. All employees shall undergo medical examinations before a designated physician or a physician working in a clinic that is appointed by the local board pursuant to and for the reasons prescribed in this article. An employee who fails to comply with this subsection waives all rights to disability benefits under this article.

E. The examining physician or clinic shall report the results of examinations to the local board, and the secretary of the local board shall preserve the report as a permanent record. Medical examinations conducted pursuant to this article shall be conducted by a physician and shall not be conducted or utilized for the purposes of hiring, advancement, discharge, job training or other terms, conditions and privileges of employment unrelated to the receipt of or qualification for pension benefits or service credits under the system.

F. This section does not affect or impair the right of an employer to prescribe medical or physical standards for employees or prospective employees.