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OFFICE OF THE CITY CLERK

JUDICIAL ADVISORY BOARD MINUTES

June 23, 2014

The Judicial Advisory Board of the City of Mesa met in the lower level meeting room of the Council Chambers, 57 East 1st Street, on June 23, 2014 at 7:45 a.m.

BOARD PRESENT	BOARD ABSENT	STAFF PRESENT
Peter Lesar, Chairman	None	Michael Claspell
Phillip Austin		Nicole Fazzio
David P. Brooks		Matt Tafoya
Margaret Downie		Paul Thomas
Pat Esparza		Christy Trevino
Robin Harris		
Teresa Sanders		

1. Introduce New Board Member.

Chairman Lesar introduced newly appointed Boardmember Pat Esparza and provided a short synopsis of her professional background.

2. Approve minutes from the February 3, 2014 and March 5, 2014 Board meetings.

It was moved by Boardmember Brooks, seconded by Boardmember Downie, that the minutes from the February 3, 2014 Board meeting be approved.

Chairman Lesar declared the motion carried unanimously.

It was moved by Boardmember Harris, seconded by Boardmember Sanders, that the minutes from the March 5, 2014 Board meeting be approved.

Chairman Lesar declared the motion carried unanimously.

3. Items from citizens present.

There were no items from citizens present.

4. Review, discuss and take action on items related to the appointment of two new Magistrates:

a. Review appointment schedule.

Chairman Lesar stated that the Board is meeting in order to begin the process to recommend candidates for City Magistrate vacancies. He further commented that the vacancies are a result of the retirement of City Magistrate Victor Ortiz and the appointment of City Magistrate Karl Eppich to the Pinal County Superior Court.

Chairman Lesar provided an overview of the City Magistrate appointment schedule **(See Attachment 1)**.

Responding to a question from Vice Chairman Austin, Deputy City Clerk Michael Claspell stated that the Mesa City Code requires the Board to interview at least six candidates for initial appointment.

Chairman Lesar explained that because there are two City Magistrate vacancies, he recommends that the Board interview between 10 and 12 candidates for the two positions. He added that although the City Code requires the Board identify the three best qualified candidates for each vacancy, the creation of one list with the six most qualified candidates is acceptable.

Chairman Lesar stated that the City Code does not specify that the Board provide their recommendations to the City Council as a ranked or prioritized list**.** He added that there would be value to the City Council if the Board indicated which candidates may be the most qualified of the group.

Boardmember Brooks stated that he sees a potential issue if the Board ranks the candidates in order of their qualifications, as those recommendations would be subject to the public records law. He added that he did not want it to appear that the Board was trying to inappropriately influence the City Council or put any candidates in an awkward position.

Boardmember Sanders remarked that the City Code states that the candidates be presented to the City Council in alphabetical order.

Chairman Lesar outlined the City Code requirement that boardmembers disclose “any and all relationships with an applicant.”

Boardmembers Downie, Sanders, Brooks, Austin, Esparza and Lesar disclosed their professional and personal relationships with various applicants.

5. Convene an Executive Session.

It was moved by Boardmember Austin, seconded by Boardmember Esparza, that an Executive Session be convened at 8:15 a.m. to discuss the candidates to interview for the two City Magistrate vacancies and to finalize and assign interview questions.

Chairman Lesar declared the motion carried unanimously.

a. Discussion or consideration of employment, assignment, appointment, promotion or resignation of a public officer, appointee or employee of the City. (A.R.S. 38-431.03A(1))

    1. Appointment of two Magistrates – Board to select top candidates to interview (minimum of six).

2. Finalize and assign interview questions

(At 9:57 a.m., the Board adjourned the Executive Session and reconvened the Board meeting.)

6. Announce names of candidates selected for interview.

Chairman Lesar announced the names of the eleven candidates selected for interviews as follows: Charles Adornetto, Martha Ashburn, Paula Burgess, Craig Fujii, Fidelis Garcia, Robert Jarvis, Stephen Kupiszewski, Bruce Owens, Lisa Peters, Sherri Rollison and Nancy Sorensen.

Chairman Lesar also announced that applicant Maria Verdin withdrew her application for consideration.

It was moved by Boardmember Brooks, seconded by Boardmember Austin, that the above-listed individuals be interviewed by the Board for the City Magistrate vacancies.

Chairman Lesar declared the motion carried unanimously.

7. Scheduling of meetings and general information:

Next meeting:

Candidate Interviews
July 21, 2014, 10:00 a.m.
Lower Level Council Chambers
57 E. First Street.

8. Adjournment.

It was moved by Boardmember Brooks, seconded by Boardmember Esparza, that the meeting of the Judicial Advisory Board be adjourned at 9:59 a.m.

Chairman Lesar declared the motion carried unanimously.

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Judicial Advisory Board meeting of the City of Mesa, Arizona, held on the 23rd day of June 2014. I further certify that the meeting was duly called and held and that a quorum was present.

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DEE ANN MICKELSEN, CITY CLERK

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(attachments – 1)

Judicial Advisory Board

City Magistrate Appointment Schedule

June 23, 2014 (Monday) Judicial Advisory Board Meeting (7:45 a.m. – 10:00 a.m.)

- Select candidates to interview
- Finalize and assign interview questions
- Schedule date(s) for interviews in July

June 30, 2014 (Monday) Judicial Advisory Board Meeting (7:45 a.m.) (Only if necessary)

- Finalize interview questions
- Schedule date(s) for interviews in July

July 21, 2014 (Monday) Judicial Advisory Board Meeting (8:00 a.m. – 6:00 pm.)

- Interview candidates (30 minutes each)
- Agree on the top candidates

July 22, 2014 (Tuesday) Judicial Advisory Board Meeting (2:30 p.m. – 6:00 p.m.) (Only if necessary)

- Interview candidates (30 minutes each)
- Agree on the top candidates

July 22 – August 8, 2014

- Conduct background and reference checks of top candidates

August 11, 2014 (Monday) Judicial Advisory Board Meeting (7:45 a.m.)

- Review top candidate applications
- Interview results
- Background/reference material
- Select at least 6 candidates (three for each vacancy) to recommend for consideration by the City Council

August 2014

- Board recommendation and supporting materials distributed to the City Council – review and potential interviews over the next several weeks

August/September 2014

- City Council review JAB recommendations, supporting materials
- Conduct interviews and additional follow-up
- Make appointments to fill two vacancies