

**Arizona Criminal Justice Commission  
Minutes  
April 6, 2016**

A public meeting of the Arizona Criminal Justice Commission was convened on April 6, 2016 at Arizona Criminal Justice Commission, 1110 W. Washington, Suite 230, Phoenix, AZ 85007.

**Members Present:**

Sean Duggan, Chairperson, Chief, Chandler Police Department, by conference call  
Sheila Polk, Vice Chairperson, Yavapai County Attorney, by conference call  
David Byers, Director, Administrative Office of the Courts, by conference call  
Mark Brnovich, Attorney General, Paul Ahler representing by conference call  
Joe Brugman, Chief, Safford Police Department, by conference call  
K.C. Clark, Navajo County Sheriff, by conference call  
Dave Cole, Retired Judge, by conference call  
Ellen Kirschbaum, Chairperson, Board of Executive Clemency, by conference call  
Barbara LaWall, Pima County Attorney, Kathleen Mayer representing  
Bill Montgomery, Maricopa County Attorney, by conference call  
Daniel Sharp, Chief, Oro Valley Police Department, by conference call  
David Sanders, Pima County Chief Probation Officer, Carl Sheets representing by conference call

**Members Absent:**

Joseph Arpaio, Maricopa County Sheriff  
Heston Silbert, Law Enforcement Leader  
Charles Ryan, Director, Department of Corrections  
Chris Gibbs, Mayor, City of Safford  
Drew John, Graham County Supervisor  
Frank Milstead, Director, Department of Public Safety

**Staff Participating:**

John A. Blackburn, Jr., Executive Director  
Karen Ziegler, Deputy Director  
Wendy Dolan, Human Resource Manager  
Wendy Boyle, Executive Secretary

**I. Call to Order and Roll Call**

The meeting was called to order by Chairperson Sean Duggan at 1:40 p.m. Roll was taken, and a quorum was declared present.

**II. Hiring Process and Salary Range of the Executive Director Position**

Executive Director Blackburn reminded the Commission that he would retire from State Service effective July 1, 2016. Executive Director Blackburn explained the need to determine the hiring process for the new Executive Director and discuss the salary range. Chairperson Duggan asked the Commission if there were any questions.

At 1:42 p.m., Commissioner Daniel Sharp entered a motion to move to Executive Session to discuss the salary range and the hiring process for the new Executive Director position. The motion was seconded by Commissioner Joe Brugman and was unanimously approved by the Commission. The open public meeting of the Commission reconvened at 1:50 p.m.

Chairperson Duggan asked for a motion regarding the direction to take for the Executive Director position. Commissioner Daniel Sharp entered a motion to direct staff to work with the Arizona Department of Administration to post an internal job announcement and to set up an interview process as schedules permit for the Hiring Committee. The motion was seconded by Designee Kathleen Mayer and was unanimously approved by the Commission.

Chairperson Duggan asked for a motion addressing the salary for the Executive Director position. Designee Kathleen Mayer entered a motion to approve the salary of \$120,000 for the Executive Director's position. The motion was seconded by Commissioner Daniel Sharp and was unanimously approved by the Commission.

**III. Call to the Public**

Chairperson Duggan made a call to the public. No members of the audience addressed the Commission.

**IV. Date, Time, and Location of Next Meeting**

The next Arizona Criminal Justice Commission meeting will be held on **Thursday, May 19, 2016**, at the Arizona Criminal Justice Commission, 1110 W. Washington, Suite 250, Phoenix, AZ 85007.

**V. Adjournment**

The meeting was adjourned at 1:50 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John A. Blackburn, Jr.", written in a cursive style.

John A. Blackburn, Jr.  
Executive Director

Audio recording is available upon request.