

Notice of Public Meeting

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the Navajo County Community College District Governing Board (Board) and to the general public that the Board will hold a District Governing Board Meeting via teleconference that will be open to the public on **May 3rd, 2016 beginning at 10:00 a.m.** Members of the board will be calling in to the meeting but the meeting can be attended by the public at the Northland Pioneer College Painted Desert Campus, Tiponi Community Center meeting room, located at 2251 E. Navajo Blvd., Holbrook, Arizona.

Board members and/or staff members as well as legal counsel may participate in the meeting by telephone if necessary.

The public is invited to check on addenda that may be posted up to 24 hours prior to the meetings. Copies of the meeting agenda may be obtained through the Office of the President, Northland Pioneer College, Painted Desert Campus, 2251 E. Navajo Blvd., Holbrook, AZ, telephone (928) 524-7418 or (800) 266-7845 Ext. 7418, at least 24 hours in advance of the meeting. If any disabled person needs any type of accommodation, please notify Paul Hempsey at the above address or telephone number at least 24 hours prior to the scheduled time.

The Board may vote to hold an executive session for discussion or consideration of a personnel matter pursuant to A.R.S. §38-431.03(A)(1). The Board may vote to hold an executive session for the purpose of obtaining legal advice from the District's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3). Should the District's attorney not be present in person, notice is further given that the attorney may appear by speakerphone.

I, Paul Hempsey, certify that this notice of public meeting, prepared pursuant to A.R.S. § 38-431.02, was posted on or before the 2nd day of May 2016, at 10:00 a.m.

Paul Hempsey
Recording Secretary to the Board

NOTICE DISTRIBUTION

1. WHITE MOUNTAIN INDEPENDENT NEWSPAPER
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3. NAVAJO TIMES
4. NAVAJO-HOPI OBSERVER
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6. KNNB RADIO
7. KONOPNICKI COMMUNICATIONS [KQAZ/KTHQ/KNKI RADIO]
8. KWKM RADIO
9. WHITE MOUNTAIN RADIO
10. NPC WEB SITE
11. NPC ADMINISTRATORS AND STAFF
12. NPC FACULTY ASSOCIATION PRESIDENT
13. NPC CLASSIFIED AND ADMINISTRATIVE SUPPORT ORGANIZATION PRESIDENT
NPC STUDENT GOVERNMENT ASSOCIATION PRESIDENT

OUR MISSION

Northland Pioneer College
creates, supports
and promotes
lifelong learning.



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

PUBLIC NOTICE OF NONDISCRIMINATION: Northland Pioneer College does not discriminate on the basis of race, color, national origin, veteran status, religion, marital status, gender, age or disability in admission or access to, or treatment or employment in its educational programs or activities. District grievance procedures will be followed for compliance with Title IX and Section 504 requirements. The Affirmative Action Compliance Officer is the Director of Human Resources, 2251 E. Navajo Blvd., Holbrook, Arizona 86025, (800) 266-7845. The Section 504 Compliance Officer is the Coordinator of Disability Resource and Access, 1001 W. Deuce of Clubs, Show Low, Arizona 85901, (800) 266-7845. The lack of English language skills will not be a barrier to admission and participation in vocational education programs. Revised 9-12-14

Governing Board Special Teleconference Meeting Agenda

Painted Desert Campus, Tiponi Community Center
2251 East Navajo Boulevard, Holbrook, Arizona

Date: May 3, 2016

Time: 10:00 a.m. (MST)

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order	Chair Handorf
2.	Adoption of the Agenda (Action)	Chair Handorf
3.	Call for Public Comment <small>Individuals may address the Board on any relevant issue for up to 5 minutes. At the close of the call to the public, Board members may not respond to any comments but may respond to criticism, ask staff to review a matter or ask that a matter be placed on a future agenda.</small>	Chair Handorf
4.	New Business	
A.	Request to Approve Hearing Officers (Action)	Interim Director Fee
B.	Executive Session: Pursuant to 38-431.03(A)(1) and (A)(3), the Board may vote to hold an executive session for discussion or consideration of a personnel matter, as well as for discussion or consultation with its attorney to receive legal advice concerning the personnel matter..... (Action)	Chair Handorf
C.	Possible Action on Personnel Matter (Action)	Chair Handorf
5.	Announcement of Next Regular Meeting May 17, 2016	Chair Handorf
6.	Adjournment (Action)	Chair Handorf

The District Governing Board may consider any item on this agenda in any order and at any time during the meeting. The District Governing Board may take action to approve, or may take other action, regarding all items of New Business, Old Business, Standing Business, or the President's Report. The Board may vote to hold an executive session for the purpose of obtaining legal advice from the District's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03 (A)(3).
Should the District's attorney not be present in person, notice is further given that the attorney may appear by speakerphone.



Northland Pioneer College

Post Office Box 610 • Holbrook, AZ 86025 • (928) 524-7311 • Fax (928) 524-7312 • www.npc.edu

- **Clyde Dangerfield**
 Cantelme & Brown, P.L.C.
 3003 N. Central Ave., Suite 600
 Phoenix, AZ 85012
 Rate: PPL rate of \$195/hour for investigations
 Experience: See attached resume
- **C. Benson Hufford**
 Hufford Horstman Mongini Parnell & Tucker, PC
 Tucson, Arizona (although he travels to the Flagstaff office once per month)
 Rate: \$250/hour for investigations
 Experience: See attached biography from firm website
- **Amy Lieberman**
 Executive Director, Insight Employment Mediation, LLC
 8149 N. 87th Place, Suite 208
 Scottsdale, AZ 85258
 Rate: \$300/hour for investigations; travel would \$150/hour unless a flat fee is negotiated (see attached email)
 Experience: See attached Resume
- **Prudence Lee**
 Rates: \$150/hour for investigation and \$25/hour for travel outside of Maricopa County (see attached email)
 Experience: See attached resume
- **Jennifer MacLennan**
 Gust Rosenfeld P.L.C.
 One East Washington Street, Suite 1600
 Phoenix, AZ 85004
 Rate: \$370/hour (with possible 10% discount for public clients) (see attached email and rate sheet)
 Experience: See attached resume
- **Pierce Coleman**
 2020 North Central Ave., Suite 670
 Phoenix, AZ 85004
 Rate: \$250 - \$225 per hour for investigations (see attached rate sheet)
 Experience: See attached resumes

- **Jack Barker, Esq.**
1630 East White Mountain Blvd., Suite B
Pinetop, Arizona 85935-7042
(928) 367-2448
- **Rod McDougall, Esq.**
6739 North 2nd Avenue
Phoenix, Arizona 85013-1206
(602) 274-0522
- **Don Peters**
PETERS, CANNATA & MOODY PLC
3030 North Third St., Suite 905
Phoenix, Arizona 85012
Tel 602 248 2900

From: Clyde Dangerfield <CRD@cb-attorneys.com>
Sent: Tuesday, April 26, 2016 12:36 PM
To: Kristin Mackin
Subject: Resume for Clyde Dangerfield
Attachments: D.2. Clyde Dangerfield Resume.pdf

Kristin,
Here is the resume you requested. Thank you for thinking of me! I would enjoy doing the work.
Clyde

Clyde R. Dangerfield, Esq.
Cantelme & Brown, P.L.C.
A Professional Liability Corporation
3003 N. Central Avenue, Suite 600
Phoenix, Arizona 85012
E-mail: crd@cb-attorneys.com
Direct: (602) 281-6859
Main: (602) 200-0104
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www.cb-attorneys.com

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Clyde R. Dangerfield

WORK EXPERIENCE:

Mr. Dangerfield's practice focuses on education law, school district governance, civil litigation, and government relations. He also has experience with special education law. Prior to joining CANTELME & BROWN, Mr. Dangerfield was a senior-level school district administrator for over 20 years and served as the Assistant Superintendent for Business, Legal, and Government Relations at Gilbert Unified School District from 1995 to June 2014.

Mr. Dangerfield has significant experience in a variety of School District issues, having served as President of the Board of Trustees for the Arizona School Risk Retention Trust for 15 years and as President of the School Construction Insurance Pool for more than 10 years. He was a member of the Board of Trustees of the Arizona School Alliance for Worker's Compensation Insurance and is Past President of the Arizona Association of School Business Officials (2005 - 2006), serving on the Board of Directors for that organization for 5 years.

SCHOOL DISTRICT LAW EXPERIENCE:

- Intergovernmental Agreements
- Open Meeting Law
- Public Records Law
- Student Discipline and Expulsion
- Special Education Law
- Taxation
- Contracts for Goods and Services
- Governing Board Law
- Due Process of Employees
- School Finance
- Statutory and Regulatory Interpretation

EDUCATION:

B.S., University of Utah, 1978
J.D., University of Arizona, 1981

ADMITTED TO PRACTICE:

Arizona, 1982

TEACHING EXPERIENCE:

Mr. Dangerfield teaches Legal Aspects of School Administration, School Finance, and Special Education Law for Northern Arizona University, and has taught School Business Management for Arizona State University.

PROFESSIONAL ASSOCIATIONS AND ACTIVITIES:

State Bar of Arizona
Arizona Assn. of School Business Officials
Arizona Council of School Attorneys
Arizona School Risk Retention Trust
School Construction Insurance Pool
Gilbert Schools Employee Benefit Trust
Arizona School Alliance for Worker's Compensation

COMMUNITY INVOLVEMENT:

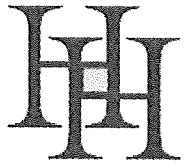
Gilbert Historical Society
Gilbert Education Foundation
Gilbert Chamber of Commerce

CANTELME & BROWN, P.L.C.

3003 NORTH CENTRAL AVENUE, SUITE 600
PHOENIX, ARIZONA 85012

TELEPHONE: 602.200.0104 · FACSIMILE: 602.200.0106

E-MAIL: DBROWN@CB-ATTORNEYS.COM



HUFFORD HORSTMAN MONGINI PARNELL & TUCKER, PC

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[our practice](#)
[resources](#)
[contact](#)

Attorneys

C. Benson Hufford
 Patrice M. Horstman
 Eve A. Parnell
 R. Gehl Tucker
 Samantha B. Kelty

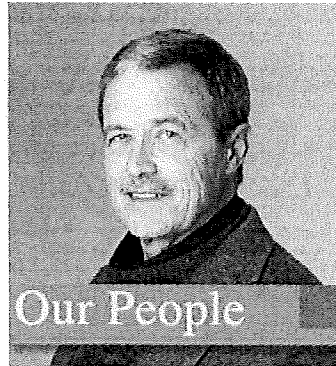
Associates

Alex D. Ivan
 Joseph D. Williams

Of Counsel

Michael E.J. Mongini
 Sara J. Powell
 Ann R. Littrell
 Lindsay R. Naas

Staff



Our People

Attorneys

C. BENSON HUFFORD

Education & School Law, Indian & Tribal Law, Employment Law, Commercial & Real Estate Law, Business & Corporate Law, Health Care Law, Municipal & Government Law, Mediation & Arbitration, Construction Law

C. BENSON HUFFORD (TUCSON / FLAGSTAFF) focuses on education and school law at the elementary, secondary, and college levels. Other areas of concentration include employment law, business and commercial law, legal services for nonprofit organizations, and Indian law. His extensive experience in administrative law includes appeals before federal, state and tribal agencies. A member of the American Arbitration Association, Panel of Commercial Arbitrators, he is also skilled in mediation and arbitration; he has served as an administrative hearing officer for the Coconino County Superior Court and Alternate Dispute Resolution Mediation Panel.

Admitted

- 1980: U.S. Court of Appeals, Ninth Circuit
- 1980: U.S. Court of Appeals, District of Columbia Circuit
- 1976: Navajo Nation Tribal Court
- 1974: White Mountain Apache Tribe
- 1972: Hopi Tribal Court
- 1971: Arizona
- 1971: U.S. District Court, Arizona
- 1968: Ohio
- 1968: U.S. Court of Appeals, Sixth Circuit

Education

- 1968: Columbia University, New York, New York (J.D.) — Phi Alpha Delta
- 1965: College of Wooster, Ohio (B.A.) — Cum Laude

Professional Organizations

- Coconino County Bar Association (President, 1982)
- Ohio State Bar Association (inactive)
- State Bar of Arizona
- Navajo Nation Bar Association
- Pima County Bar Association
- American Bar Association
- Arizona Bar Foundation (Past President, Member of Board of Directors)
- Arizona Equal Justice Campaign (Member of Board of Directors)
- William E. Morris Institute for Justice (Member of Board of Directors)
- DNA-people's Legal Services (Former Member of Board of Directors, Past Vice President)
- National and Arizona Council of School Attorneys

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Ben Hufford has earned the highest possible rating (AV) from Martindale-Hubbell legal directory. This means that his legal abilities have been judged by our peers as "very high to pre-eminence," and that his general recommendation rating is "very high."

From: Amy Lieberman <amy@insightemployment.com>
Sent: Tuesday, April 26, 2016 6:45 PM
To: Kristin Mackin
Subject: RE: investigation
Attachments: Resume March 2016 pdf.pdf

Kristin,

Thank you for your inquiry. As a follow-up to our call today, my rate for investigation work is \$300 per hour. I will charge half-rate for travel time, unless a flat rate is negotiated in advance.

I have attached my most current resume. I have done numerous investigations for both the public and private sectors over the past 15 years, and also teach investigation courses to HR professionals and attorneys.

I appreciate the consideration, and please feel free to contact me with any questions.

Best regards,
Amy Lieberman

Amy L. Lieberman, Esq.
Executive Director
Insight Mediation Group LLC
amy@insightmediation.com

8149 North 87th Place, Suite 208
Scottsdale, Arizona 85258
(o) 480-246-3366
(c) 602-284-4287



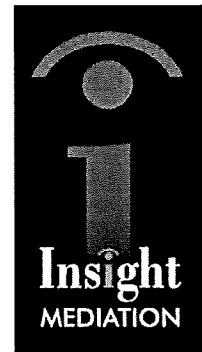
From: Kristin Mackin [<mailto:kmackin@sims-murray.com>]
Sent: Tuesday, April 26, 2016 2:43 PM
To: Amy Lieberman
Subject: investigation

Ms. Lieberman,



AMY L. LIEBERMAN, Esq.

Executive Director
INSIGHT EMPLOYMENT MEDIATION LLC
8149 N. 87th Place, Suite 208
Scottsdale, Arizona 85258
(480) 246-3366 amy@insightmediation.com



EMPLOYMENT

2002-present

Mediator, Arbitrator and Executive Director, Insight Employment Mediation LLC, and Insight Mediation Group LLC, Scottsdale, AZ

Conflict Resolution Professional Services: (1) **Mediation** of legal claims, EEOC charges and lawsuits, individual, multi-party and class actions; internal workplace disputes involving interpersonal, executive and group conflict; commercial, partnership and labor-management disputes. (2) **Investigation** of harassment, discrimination, retaliation and hostile work environment claims. (3) **Arbitration** of employment and business disputes. (4) **Training** in mediation, conflict management and resolution, communication, investigations, harassment and discrimination laws. (5) **Hearing Officer** for government personnel boards.

Professional Distinctions: Ms. Lieberman has resolved over 1200 conflicts. She is the author of the acclaimed book, *“Mediation Success: Get it Out, Get it Over, Get Back to Business,”* and numerous published articles on ADR topics. She speaks nationwide on mediation, arbitration, conflict management and resolution. Professional distinctions include:

- *Best Lawyers in America - ADR (10+ years)*
- *Southwest SuperLawyers – ADR (10+ years)*
- *Top 25 Women Southwest Superlawyers 2015*
- *Ranking Arizona Leading Lawyers – ADR (Ranked #1 in ADR 2013)*
- *Top Lawyers in Phoenix - ADR*
- *Arizona’s Finest Lawyers - ADR*
- *AAA Mediator and Arbitrator*
- *ACR Advanced Practitioner, Workplace Mediation*
- *ACR Advanced Practitioner, Employment Arbitration*
- *Fellow, American College of Civil Trial Mediators*
- *National Academy of Distinguished Neutrals*
- *CPR Panel of Distinguished Neutrals*
- *IMI certified Mediator*
- *EEOC Mediator*
- *FINRA Mediator and Arbitrator*
- *U.S. Bankruptcy Court roster of mediators*
- *Arizona Association of Realtors, Mediator and Arbitrator*
- *GSA Contractor, Mediation, Conflict Management Training(2011-2016)*

Ms. Lieberman is retained by individuals, private entities and public sector organizations. She has also served in the following capacities:

Mediator, American Arbitration Association (Commercial/Employment); Equal Employment Opportunity Commission; Arizona Civil Rights Division; Bureau of Reclamation; Bureau of Land Management; Bureau of Indian Affairs; FINRA; Arizona Association of Realtors; Justice Courts; State of Arizona; U.S. Air Force

Arbitrator, American Arbitration Association (Commercial/Employment); FINRA; U.S. District Court, Arizona Association of Realtors

Hearing Officer, State of Arizona Personnel Board; Maricopa County Merit Commission; City of Phoenix Civil Service Board; Phoenix Employment Relations Board; University of Arizona; Arizona State University; Northern Arizona University; City of El Mirage; City of Williams; Gila Crossing Community School; City of Surprise; Mohave County Superior Court; Judicial Merit System Commission, Maricopa County; City of Goodyear; Lake Havasu City; Town of Gilbert

Judge Pro Tem, Superior Court of Arizona, Maricopa County (2002-2012)

Faculty, IEM, Arizona Employer's Council, AGTS, Ross-Lieberman Training Center

2001-2002

Employment Mediation and Training Specialist, Out-of-Court Solutions, Phoenix, AZ

Full-time neutral, involving similar work and service capacities as above.

1993-2001

Assistant City Attorney, City of Scottsdale, Arizona

Employment law and general civil litigation, negotiation and resolution of complex disputes and personnel matters. Certified Civil Treatment trainer, for managers and employees. Instructed management on employment discrimination, ADA, FMLA, EEOC claims, grievances, and risk management issues. Represented city departments in Personnel Board Hearings. Legal advisor to Human Resources, Risk Management, Police Department.

1988-1993

Partner, Horne, Kaplan and Bistrow, P.C., Phoenix, Arizona

Employment law, complex commercial and general civil litigation, administrative, construction and government contracting law, as well as personal injury and domestic relations. Significant trial experience in both tort and commercial cases.

1986-1988

Associate Attorney, Black, Robertshaw, Copple & Pozgay, Phoenix, Arizona

Insurance defense and general civil litigation. Significant trial experience, including arbitrations, superior court trials, federal court appearances and appeals.

1984-1986

Associate Attorney, O'Connor, Cavanagh, et. al., Phoenix, Arizona

Insurance defense litigation, including depositions, motions, settlement negotiations, research, and trial work.

1980

**Congressional Intern, Office of Congressman Nicholas Mavroules
Washington, D.C.**

EDUCATION

1981-1984

J.D. with highest distinction, University of Arizona College of Law

1977-1981

B.A. with highest distinction, University of Denver - Psychology/Political Science

AFFILIATIONS

State Bar of Arizona - Chair, ADR Section (2003-2004); Vice-Chair 2002-2003, Executive Council (2008-11); Labor and Employment Section, (CLE committee 2013-14); Former Board of

Directors, Young Lawyers' Division
Maricopa County Bar Association – ADR, Corporate Counsel Sections; Former Board of
 Directors, Young Lawyers' Division
American Bar Association, Labor and Employment and ADR sections
American Arbitration Association, Employment Advisory Board, Arizona (Chair, 2006-2008)
Arizona ACR – Founding member, Former Board of Directors
Association for Conflict Resolution (ACR) – Workplace and Training Section Member
Maricopa County ADR Association, past member, Board of Directors
Valley of the Sun Human Resources Association (AZ SHRM)
Scottsdale Training and Rehabilitation Services, Advisory Board
Scottsdale Leadership, former Board of Directors
Vistage, former Member, current Speaker
Women President's Organization, Phoenix, AZ
Workplace Investigations Group

PUBLICATIONS

Book

“MEDIATION SUCCESS: GET IT OUT, GET IT OVER, and GET BACK TO BUSINESS” (ISBN 9781475012033, May 2012)

Articles:

“9 Tips for Dealing with the Bully in Mediation,” Attorney at Law Magazine, February 2016
 “Cognitive Bias in Mediation,” Attorney at Law magazine, November 2015
 “Trends in Business for Resolving Disputes: Mediation,” AZ Business Magazine, July/August 2015
 “When Mediation Doesn’t Work,” Attorney at Law Magazine, July 2015
 “Is Mandatory Mediation a Bad Idea?” Attorney at Law Magazine, May 2015
 “Choosing Your Mediator,” Attorney at Law Magazine, March 2015
 “Mediation Success Checklist,” Attorney at Law Magazine, January 2015
 “Negotiation in Mediation: The Balance of Power,” Attorney at Law Magazine, November 2014
 “Anticipating the Obstacles,” Attorney at Law Magazine, September 2014
 “The Three P’s of Mediation Psychology,” Attorney at Law Magazine, July 2014
 “Top 10 Persuasions to Mediate Disputes,” Attorney at Law Magazine, May 2014
 “Words of Wisdom for Success in Mediation,” Attorney at Law Magazine, March 2014
 “Resolving Disputes: Covenants not to Compete,” Attorney at Law Magazine, January 2014
 “The Importance of Expectations,” Attorney at Law Magazine, November 2013
 “To Disclose or Not to Disclose,” Attorney at Law Magazine, September 2013
 “The End Game,” Attorney at Law Magazine, July 2013
 “ADR in Business,” Attorney at Law Magazine, May 2013
 “Anger and Violence in Mediation,” Arizona Attorney April 2013
 “Psychic Income,” Attorney at Law Magazine, March 2013
 “Ten Steps to Effective Arbitration Advocacy,” Attorney at Law Magazine, September 2012
 “Myths and Misconceptions of Negotiation in Mediation,” Attorney at Law Magazine, July 2012
 “The ABC’s of Mediation,” Arizona Business Magazine, March/April 2012
 “Resolving Law Firm Conflicts,” Attorney at Law Magazine, February 2012
 “It’s Not Business, It’s Personal,” Attorney at Law Magazine, December 2011
 “The Driving Force of Desires: Reaching Resolution in Mediation,” Arizona Attorney, July/August 2008 (Cover Feature), and ACCTM American Journal of Mediation, 2010
 “The A-List: Emotions in Mediation,” Dispute Resolution Journal, American Arbitration Association, April 2006 and AAA’s 2010 Handbook on Mediation
 “Disputes in the C-Suite: 8 Rules of Negotiation and Resolution,” Vistage Bizmore, February 2010
 “Mediation in Health Care: The Smart Way to Resolve Conflict,” Az HealthCare HR Association Newsletter, June 2008
 “Anatomy of A Mediation,” Arizona ADR Forum, December, 2005
 “Maximize Your Mediation,” Arizona ADR Forum, December, 2004

REPRESENTATIVE SPEAKING ENGAGEMENTS / PRESENTATIONS

- “Secrets to Successful Conflict Resolution,” AZ Ombuds Association, March 2016
- “Top 10 Mistakes in Drafting Arbitration Clauses”, AZ State Bar Business Law Section, February, 2016
- “Debunking Myths: Just How Effective are Mediation Strategies?” AZ State Bar ADR Section, January 2016
- “Power and Influence: Mediation Skills”, U. of Denver Power and Influence graduate course presentation, March 2016
- “The Mediator’s Perspective,” Littler Mendelson conference, October 2015
- “Enhancing your Skills: Resolving Cases outside the Courtroom,” AZ State Bar CLE by the Sea, July 2015, San Diego, CA
- “Saving Money and Time: Mediating Federal Cases,” U.S. District Court 9th C. Annual Meeting, Tucson, March 2015
- “12 Secrets to Mediation Success: Powerful Preparation and Persuasion,” Scottsdale Bar Association, October 2014
- “Mediation Do’s and Don’ts from the Experts,” NELA Annual Convention, Boston, June 2014
- “Mediation in the Business Setting,” IMA, June 2014
- “Mediation Success: What Does it Take?” AZ State Bar, April 2014
- “Secrets to Successful Conflict Resolution,” TEC Canada, Edmonton, Vancouver, Montreal, to Toronto CAN April 2014- 2016; Vistage Dallas August 2015
- “The Power of Conflict: Embrace the Emotion” NAHRA, April 2014
- “Tips for Successful Mediation of Employment Disputes,” AZELA, February 2014
- “Getting the Money Right in Mediation: The Drama of Dollars and the Value of Psychic Income,” HRSW Conference, Dallas, October 2013, and AZ SHRM Annual Conference, September 2013
- “Mediation Success: Get it Out, Get it Over and Get Back to Business” – Arizona Association for Conflict Resolution, July 2012; AZ SHRM Annual Conference, September 2012, HR Southwest Annual Conference, Dallas, October, 2012; Northwest Valley HR Association, August 2012, Northern AZ HR Association, October, 2012
- “The Business Case for Mediation in the Public Sector” – Western Region IPMA Annual Conference, April 2012
- “Resolving Conflict: Psychic Income” – Northern AZ HR Association, March 2012
- “Preparing for Mediation and The Opening Session” – ABA Section of Dispute Resolution Annual Advanced Mediation and Advocacy Skills Institute, San Diego, November 2011
- “Control Your Destiny: Be Dispute-Wise” – AZ SHRM, September 2011
- “EEOC Technical Assistance Program – Mediator’s View” – August, 2011
- “6 Secrets of Successful Conflict Resolution” – Int’l Ass’n of Venue Managers, July 2011
- “Impact of the Economy on Resolution of Employment Disputes” – AZ SHRM, September 2010
- “Secrets to Successful Conflict Resolution: Lessons from the Expert” - Vistage national speaker, 2010-2014
- “Mediating the Non-Litigated Case” - ABAADR Annual Meeting, April 2010; AZ State Bar, January 2010
- “Building Better Workplace Communication” - Northland Pioneer College, November 2009
- “The Mediator’s Perspective: Effective Preparation and Advocacy In Mediation” - Arizona State Bar Labor and Employment Annual Seminar, October 2009
- “Resolving Executive Level Conflict” – AZ SHRM Annual Conference, September 2009
- “Conducting Effective Investigations” – AZ SHRM Annual Conference, September 2009
- “The Vanishing Jury Trial” - Arizona State Bar Annual Seminar, June 2009
- “Phoenix EEOC Technical Assistance Seminar– Mediation of EEOC Charges” - June 2009
- “Drafting Employment Arbitration Agreements” - Arizona State Bar and AAA, May 2009
- “The Driving Force of Desires – Reaching Resolution in Mediation” - Institute of Management Accountants, April 2009; IPMA, March 2009; AzSHRM State Conference, September 2008
- “Age and Disability Discrimination” - AAA and ICDR Neutrals Conference, February 2009
- “Strategic Use of ADR in the Workplace” - AzSHRM Conference, January 2009
- “Conflict Resolution in the Workplace” - American Society of Women Accountants, July 2007
- “Decision-Making and Award Writing in Labor and Employment Arbitration: Advanced Concepts” - ACR Annual Conference, Phoenix, AZ, October 2007
- “The A-List: Emotions in Mediation” - ACR Annual Conference, October 2007, Arizona State

Bar Labor & Employment Section, May 2006
"Marketing your Mediation Practice" - ACR Annual Conference, October 2007
"Resolving Conflict: Power and Perception" - AzSHRM State Conference, September 2007
"Conflict Resolution in the Workplace" - City of North Las Vegas, September 2007
"The Role of Corporate Counsel in Mediation" - Maricopa County Bar Association, June 2007
"Conflict Resolution in the Workplace" - City of Goodyear, June 2007
"Handling Employee Grievances: Consider All the Angles" - North Las Vegas Human Resource Association Annual Conference, May 2007
"Employees' Privacy Rights" - AzSHRM Annual Conference, February 2007
"Emotional Stages in Resolving Workplace Conflict Through Mediation" - Arizona Employers' Council, November 2006
"Culture Based Behaviors: Clash Avoidance" - AzSHRM State Conference, September 2006
"How to Market a Mediation Practice" - Association for Conflict Resolution, September 2006
"Building Effective Workplace Communication" - Safari International, September 2006
"Appearing Before, Choosing, and Becoming a Mediator" - State Bar Convention, June 2006
"Avoiding Workplace Liability" - Hacienda Builders April 2006
"Etiquette and Protocol in Mediation" - National Structured Settlement Trade Assn, January 2006
"Handling Employee Grievances and Complaints" - IPMA Spring Conference, April 2006
"Harassment and Discrimination" - City of Peoria, October 2005
"Comparisons of Workplace, Family and Probate Mediation" - AZ ACR, September 2005
"An Inside View of the EEOC's Mediation Program" - AzSHRM Conference, February 2005
"Distinctions Between Mediations" - ACR, September 2005
"Starting Your Own Law-Related Business" - Women Mentoring Women, January and May 2005
"Sexual Harassment and Discrimination" - First National Bank of Arizona, April 2005
"Affirmative Action" - First National Bank of Arizona, April 2005
"Harassment and Discrimination" - Matador, August 2005-2007
"Business Ethics: Harassment, Discrimination and Related Topics" - MTI Inc, 2004
"Conflict Management 101" IPMA-HR, October 2004
"On Leadership...A Seminar to Develop Your Leadership Skills" - Arizona Water Company, 2004
"Mediation of Employment Disputes" - State Bar of Arizona Convention, June 2003
"Factors to Consider in Valuing Your Case for Mediation" - State Bar Labor and Employment Section, Spring 2003
"Improving Customer Service" - Arizona Water Company, 2002
"Mediation and Other Forms of ADR" - AzSHRM Conference, 2002
"Proactively Managing Workplace Disputes" - AzSHRM State Conference, September 2002
"Conflict Resolution Process" - AZCOP, October, 2001
"Avoiding Employment Liability: Best Practices" - EPLI, 2001
"Conflict Resolution Fundamentals" - City of Mesa, 2001

REFERENCES: Testimonial references located at www.insightmediation.com

3/29/16

From: Prudence Lee <jurisprudence@q.com>
Sent: Tuesday, April 26, 2016 10:58 AM
To: Kristin Mackin
Subject: Requested resume
Attachments: Resume of Prudence Lee April 2016.rtf

Karen

Thank you for your call this morning. Attached please find my resume as you requested. As stated, my investigative rate is \$150 per hour and travel rate, when I travel outside of Maricopa County, is \$25 per hour, plus per diem expenses. My hearing officer rates for employee disciplinary hearings are lower, based on what established contract a school district "piggy-backs" on. My rates for student disciplinary hearings are \$75 per hour.

I appreciate the opportunity to share this information with you.

Prudence Lee

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Prudence Lee
Hearing Officer
jurisprudence@q.com
(602) 758-9914

Resume of Prudence Lee

Prudence Lee is a sole proprietorship operating in Phoenix, Maricopa County, Arizona. Prudence Lee is a graduate of an accredited law school, Arizona State University, and has been licensed to practice law without interruption since 1988. Prudence Lee is a member in good standing of the State Bar of Arizona. She has practiced law in Arizona for seventeen years in the areas of employment and human resources law. Prudence Lee has served as a hearing officer in the public sector for over 21 years.

Education

Juris Doctor, Arizona State University College of Law, *Cum Laude*
Master of Public Administration, Public Management, Arizona State University
Bachelor of Arts, Arizona State University, *Graduation with Distinction*

Professional

State Bar of Arizona Member in good standing since 1988

Experience

Contract Investigator for school districts including Tempe Union High School District and Kyrene Elementary School District. Performed many investigations while serving as Human Resources Director for Phoenix Elementary School District, 2005-2009.

Contract Hearing Officer for the following public sector entities:

- Maricopa County Merit Commission
Multiple employee disciplinary hearings, 12 years
- State Personnel Board
Multiple employee disciplinary hearings, 2 years
- City of Phoenix, City Manager's Office
Multiple vendor protest hearings, 3 years; City of Phoenix Civil Service Board hearing officer, beginning January, 2016
- City of Avondale
Employee disciplinary hearing in 2014
- Town of Gilbert, beginning in 2016
- Various School Districts
Multiple employee and student disciplinary hearings, 4.5 years

As a hearing officer for the above public sector entities, my responsibilities include reviewing documents prior to the hearing; ruling on pre-hearing motions, if filed; conducting pre-hearing conference calls, if needed, to narrow issues for hearing; presiding over the hearing; swearing in witnesses; explaining format of hearing to parties; answering parties' questions; listening to evidence; ruling on objections; explaining post-hearing procedures; performing post-hearing examination of evidence and testimony; and, submitting post-hearing written recommendations in accordance with Arizona Revised Statutes, rules and resolutions of commissions and boards; and, in accordance with established time standards. All employee disciplinary hearings involve employment-related matters.

Other Hearing Experience:

- Chief of Appeals, Arizona Department of Economic Security, 5 years (chief hearing officer)
- Member, Appeals Board, 5 years (appellate hearing officer)

Other Experience:

- Adjunct Professor of Ethics and Business Law, 12 years
- General Counsel and Director of Human Resources, University Public Schools, 2 years

- Director of Human Resources, Phoenix Elementary School District, 4 years
- Attorney and Director of Human Resources, Washington Elementary School District, less than 1 year
- Acting Assistant Director, Human Resources and Budget Director, Arizona State Retirement System, 2 years

As human resources director in the above positions, I addressed employment-related matters on a daily basis. As a private attorney, I advise clients on employment-related matters.

From: Jennifer MacLennan <maclennan@gustlaw.com>
Sent: Tuesday, April 26, 2016 2:06 PM
To: Kristin Mackin
Subject: investigations
Attachments: 2016 Standard Office Rates.pdf; JNM - Paragraph bio.DOCX

Kristin – thanks for your telephone message today. I have done investigations for school districts, state agencies, and community colleges related to discrimination or harassment complaints. Most recent references would be:

Pima Community College – Jeff Sylvan, Esq.
Kyrene Elementary School District – Jessica Sanchez, Esq.
AZ School for the Deaf and Blind – Paul Creasy & Anita Pyeatt.

Let me know if you would like me to provide emails/phone numbers. I have completed at least five investigations for the above referenced clients in the last year.

I am willing to travel. Standard rates are attached – the firm will typically provide a 10% discount for public agencies. We can discuss travel accommodations once I know where the investigation would be. I have attached a short resume. Let me know what else you might need.

Thanks for thinking of me.

Jennifer

Jennifer N. MacLennan, Esq.
Gust Rosenfeld P.L.C.
One East Washington Street, Suite 1600
Phoenix, AZ 85004-2553
602.257.7475 (direct)
602.448.7958 (cellular)
602.340.1538 (fax)
maclennan@gustlaw.com

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Jennifer N. MacLennan
Attorney
GUST ROSENFELD, PLC
One E. Washington, Suite 1600
Phoenix, AZ 85004
602-257-7475
macleNNan@gustlaw.com

Jennifer N. MacLennan's practice consists of representation of school districts in all legal matters. She assists school districts with their business needs and compliance reviews, including review of procurement issues; preparation of intergovernmental agreements; lease-purchase agreements; Open Meeting Law compliance; counseling human resource departments; special education litigation; representing clients in civil rights and employment discrimination matters. She is admitted and has litigated before the Ninth Circuit Court of Appeals, the Federal District Courts and local state courts. Jennifer is a frequent speaker on topics related to school law and has provided training on public law, employment law and special education law. She is AV® Preeminent™ rated by Martindale-Hubbell®, representing the highest rating in legal ability and ethical standards.

EDUCATION

- University of California at Berkeley (A.B., 1989)
- Arizona State University College of Law (J.D., 1992, Order of the Coif)

ADMISSIONS

- Arizona (1992)

PROFESSIONAL ASSOCIATIONS

- State Bar of Arizona
- Maricopa County Bar Association
- American Bar Association

COMMUNITY INVOLVEMENT

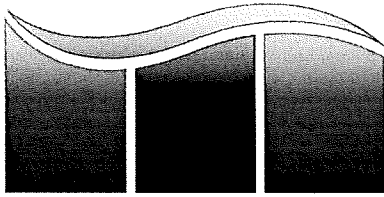
- Valley Presbyterian Day School (Board President)
- Downtown Urban Community Kids
- Junior League of Phoenix (former leadership)
- Phoenix Museum of History (former leadership)

Gust Rosenfeld P.L.C.
STANDARD OFFICE RATES
 Effective 01/01/16

O'Brien	\$480.00
Bate, M.		
Chauncey		
Jacobs		
Kramer		
Rendell		
Rosenfeld		
Ruby		
Whitney		
Wirken	\$450.00
Halter		
Stratton	\$415.00
Blain		
Blanco		
Hay		
Hood		
Keller		
McNichol		
Pashkowski		
Schmidt		
Tomkins	\$405.00
Marburger	\$395.00
Cammack, K.		
Collins, M.		
Collins, P.		
Giel		
Haws		
Malm		
McCarthy		
Speer		
Verburg	\$385.00
Segal	\$380.00
Goodwin	\$375.00
McGuire		
MacLennan		
O'Meara		
Romano	\$370.00

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STANDARD OFFICE RATES
 Effective 01/01/16

Kastner	
Kaucher	
Murphy	
Neal	
Noyes	
Sowers	
Weigand	\$350.00
Hickey	
Watson	
Woodlock	\$340.00
Abad	
Farrell	\$320.00
Loveland	
Sakas	
Smiley	
Williams	\$275.00
Nasr	\$260.00
Curry	
Stuhan	\$240.00
Bate, K.	
Harris	
Lile	\$230.00
Cammack, D.	\$225.00
Cerimagic	
Constant	\$220.00
Paralegals:	
Municipal Finance	\$205.00
Bankruptcy	\$200.00
Litigation	\$195.00
Commercial	\$190.00
Municipal Law	\$190.00
Real Estate	\$190.00
Law Clerks	\$155.00



PIERCE COLEMAN

Excellence in Employment Law

Employment Investigations

The attorneys at Pierce Coleman have personally conducted or overseen multiple investigations of alleged misconduct in organizations both public and private, including highly sensitive matters involving allegations against officers at the highest levels of those organizations. A few brief examples include:

- Conducting an investigation for a major Arizona county, involving approximately 50 witnesses, which resulted in the resignation of a department director under the threat of termination for misconduct;
- Overseeing an investigation into allegations of fraud and mismanagement of the manager of an Arizona municipality;
- Conducting an investigation of allegations disability discrimination by an employee of a school district.

Rates for the attorneys is as follows:

<i>PARTNER NAME</i>	<i>YEARS IN PRACTICE IN DESIRED AREA OF EXPERTISE</i>	<i>RATE/HOUR</i>
Justin Pierce	13	\$250
Stephen Coleman	14	\$250
<i>OF COUNSEL NAME</i>	<i>YEARS IN PRACTICE IN DESIRED AREA OF EXPERTISE</i>	<i>RATE/HOUR</i>
Kylie Crawford TenBrook	11	\$225
<i>PARALEGALS</i>		<i>RATE/HOUR</i>
Karen Chenoweth		\$75

Justin Pierce Biography



Justin is a founding member of Pierce Coleman PLLC. He represents private and public employers in wrongful termination, harassment, and discrimination claims before various government agencies charged with investigating and prosecuting employment claims, such as the EEOC, U.S. Department of Labor, and the Civil Rights Division of the Arizona Attorney General's Office, as well as in courts of various jurisdiction. He has litigated cases in the Arizona Superior Court, the Arizona Court of Appeals, and Arizona Supreme Court, as well as the U.S. District Court for the District of Arizona. He has also briefed and personally argued multiple cases at the Ninth Circuit Court of Appeals.

Justin has represented many Arizona public entities such as school districts, community college districts and municipalities in court and as the lead trial attorney in dozens of cases before county, community college, and municipal personnel appeals boards. He has also represented multiple local boards of the Public Safety Personnel Retirement System and has counseled those boards in relation to their legal duties as it relates to granting or denying disability pensions to members of the system. Justin also represents the Maricopa County Employee and Law Enforcement Merit System Commission as the Commission's attorney.

Justin is a frequent speaker before business and employer associations, including the International Public Management Association (IPMA) – HR, and the Society for Human Resource Management (SHRM). He recently served on the faculty of the Defense Research Institute for its 2015 national conference for Governmental Tort and Civil Rights Liability.

Justin is admitted to practice in all Arizona state courts, as well as the U.S. District Court for the District of Arizona, District of Colorado, Western District of Michigan and the U.S. Court of Appeals for the Ninth Circuit.

Justin received his B.S. in Accountancy in 2000 from Arizona State University and his J.D. in 2003 from the Georgetown University Law Center where he graduated with Honors, and was the Executive Editor of the Georgetown Journal of Law and Public Policy. After law school, he clerked for the Honorable Charles E. Jones, Chief Justice of the Arizona Supreme Court.

While maintaining his law practice, Justin also served in the Arizona House of Representatives from May 2011 through January 2015, where he was the Chairman of the Public Safety, Military, and Regulatory Affairs Committee. He also served as the Vice-Chairman of the House Judiciary Committee, Government Committee, and Technology and Infrastructure Committee. He also served as a member of the Education Committee, and an ad hoc House Committee on International Trade and Commerce.

Steve Coleman Biography



Steve is a founding member of Pierce Coleman PLLC. His practice focuses on the representation of management-side clients in all facets of employment law, with a primary emphasis on defending both public and private employers in lawsuits involving alleged violations of Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act, the Age Discrimination in Employment Act, the Family and Medical Leave Act, the First Amendment, the Due Process Clause, the Equal Protection Clause, the Fair Labor Standards Act, and state law discrimination and retaliation statutes.

His practice also encompasses representation of clients in proceedings before the Equal Employment Opportunity Commission, Arizona Civil Rights Division, the Department of Labor Wage and Hour Division, and other administrative agencies.

Steve also assists clients by drafting personnel policies and employment agreements, offering advice and counseling on compliance with employment-related laws and regulations, and conducting workforce training. In addition, Steve helps clients protect their proprietary information, customer relationships, and goodwill through the preparation and enforcement of restrictive covenants, such as non-compete and non-solicitation agreements.

Steve has been involved in multiple jury trials, personnel appeals, arbitrations, and other evidentiary hearings. He has also filed numerous successful motions to dismiss lawsuits at very early stages. In addition, he has obtained summary judgment on behalf of employers in a variety of matters.

Steve is a frequent speaker on topics such as the Americans with Disabilities Act, the Family and Medical Leave Act, procedural due process, sexual harassment, and wage and hour compliance. In addition, he has authored numerous articles on employment-related topics for the Arizona Employment Law Letter.

Steve has been selected as a Rising Star in labor and employment law by Super Lawyers, an organization that recognizes outstanding attorneys based on independent research and an evaluation of 12 indicators of peer recognition and professional achievement.

Steve belongs to the Arizona State Bar Association and is admitted to practice in the Arizona Supreme Court, the United States District Court for the District of Arizona, and the United States Court of Appeals for the Ninth Circuit.

Steve graduated cum laude from the University of Pennsylvania with a B.S. in Economics from the Wharton School of Business and a B.A. in Political Science from the School of Arts and Science. He received his J.D., cum laude, from the Georgetown University Law Center.

Kylie Crawford TenBrook Biography



Kylie serves as Of Counsel for Pierce Coleman PLLC. Kylie focuses her practice on handling a variety of matters in defense of employers and municipalities including in the areas of wage and hour, medical leave, harassment, discrimination, wrongful termination, and retaliation. Kylie has represented employers before various government agencies charged with investigating and prosecuting employment claims, such as the EEOC, U.S. Department of Labor, the Arizona Industrial Commission, the Arizona Department of Economic Security, and the Civil Rights Division of the Arizona Attorney General's Office, as well as in courts of various jurisdiction.

Kylie has particular experience in the hospitality industry. Prior to joining the firm, Kylie served as in-house counsel for an international hotel chain. In that role, Kylie advised the corporation and associated hotels on a variety of employment-related issues, throughout the United States and internationally, including wage and hour, overtime, discrimination, medical and veteran leave, performance management, and separation issues. Kylie also oversaw all aspects of litigation for the corporation, including in employment, personal injury, breach of contract, bankruptcy, consumer deception, and trademark matters. Kylie's in-house experience has given her a unique understanding of the business considerations implicated in employment decisions and how those considerations must be weighed in making those decisions.

Before working in-house, Kylie exclusively practiced management-side labor and employment law in private practice with a national law firm.

Kylie has conducted many presentations for both Arizona and national audiences on a wide-ranging number of employment-related topics. Most recently, Kylie served as a presenter at the Hospitality Lawyer Conference and at the 2013-2015 Best Western International Annual Conventions. Kylie has contributed numerous articles to the Arizona Employment Law Letter over the last ten years.

Kylie graduated magna cum laude from Eastern Michigan University. She received her J.D., summa cum laude, from the University of Toledo, College of Law. After law school, Kylie clerked for the Honorable Joseph J. Farnan in the United States District Court for the District of Delaware.

In her spare time, Kylie works with the Florence Immigration and Refugee Rights Project, providing pro bono services to individuals seeking asylum in the United States on the basis of torture or political persecution. As a result of her work, Kylie was named 2014 Pro Bono Attorney of the Year by the Arizona Foundation for Legal Services and Education.