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# MEMORANDUM

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Date: August 29, 2022

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Leshner   
County Administrator

Re: **Constable Deborah Martinez**

A public funeral service for Constable Deborah Martinez will be held Thursday, September 1, at 10 a.m. at St. Augustine Cathedral, 192 S. Stone Ave. While Constable Martinez only worked for the County for a short time, she was well known and well liked in the community, and I expect many people will want to pay their respects and honor her for her service to the County and our country.

The employees of the Constables Office and other employees in the County are quite traumatized by Constable Martinez's death and Human Resources and the Employee Assistance Program are providing support as needed or requested by staff.

It is appropriate after any tragedy involving an on-duty County employee that the County conduct an administrative review of what happened. The Pima County Sheriff's Department will be conducting the Administrative Review.

As you know from past County Administrator memoranda, County Administration has been working with the Constables on administrative reforms in the office. Among the suggestions proposed last year was a Policies and Procedures Manual. I have attached the latest draft but note that it is still undergoing revisions. Presiding Constable Michael Stevenson is hoping to have it finalized in the next few weeks, though the administrative review of last week's event may result in further changes.

Once the criminal and administrative reviews of the shooting are complete it may be appropriate for the Board to discuss administration of the Constables Office and any reforms that may be necessary.

JKL/mp

Attachment

c: The Honorable Michael Stevenson, Presiding Constable  
Carmine DeBonis, Jr., Deputy County Administrator  
Francisco García, MD, MPH, Deputy County Administrator and Chief Medical Officer  
Steve Holmes, Deputy County Administrator