

# PUBLIC MEETING MINUTER FOR CORRECTIONS OFFICER RETIREMENT PLAN LOCAL BOARD ARIZONA DEPARTMENT OF CORRECTIONS



**November 01, 2018**



A public meeting of the Corrections Officer Retirement Plan Local Board for the Arizona Department of Corrections was convened **Thursday, November 01, 2018 10:00 a.m.** at the **Arizona Department of Corrections, 1601 West Jefferson, Phoenix, Arizona, 85007.**

The Board may discuss/vote on items at any time, the Board may enter into Executive Session pursuant to A.R.S 38-431.03 (A) (2) and obtain legal advice pursuant to A.R.S 38-431.03 (A) (3) to discuss details of a serious or confidential nature.

Present at the meeting were the following individuals:

Michael Smarik, Board Chair	Pamela Linnins, Board Attorney
Dionne Martinez Board Member	Caroline Shoemaker, Assistant Attorney General
Kevin Curran, Board Member	Sandra Moreno, Local Board Secretary
Judy Frigo, Board Member	
<b>Guests</b>	
Kellen Hunt	Jeryline R. Hyland, Benefits Manager

- I. **CALL TO ORDER** - Called to order of the CORP Local Board Meeting by **Michael Smarik** at 10:00 am. Thursday, November 01, 2018

**ROLL CALL**  
**OPENING REMARKS**

**II. APPROVAL OF MINUTES –**

- a. Approval of Public and Executive Session Minutes from the October 10, 2018 meeting.

<b>MOTION 11-18-01</b>	
Motion:	Approved
Moved by:	Kevin Curran
Seconded by:	Dionne Martinez
Discussion:	
In Favor:	Smarik - aye Curran - aye Martinez - aye Frigo - Aye
Motion:	Passed

- III. **NORMAL RETIREMENTS:** The following applications have been filed and are presented for Local Board consideration: The Board has received all retirement documentation from all applicants.

**a. Retirements**

- 1) Paul Baselice
- 2) John Chavez
- 3) Steven Garza
- 4) Adan Gonzalez
- 5) Jesus Estrada Jr.
- 6) Marty Hill
- 7) Cheryl Keefe
- 8) Alexis Kincade
- 9) Nathalie Nelson
- 10) Terry Nord
- 11) Buddy Norris
- 12) Gina Quihuis
- 13) Sylvain Quirion
- 14) Jose Rascon
- 15) James Sablan
- 16) Rose Sanders
- 17) Marco Uribe
- 18) Vahnita Williamson
- 19) Robert Yesenski
- 20) Rene Zozaya

MOTION 11-18-02	
Motion:	Approve Normal Retirements - III a. 1 -20
Moved by:	Kevin Curran
Seconded by:	Dionne Martinez
Discussion:	
In Favor:	Smarik - aye Curran - aye Martinez - aye Frigo - Aye
Motion:	Passed

**b. Deferred Annuity**

- 1) None

**c. Rescind Retirement**

- 1) None

**IV. SURVIVOR BENEFITS:**

- a. Robert Samson (Linda)
- b. Juan Amaya (Zulema)

MOTION 11-18-03	
Motion:	Approve Survivor Benefits - IV a. and b.
Moved by:	Kevin Curran
Seconded by:	Dionne Martinez
Discussion:	Pending receipt of documentation for Carden and Rhoden
In Favor:	Smarik - aye Curran - aye Martinez - aye Frigo - Aye
Motion:	Passed

**V. DEATH BENEFITS:**

- a. None

**VI. REQUEST TO REMAIN IN ASRS/CORP:**

- a. **Kellen Hunt** - Mr. Hunt was hired on September 24, 2018 to fill a CORP designated position, Correctional Education Program Teacher, he is requesting to remain in ASRS. He currently has approximately 7 years as an ASRS Member.
- a. **Michele Gale** - Ms. Gale was hired on September 10, 2018 to fill a CORP designated position, Correctional Education Program Teacher, she is requesting to remain in ASRS. She has 11 years as an ASRS Member.

MOTION 11-18-04	
Motion:	Approve Request to Remain in ASRS - VI. a. and b.
Moved by:	Kevin Curran
Seconded by:	Dionne Martinez
Discussion:	
In Favor:	Smarik - aye Curran - aye Martinez - aye Frigo - Aye
Motion:	Passed

**VII. DISABILITY RETIREMENTS:**

- 1) Review cover letter draft advising staff approved for a disability of the up-coming review.

Discussion:	Cover letter will be reviewed once the policy is approved. An approval and denial letter outlining appeal process will also be required.
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- 2) Review policy draft.

Discussion:	Board will give greater thought to the policy draft and make recommendations at the December 2018 Meeting.
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**VIII. GENERAL DISCUSSION:**

**a. Return to work:**

- 1) **Brian Whitis** retired from a CORP designated position on September 21, 2018; returned as a Correctional Records Clerk II an ASRS designated position on October 01, 2018.
- 2) **Terry Nord** retired from a CORP designated position on September 28, 2018; returned to as a Auditor III an ASRS designate position on October 09, 2018.

**b. HR Administrations recommended change to Cover Letter for the Application for Retirement.**

Discussion:	Approved with change; revising which may cause a delay, up to one month by deleting up to one month. (which may cause a delay)
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**c. Next Board Meeting will be on December 06, 2018.**

**X. CALL TO PUBLIC** – This is the time for the public to comment. Members of the Local CORP Board may not discuss items that are not on the agenda, except to address criticism from the public. Therefore, pursuant to A.R.S. § 38-431.01(H), the Local CORP Board’s reaction to any public comment is limited to addressing comments or recommending that the Local CORP Board or Staff responds or study such comment or schedule the subject matter for further consideration at a later date after appropriate notice.

Kevin Curran moved to adjourn meeting at 10:30 am.

Transcribed on **November 23, 2018**

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Sandra Moreno, Board Secretary