

**PUBLIC MEETING MINUTES  
FOR CORRECTIONS OFFICER RETIREMENT PLAN LOCAL BOARD  
ARIZONA DEPARTMENT OF CORRECTIONS**

A public meeting of the Corrections Officer Retirement Plan Local Board for the Arizona Department of Corrections was convened **Tuesday, July 10, 2012 11:00 a.m.** at 1831 W Jefferson, Phoenix, AZ 85007.

Present at the meeting were the following individuals:

Michael Smarik, Acting Board Chair  
George Herman, Board Member  
Brian Luse, CORP Board Attorney  
Jeffrey Potter, Board Secretary

Paul Turley, Board Member  
Staci Fay, Board Member

Mary Turner – Pension Benefit Coordinator

James O’Neil, Board Chair - Absent

**I. CALL TO ORDER** – Local board meeting called to order by Acting Board Chair **M. Smarik** at **11:00 a.m., Tuesday, July 10, 2012.**

**II. APPROVAL OF MINUTES** –

MOTION 07-12-1	Approval of Public Session Minutes
Motion:	Approval of Public Session Minutes from June 7, 2012.
Moved by:	George Herman
Seconded by:	Staci Fay
Discussion:	None
In Favor:	Unanimous
Motion:	Passes

**III. DISABILITY RETIREMENTS** – Items may be discussed/voted on by the Board. 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 and A.R.S. 38-841.03 (2) - discussion of records exempt by law from public inspection (e.g. medical records). The Executive Session may be required to discuss medical histories.

Michael Smarik calls for Executive Session to discuss legal issues with the disabilities  
 Adjourn for Executive Session 11:03 am  
 Return from Executive Session 11:20 am

- a. **Stephen Nettles (Ordinary)** – Mary Turner reported that the Board sent a letter requesting additional information from the examining Doctor, but the Board has not received a response.
- b. **Corey Kuykendall (Accidental)** –Board reviewed the letter from Mr. Kuykendall’s attorney requesting a rehearing.

MOTION 07-12-2	Disability
Motion:	Deny request for rehearing
Moved by:	Paul Turley
Seconded by:	George Herman
Discussion:	Mr. Turley pointed out that no new medical documentation has been submitted with the request for a rehearing. Mr. Herman and Mr. Smarik agreed that the letter did not bring any new information.
In Favor:	Unanimous
Motion:	Passes

**IV. 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. July 1, 2012**

- 1. Beulah E Bedford**
- 2. Debra A. Braun**
- 3. Evangline Chatt**
- 4. Susan J Emore**
- 5. Annie V. Frizzell**
- 6. Daniel R Fruechting**
- 7. David K Gartner**
- 8. Ronald E Gay**
- 9. Mary R. Hayes \***
- 10. Donna F Hunt**
- 11. Pamela G Kafer**
- 12. Michelle Morgan**
- 13. Rosemary Oldread**
- 14. Humberto R Otero**
- 15. Humberto Sirvent**
- 16. Alaine A Taylor**

**b. August 1, 2012**

- 1. Leandro J Cruz**

**c. September 1, 2012**

- 1. Audrey A Burke**
- 2. Kirk I Duggan**
- 3. Herbert M Gladwill Jr**
- 4. Paul V Johnson**
- 5. Robert J Morrow**

**d. Dorothy Eagan**

MOTION 07-12-3	Approval of Normal Retirements
Motion:	To approve items IV a, b, c, d excluding IV a. 9. due to lack of paperwork.
Moved by:	Staci Fay
Seconded by:	George Herman
Discussion:	IV. a. 9. has not returned the final documents and has not returned calls or emails.
In Favor:	Unanimous
Motion:	Passes

**V. SURVIVOR BENEFITS** – – Items may be discussed/voted on by the Board. 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. The following applications have been filed and are presented for Local Board consideration:

- a. John Brown (Geneva)**
- b. Carl Engelbrecht (Josephine)**
- c. Henry Hernandez (Sandra)**

MOTION 07-12-4	Approval of Survivor Benefits
Motion:	To approve items V. b. for Survivor Benefits
Moved by:	Staci Fay
Seconded by:	Paul Turley
Discussion:	V. a. and V. c have not received paperwork.
In Favor:	Unanimous
Motion:	Passes

- d. Yvonne Quie** –Mary Turner reported that multiple attempts have been made to contact Ms. Kwi-Fondo with no progress. A formal certified letter has been drafted to send, waiting on approval from James O’Neil

**VI. DEATH BENEFITS** - – Items may be discussed/voted on by the Board. 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. The following applications have been filed and are presented for Local Board consideration:

- a. Billy Gilchrist (Billy)**
- b. Charles Selbe (Bertha)**

MOTION 07-12-5	Approval of Death Benefits
Motion:	Approve VI. b. for death benefit
Moved by:	Staci Fay
Seconded by:	Paul Turley
Discussion:	VI. a. Gilchrist has not sent forms, will table to next meeting.
In Favor:	Unanimous
Motion:	Passes

**VII. REQUEST TO REMAIN IN ASRS/CORP –**

The following applications have been filed and are presented for Local Board consideration:

- a. **April Talley – request to remain in CORP.** Has over 19 years of service, placing her in a double fill position until 8/17/12 when she would reach eligibility for retirement.

MOTION 07-12-6	Approval of request to remain in CORP
Motion:	Approve VII. a. to remain in CORP
Moved by:	Staci Fay
Seconded by:	George Herman
Discussion:	None
In Favor:	Unanimous
Motion:	Passes

- b. **Gina Quihuis – request to remain in CORP.** Has over 13 years of CORP membership.

MOTION 07-12-6	Approval of request to remain in CORP
Motion:	Approve VII. b. to remain in CORP
Moved by:	George Herman
Seconded by:	Staci Fay
Discussion:	None
In Favor:	Unanimous
Motion:	Passes

- c. **Vanessa Headstream – request to remain in CORP.** Has over 5 years of CORP membership.

MOTION 07-12-7	Denial of request to remain in CORP
Motion:	Deny VII. c. to remain in CORP
Moved by:	Staci Fay
Seconded by:	George Herman
Discussion:	With only 5 years of service, does not mean “temporary fill”.
In Favor:	Unanimous
Motion:	Passes

- d. **John Mitchell – request to remain in CORP.** Has over 15 years of CORP membership. Job change due to privatization of Health Services.

MOTION 07-12-8	Approval of request to remain in CORP
Motion:	Approve VII. d. to remain in CORP
Moved by:	Staci Fay
Seconded by:	George Herman
Discussion:	None
In Favor:	Unanimous
Motion:	Passes

- e. **Victoria Mendez – request to remain in ASRS.** Has over 17 years of ASRS membership. Job change due to privatization of Health Services

MOTION 07-12-7	Approval of request to remain in CORP
Motion:	Approve VII. e. to remain in CORP
Moved by:	Staci Fay
Seconded by:	George Herman
Discussion:	None
In Favor:	Unanimous
Motion:	Passes

**VIII. GENERAL DISCUSSION** – Items may be discussed/voted on by the Board. 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.

a. **Update from CORP meeting –**

- i. **Requested that new hires, refunds, and ACR members be listed on the agenda.**  
 DOC has not done this in the past. Michael Smarik stated that this would assist in insuring a pre-existing physical is completed. No action.

- ii. **Requested that pension benefit amounts be listed on the agenda**  
 Michael Smarik stated that he did not see a reason to list benefit amounts. Mary Turner stated that adding amounts to the agenda would complicate approvals. She stated that if an error occurred in determining the benefit, the Board would have to approve the new amount which could cause a delay in payment. No action.

- iii. **Disabilities must be on the agenda within 90 days of receipt of application**  
 Michael Smarik suggested that this would be a good idea since it gives the member a time frame to complete the process of gathering information and completing forms. Ms. Turner will begin the process of listing disabilities when they are first received by the Board.

**IX. CALL TO PUBLIC – None**

Meeting adjourned at **11:55 am**  
 Transcribed this 10th day of July 2012.

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Jeffrey G. Potter, Local Board Secretary