

**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 **Thursday May 1, 2014 10:06 a.m.** at the **Department of Corrections, 1601 W. Jefferson, Phoenix, Arizona, 85007.**

Present at the meeting were the following individuals:

Michael Smarik, Board Chair	George Herman, Board Member
Paul Turley, Board Member	Carson McWilliams, Board Member – Board Member
Pamela Linnins, Asst. Attorney General	Staci Fay, Board Member – Board Member – Telephonically
Jeffrey Potter, Board Secretary	Mary Turner, Pension Benefit Coordinator
<b>Guests</b>	
Stacy Johnson - Member	

**I. CALL TO ORDER** – Called to order the Local CORP Board meeting by **Michael Smarik** at **10:06 a.m., Thursday May 1, 2014.**

**II. APPROVAL OF MINUTES –**

MOTION 05-14-01	
Motion:	Approval of Public and Executive Session Minutes from April 3, 2014.
Moved by:	P. Turley
Seconded by:	C. McWilliams
Discussion:	None
In Favor:	Unanimous
Motion:	Passed

**III. DISABILITY RETIREMENTS –**

**a. Corey Kuykendall – Accidental and Total and Permanent claims**

Received an email from Steven Herron who reviewed the medical report from Dr. Parker. Mr. Herron recommended Marisa Menchola, PH.D. since she is qualified to undertake this type of evaluation. Mary Turner noted that statutes require a medical doctor or D.O. to review medical documentation. The Board had no issue using Dr. Menchola doing the evaluation since Dr. Parker will do the final review.

**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. Deferred Annuity/Retirement**

1. **Richard Dorien – Rescinding application for a deferred annuity**
2. **Shane Chatwin – Rescinding retirement application**

**b. May 1, 2014**

1. **Christopher Candelaria**
2. **Mary Capalby**
3. **Vanessa Dunagan**
4. **Joseph Jericho**
5. **Kelly R Knoll**
6. **Curtis Pearson**
7. **Jeff J Perez**

**c. June 1, 2014**

1. **Sylvia Beasley**
2. **Steven M Braden**
3. **Sheryl L Cudney**
4. **Daniel Flores**
5. **Martin Madrid**

**d. July 1, 2014**

1. **Steve Hoagland**
2. **Gabriel T Lagunas**

MOTION 05-14-02	
Motion:	Rescind IV a. deferred annuity and retirement, approve retirement for IV b 2-7, c 1-5, and d 1-2 request for retirement. Place on hold IV b. 1. Due to lack of documentation.
Moved by:	C. McWilliams
Seconded by:	G. Herman
Discussion:	Mr. Dorien and Mr. Chatwin requested that their retirement be rescinded. Mr. Candelaria filed retirement late and did not want to come to Phoenix to process the paperwork. Mr. Candelaria stated he did not have an issue with his first retirement check being delayed.
In Favor:	Unanimous
Motion:	Passed

**V. SURVIVOR BENEFITS –** The following applications have been filed and are presented for Local Board consideration:

- a. None

**VI. DEATH BENEFITS -** –The following applications have been filed and are presented for Local

Board consideration:

- a. **Georgiann Bevins**
- b. **Michele O’Brien**

MOTION 05-14-03	
Motion:	No Action
Moved by:	
Seconded by:	
Discussion:	No documentation has been received. Was placed on the agenda in hopes the Board would receive the documentation
In Favor:	
Motion:	

**VII. REQUESTS TO REMAIN IN ASRS/CORP**

- a. **Keith Cook – Request to remain in ASRS**

MOTION 05-14-04	
Motion:	Approve request to remain in ASRS
Moved by:	C. McWilliams
Seconded by:	P. Turley
Discussion:	Has over 9 years in ASRS as a teacher. Accepted a position as a Correctional Education Program Teacher with DOC. Requesting to remain in ASRS.
In Favor:	Unanimous
Motion:	Passed

- b. **John Peterson – Request to remain in ASRS**

MOTION 05-14-05	
Motion:	Approve request to remain in ASRS
Moved by:	C. McWilliams
Seconded by:	G. Herman
Discussion:	Has over 15 years in ASRS. Accepted a position as a Correctional Education Program Supervisor and wants to remain in ASRS. Currently on a waiver as a Correctional Education Program Teacher.
In Favor:	Unanimous
Motion:	Passed

- c. **Stacy Johnson – Request to remain in CORP**

MOTION 05-14-06	
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Motion:	Approve request to remain in CORP
Moved by:	C. McWilliams
Seconded by:	G. Herman
Discussion:	Has over 18 years in CORP. Accepted a lateral transfer to the position of Information Technology Specialist 3 effective April 13, 2014 and wants to remain in CORP. Was approved for his first waiver to remain in CORP effective April 7, 2006. Was approved for a second waiver to remain in CORP effective April 7, 2009.
In Favor:	Unanimous
Motion:	Passed

**d. Deborah Riccobono – Request to remain in CORP –**

MOTION 05-14-07	
Motion:	Approve request to remain in CORP
Moved by:	C. McWilliams
Seconded by:	G. Herman
Discussion:	Has over 17 years in CORP. Is considering a promotion to Personnel Analyst II and wants to remain in CORP. Was approved for her first waiver to remain in CORP effective July 21, 2012.
In Favor:	Unanimous
Motion:	Passed

**VIII. GENERAL DISCUSSION –**

**a. Hearing Officer III - AUN06051/12**

This position reports directly and works under minimal supervision of the General Counsel; establishes and maintains work standards, procedures, methods and rules for reviewing, investigating and rendering appropriate grievance and disciplinary appeal responses at the Director’s level which exhausts the inmate’s administrative remedies.

ADC Management does not believe the duties merits inclusion in the Correctional Officer Retirement Plan.

MOTION 05-14-08	
Motion:	Approval Hearing Officer II to be an ASRS position
Moved by:	C. McWilliams
Seconded by:	P. Turley
Discussion:	ADC management requests that the position be under ASRS
In Favor:	Unanimous
Motion:	Passed

**b. Update of the voting for the elected Board position to expire this year.**

A test run of the nomination and voting web sites went very well. A purchase order for the posters; one for nominations and one for voting are in process. The posters in addition to the web site will inform CORP members about the election. The poster should be ready in a week or two for distribution. Carson McWilliams stated to let him know so he can assist in telling the Wardens.

The web sites will include a photograph and biography on all nominated CORP members for a Board position.

A letter was sent to the Director's office about the Governor appointed CORP Board positions. Mr. McWilliams stated he will follow up on the letter

**IX. CALL TO PUBLIC –**

Stacy Johnson requested information on how the CORP Board will deal with the number of position changes that will occur in the IT department. Mr. Johnson is concerned whether members on a wavier would need to reapply or would it be automatic. Michael Smarik stated that we will put the issue on the agenda for discussion at the next Board meeting.

Meeting adjourned at **10:26** a.m.

Transcribed on **1st day of May 2014**.

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Jeffrey G. Potter, Local Board Secretary