

**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, September 6, 2012 11:00 a.m.** at 1831 W Jefferson, Phoenix, AZ 85007.

Present at the meeting were the following individuals:

Michael Smarik, Board Chair  
Carson McWilliams – Board Member  
Jeffrey Potter, Board Secretary

Paul Turley, Board Member  
George Herman, Board Member  
Pamela Linnins – Asst. Attorney General

Staci Fay, Board Member - Absent

Mary Turner – Pension Benefit Coordinator - Absent

**I. CALL TO ORDER** – Called to order the Local CORP Board meeting by **Jeffrey Potter** at **11:00 a.m., Thursday, September 6, 2012.**

|                |  |
|----------------|--|
| MOTION 09-12-1 | Called for a vote for a new CORP Board Chairperson |
| Motion:        | Approval Michael Smarik for Board Chairperson      |
| Moved by:      | George Herman                                      |
| Seconded by:   | Paul Turley  |
| Discussion:    | None   |
| In Favor:      | 3 for, 1 abstention                                |
| Motion:        | Passes   |

**II. APPROVAL OF MINUTES –**

|                |  |
|----------------|--|
| MOTION 09-12-2 | Approval of Public Session Minutes and Executive Minutes         |
| Motion:        | Approval of Public/Executive Session Minutes from August 7, 2012 |
| Moved by:      | Paul Turley  |
| Seconded by:   | George Herman  |
| 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.

**a. Steven Nettles (Ordinary)**

Mary Turner is currently working with a doctor to perform an IME. Once the discussion with the

doctor is complete, Mr. Nettles will be contacted to schedule the IME.

**b. Rosemarie Villanueva**

Ms. Villanueva applied for a refund of her CORP contributions. Ms. Villanueva is no longer eligible for a disability retirement due to the refunding of her CORP contributions.

**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. September 1, 2012**

1. **Jesus A Ballestros**
2. **David V Bojorquez**
3. **Martin R Calvillo**
4. **Warren E Davis**
5. **Cheryl D Horton**
6. **John W Koellen**
7. **Thomas Martin**
8. **Barbara A Muniga**
9. **Matthew S Proto**
10. **Tod R Schulz**
11. **Grander J Zakerwski**

**b. October 1, 2012**

1. **Keith E Beck**
2. **Phyllis J Irwin**
3. **Christopher Reidy**
4. **Ron T Solle**
5. **Michael J Stahl**
6. **Robert J Tafoya**
7. **Richard G Tipton**

|                |  |
|----------------|--|
| MOTION 09-12-3 | Approval of Normal Retirements   |
| Motion:        | To approve items IV a 1-6, 8-11 and IV b 1-7 for retirement  |
| Moved by:      | Paul Turley  |
| Seconded by:   | George Herman  |
| Discussion:    | Item IV a 7. Mr. Martin did not supply final documentation. Will be considered next meeting upon receipt on final documentation. |
| 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. **Richard Miller – Kay**
- b. **Philip T Nickle - Lynn**
- c. **Thomas D Santiago - Thomas**
- d. **Oleaun Underwood - Linda**
- e. **Maria Woolery – Gary**

|                |  |
|----------------|--|
| MOTION 09-12-4 | Approval of Survivor Benefits              |
| Motion:        | Approve V. a thru e. for Survivor benefit. |
| Moved by:      | Paul Turley                                |
| Seconded by:   | George Herman                              |
| Discussion:    | None                                       |
| In Favor:      | Unanimous                                  |
| Motion:        | Passes                                     |

**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:

**None – no action**

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

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

- a. **Heather Coleman – request to remain in ASRS.**

|                 |   |
|-----------------|---|
| MOTION 09-12-05 | Approval of request to remain in ASRS         |
| Motion:         | Approve VII. a. to remain in ASRS             |
| Moved by:       | Paul Turley                                   |
| Seconded by:    | George Herman                                 |
| Discussion:     | Reviewed the requirements for ASRS retirement |
| In Favor:       | Unanimous                                     |
| Motion:         | Passes  |

- b. **Janeane Candelaria – request to remain in ASRS.**

|                 |   |
|-----------------|---|
| MOTION 09-12-06 | Approved of request to remain in ASRS     |
| Motion:         | Approve VII. b. to remain in ASRS         |
| Moved by:       | Paul Turley                               |
| Seconded by:    | George Herman                             |
| Discussion:     | Teachers are normally ASRS on the outside |

|           |           |
|-----------|-----------|
| 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. Human Resource Manager/ADC00I456AHO**

|                 |                                       |
|-----------------|---------------------------------------|
| MOTION 09-12-07 | Approved position to be ASRS position |
| Motion:         | Approve VIII a                        |
| Moved by:       | Paul Turley                           |
| Seconded by:    | George Herman                         |
| Discussion:     | None                                  |
| In Favor:       | Unanimous                             |
| Motion:         | Passes                                |

**b. Graphic Designer/ADC00I429AAN**

|                 |                                       |
|-----------------|---------------------------------------|
| MOTION 09-12-08 | Approved position to be ASRS position |
| Motion:         | Approve VIII a                        |
| Moved by:       | Paul Turley                           |
| Seconded by:    | George Herman                         |
| Discussion:     | None                                  |
| In Favor:       | Unanimous                             |
| Motion:         | Passes                                |

**c. Pre-existing condition physical**

The Board reviewed the form. The Board determined that the page 1 thru 5 fit the need for pre-existing conditions. The Board requested that the header and footers be updated; in addition the section “TO THE APPLICANT” needs to be update. The Board will review the final draft of the form at the next Board meeting.

**Michael Smarik called for Executive Session – 11:18 am**

**Return from Executive Session – 11:24**

**d. Annual AG Survey**

The Board reviewed the survey. Survey will be returned to the Attorney General’s office.

**IX. CALL TO PUBLIC – None**

Meeting adjourned at **11:37 am**

Transcribed this 6th day of September 2012.