

**MINUTES OF PUBLIC MEETING
FOR THE CORRECTIONS OFFICER RETIREMENT PLAN LOCAL BOARD
FOR THE SUPERIOR COURT**

A Public Meeting of the Corrections Officer Retirement Plan Local Board for the Superior Court was convened, Thursday, December 20, 2007, at 9:00 a.m., in Conference Room 228, Arizona Supreme Court Building, 1501 West Washington Street, Phoenix, Arizona.

Present at the meeting were the following individuals:

Jim Bruner, Chair	Jason Hathcock, Board Member
Phil Hanley, Board Member	Lu McLendon, Board Secretary
Kevin Kluge, Board Member	Leticia Chavez, Recorder

Guests Present:

Dave Byers
Fred Santesteban

Call to Order

Local Board Chair, Jim Bruner, called the meeting to order at 9:00 a.m. Thursday, December 20, 2007, at the Arizona Supreme Court Building, 1501 West Washington Street, Phoenix, Arizona.

- a. Oath of Office and Swearing in of New Members - Newly elected board member, Jason Hathcock, was present and was sworn in by Chairman Jim Bruner and seated as a member. Elected member, Paul Cunningham was unable to be present and will be sworn in at the next meeting scheduled for January 24, 2008.

Approval of Minutes

- a. November 16, 2007, Public Meeting Minutes.
- b. November 16, 2007, Executive Meeting Minutes.

The Chair called for any corrections or additions. There were no corrections or additions.

MOTION: A motion for approval of the November 16, 2007 Public and Executive Meeting Minutes was made by K. Kluge. Motion was seconded and passed unanimously minutes stand approved. **CORP 2007-24.**

Approval of Normal Retirements – The Local Board may consider and vote on the following applications (**a – q**) for Normal Retirement Benefits in public meeting or defer decision to a later date.

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The following applications for Normal Retirement benefits, including the pending application for Eugene Riddle, are submitted for Board approval. The application for Eugene Riddle was held over due to the fact that funds were not available to allow payment of a benefit at this time. The Fund Manager has verified that funds are now available and Mr. Riddle's application can be approved for the payment of benefits.

- a. Todd R. Baldwin
- b. Byron S. Bauer
- c. Matthew D. Brooks
- d. James W. Buzzard
- e. Martin M. Carrillo
- f. David C. Despain
- g. Barbara M. DeVary
- h. Mark J. Hendershot
- i. Karen Hoffman
- j. Clearthur Lane Jr.
- k. Paul N. Medlyn
- l. Richard L. Ortiz
- m. Sharla K. Riley
- n. James M. Showalter
- o. Randy M. Tirado
- p. Eugene Riddle (Pending)
- q. Cathy A. Wyse

MOTION: A motion was made by K. Kluge to approve applications (a-q) for Normal Retirement benefits. Motion was seconded and passed unanimously. **CORP 2007-25.**

Approval of Reverse DROP Retirement – The Local Board may consider and vote on the following application **(a)** for Reverse DROP Retirement Benefits in public meeting or defer to a later date.

- a. Nelson H. Nieschultz

MOTION: A motion was made by P. Hanley to approve the Reverse DROP application for benefit payment. Motion was seconded and passed unanimously. **CORP 2007-26.**

Retirement Eligibility Denial – The Local Board may consider and vote on the following Retirement Eligibility Denial or defer to a later date.

- a. Roger Weissmann – Application for Normal Retirement Benefits. On December 3, 2007 the CORP office received an application from Mr. Weissmann requesting approval for normal retirement benefits. The Local Board was unable to approve Mr. Weissmann's request for a normal retirement due to the fact that there are no funds or prior service on account with the Fund Manager for payment of a benefit. As a result Mr. Weissmann does not meet the eligibility criteria for a normal retirement pension under CORP.

MOTION: A motion was made by P. Hanley to deny the application for Normal Retirement submitted by Mr. Wiesmann. Motion was seconded and passed unanimously. **CORP 2007-27.**

The Chair advised the Board Secretary to provided Mr. Weissmann formal, written, notification of the Board's decision to deny his application.

Timely process of Retirement and payment of benefits

- a. Establish process flow between Local Board, ASRS and Public Safety for the timely process of retirement applications - The CORP office have received several complaints from the membership regarding the timely processing of their retirement requests and calculation of benefits. The current process for calculating retirement benefits requires that salary information be obtained from ASRS and benefit calculations verified by the Fund Manager's office before submitting the application to the Local Board for approval and payment of benefits can be made. At times, both the information from ASRS and the Fund Manager requires further clarification or correction. In some cases, changes have been requested after the benefit calculation has been verified which in some cases the change has resulted in lowering the amount of the benefit payout, for several members, after these members have received notification of an approved benefit amount. Situations such as these have been a contributing factor in several of the complaints received from members. Other complaints center around the perceived lack of responsiveness on the part of the Fund Manager's office to member inquiries and requests for assistance.
- b. Clarify roles and responsibilities – The Board suggests a meeting be held with members of Public Safety in an effort to clarify and resolve some of the issues raised by the members. In addition, it is recommended that the Local Board communicate to the membership that the Board is aware of the issues and working toward a resolution. It was determined that this communication should be placed on the CORP Website as well as e-mailed to the county Chiefs and Directors.

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The Chair requested that Board member; Jason Hathcock and Board Secretary develop the appropriate communication and means of distribution to ensure that all members received this information.

- c. Time limit for establishing date of retirement and acceptance of applications – It is the decision of the Local Board to institute the requirement of a 45 day lead time for submitting a request to retire and receive a payout the same month of the effective date of retirement. Requests received less than 45 days prior to the date of retirement will be processed the following month after the effective date of retirement. Payout for these applications will be retroactive to the effective date of retirement.

General Discussion

- a. Member Individual Account Statements – In response to questions from the membership regarding Annual Statements, the Local Board will discuss this at the upcoming meeting with the Fund Manager (PSPRS).
- b. Availability of CORP Financial Advisors – The Administrative office for the CORP Local Board does not employ financial advisors or provide financial advice to members. A part of the responsibility of this office is to provide technical guidance only regarding the Plan to the membership.
- c. Training for new Board Members – Information such as minutes from previous meetings, By Laws, Open Meeting Law, Local Board Procedures and Arizona Revised Statutes were sent to each of the new board members prior to the scheduled December meeting. Guest Fred Santesteban stated that the Public Safety website has PowerPoint presentation titled Board Member 101 training available on the web. Also, Local Board training for members is offered by Public Safety (Fund Manger) bi-annually.

Discussion was held and members agreed to adopt the following date and time for the meeting to be held in January:

Thursday, January 24, 2007 - 10:00 a.m.

Meeting adjourned

Transcribed this 20th day of December 2007

Lu Mc Lendon
Local Board Secretary