

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

A Public Meeting of the Corrections Officer Retirement Plan Local Board for the Judiciary was convened Tuesday, December 4, 2018 at 10:00 a.m., Conference Room 109, Arizona State Courts Building, 1501 West Washington Street, Phoenix, Arizona.

**Board Members Present in Conference Room 109:** Kevin Kluge, Chair; Rob Lubitz, Jason Hathcock, Mark Smalley, Danna Quinn

**Also Present in Conference Room 109:** Cynthia Kelley, Board Attorney; Annette Corallo, Board Secretary; Wanda Roberson, Recorder; Vanessa Haney, Yvonne Wong

**Call to Order:**

The Chair presented Board member Danna Quinn and Board Secretary Annette Corallo with certificates of appreciation for their years of service to the CORP Local Board. Both Ms. Quinn and Ms. Corallo are retiring, and this was the last Board meeting they will attend.

**Approval of the Minutes:**

November 6, 2018 – Public Meeting Minutes

**MOTION: A motion to approve the public meeting minutes of the November 6, 2018 meeting was made by Mark Smalley.** Motion was seconded and passed unanimously; minutes stand approved. **CORP 2018-77**

**Approval of New Board Secretary:**

According to A.R.S. §38-847.M “The local board shall elect a secretary who may, but need not, be a member of the local board.” Vanessa Haney was selected to replace Annette Corallo after her retirement.

Board member Jason Hathcock questioned whether the Board should use the word “elect” as opposed to the word “approve” when selecting a new Board Secretary.

The Board Secretary stated that the word elect comes directly from the statute. The Board Attorney stated it is typically a motion to approve a board secretary. The Chair asked that the word “elect” be changed to the word “approve” when making the motion to select the new Board Secretary.

**MOTION: A motion to approve Vanessa Haney as the Board Secretary effective January 4, 2019 was made by Rob Lubitz.** Motion was seconded and passed unanimously. **CORP 2018-78**

**Approval of 2019 Election Schedule**

Board member Jason Hathcock's term will expire on June 30, 2019. Pursuant to A.R.S. §38-893, the Board will conduct an election to fill that position effective July 1, 2019.

A proposed action plan to conduct the election was provided for the Board's review and discussion.

A vacancy in the position of "public member" will occur on June 30, 2019, when Board member Rob Lubitz's term ends. An appointment for that position will be made by the Chief Justice by May 31, 2019.

The Chair asked Board Member Rob Lubitz how long he would be available to serve on the Board during the transition period. Mr. Lubitz stated that he may be available for up to a year.

The Chair asked if any members had questions regarding the election schedule. Board member Jason Hathcock asked if the Local Board office would be charged for any unreturned ballots as they had in the past. The Board Secretary stated that the Board office will use a postal permit, so the Board is only charged for ballots actually returned.

The Chair asked newly-approved Board Secretary Vanessa Haney for an update on the process of filling Board member Danna Quinn's position. Ms. Haney responded that Jennifer Fish, the new Human Resource Director for Maricopa County Superior Court, was recommended for the position and that Ms. Fish's board packet was under review by the Chief Justice. Ms. Haney added that, if selected, Ms. Fish would be available to attend the Board's January 8, 2019 meeting. The Chair advised that, if selected, Ms. Fish would be filling a public member vacancy mid-term and her term will end in June 2019. The Chair added that at the end of her term, the Board would have to discuss with Ms. Fish her availability to serve a four-year term.

The Chair asked if training was available for new board members. The Board Secretary stated that she will be putting together a packet with general overview items like board rules and statutes for each new member. She also advised that PSPRS does provide training once a year in the Spring for new board members and board secretaries, but due to the rollout of Tier 3 they did not provide training this year.

**MOTION: A motion to approve the election plan for the Board vacancy to occur when member Jason Hathcock's term ends on June 30, 2019 was made by Mark Smalley. Motion was seconded and passed unanimously. CORP 2018-79**

### **Decision on Notice of Retiree Return to Work**

The Board received a Notice of Retiree Return to Work from Maricopa County for Sean C. Clifford. The form indicated that Mr. Clifford retired under CORP on November 1, 2018 and will return to work for the Maricopa County Superior Court on January 7, 2019, as a Juvenile Detention Officer in a part-time, temporary position.

**MOTION: A motion that the Board received a Notice of Retiree Return to Work for Sean C. Clifford and finds that (1) Mr. Clifford is eligible to continue to receive a CORP pension and (2) Maricopa County is not responsible for paying an alternate contribution rate on his**

behalf was made by **Danna Quinn**. Motion was seconded and passed unanimously. **CORP 2018-80**

**Approval of Normal Retirement Benefits:**

Seven applications for Normal Retirement benefits were submitted for the Board's approval pursuant to A.R.S. § 38-893 (D).

**MOTION: A motion to approve the payment of Normal Retirement benefits to the following applicants in about the following amounts, effective December 1, 2018 except as indicated, was made by Jason Hathcock.** Motion was seconded and passed unanimously. **CORP 2018-81**

Michael R. Bane:	\$4,289.84
Victor G. Dominguez:	\$1,679.39, effective October 1, 2018
Joe Mark Funk:	\$5,176.93
Christine L. Jacobs:	\$3,912.76; Reverse DROP Estimate: \$108,709.10
Claudia Navarro:	\$2,036.98
Pamela K. Talbert:	\$3,137.46
Christopher C. Varner:	\$5,487.64

**Approval of Survivor Benefits:**

An application for a survivor benefit was submitted for the Board's approval pursuant to A.R.S. §38-887 by Yvonne P. Ruiz, the spouse of Arturo S. Ruiz, a retired member from Yuma County who passed away September 23, 2018. Copies of the death certificate and marriage certificate were provided to the Board for review.

**MOTION: A motion to approve the payment of a survivor benefit to spouse Yvonne P. Ruiz beginning October 31, 2018 in about the amount of \$3,048.29 was made by Rob Lubitz.** Motion was seconded and passed unanimously. **CORP 2018-82**

**Acknowledgement of CORP Physical Exam Final Letters:**

The Chair noted for the record that physical examination reports for Trey Andrews, Erin Cruz, Sam Hilmes and Carly Smith were not received within 60 days of receipt of their membership applications and that final letters requesting an examination were sent to these members via certified mail on November 21, 2018.

**Approval of Membership:**

The Local Board may consider and vote on the approval of the following requests for membership or defer decision to a later date:

Acuna, Tasia	Yavapai	10/14/2018
Bialas, Christi	Coconino	10/28/2018
Coronado, Luis	Pima	10/1/2018
Dirmyer, Rynne	Maricopa	11/11/2018
Figueroa, Joseph	Yuma	11/4/2018
Flores, Michelle	Pima	1/30/2017

Hancock, Maricia	Navajo	11/11/2018
Hardy, Alissa	Mohave	10/7/2018
Henry, Christina	Maricopa	11/25/2018
Hilmes, Sam	Yavapai	5/7/2018
Kemp, Elizabeth	Maricopa	11/25/2018
Marchena, Yaneth	Maricopa	10/22/2018
Mayer, Peter	Yavapai	9/17/2018
Molina-Hubbard, Veronica	Pima	10/7/2018
Nelson, Jenna	Maricopa	11/25/2018
Palmer, Zachary	Maricopa	11/25/2018
Paris, Jean Paul	Coconino	10/28/2018
Porras Salazar, Karen	Maricopa	11/11/2018
Seets, Cody	Yavapai	11/18/2018
Serrano, Maribel	Pima	10/7/2018
Shoffner, Sarah	Maricopa	10/28/2018
Smith, Carly	Coconino	7/31/2017

**MOTION:** A motion to approve the 22 applicants listed on the agenda for this meeting for membership in CORP pursuant to A.R.S. §38-893.D and to note for the record that the physical examinations for Tasia Acuna, Christi Bialas, Michelle Flores, Alissa Hardy, Veronica Molina-Hubbard, Jean Paul Paris, Cody Seets and Maribel Serrano identified a physical or mental condition or injury that existed or occurred before their date of membership in the plan, was made by Danna Quinn. Motion was seconded and passed unanimously. **CORP 2018-83**

See Attachment A to these minutes for details of the membership approved at this meeting.

**Future Agenda Items:**

No items were raised.

**Call to the Public:**

No members of the public addressed the Board.

The meeting was adjourned at 10:21 a.m.

Transcribed December 7, 2018