

**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 Tuesday, September 4, 2018 at 10:00 a.m., Conference Room 109, Arizona State Courts Building, 1501 West Washington Street, Phoenix, Arizona. Discussion

Board Members Present in Conference Room 109: Kevin Kluge, Chair; Jason Hathcock, Rob Lubitz

Board Member Present by Conference Call: Danna Quinn

Board Member Absent: Mark Smalley

Also Present in Conference Room 109: Annette Corallo, Board Secretary; Wanda Roberson, Recorder; Phil Hanley

Call to Order:

Approval of the Minutes:

August 7, 2018 – Public Meeting Minutes

MOTION: A motion to approve the public meeting minutes of August 7, 2018 was made by Rob Lubitz. Motion was seconded and passed unanimously; minutes stand approved. **CORP 2018-58**

Decision on Notice of Retiree Return to Work:

Board member Danna Quinn explained that she asked Michelle Hall in her office to work with the Board Secretary on a review of all return to work officers. She stated that Maricopa County has been paying the CORP alternate contribution rate for all applicable officers since their re-hire, so the county is not in arrears on any payments. She further stated she is confident that all return to work retirees have now been referred for the Board's review.

A. Vicki J. Biro

The Board received a Notice of Retiree Return to Work from Maricopa County for Vicki J. Biro. The form indicated that Ms. Biro retired under CORP on February 27, 2010 and returned to work for the Maricopa County Superior Court on January 9, 2012, as an Adult Probation Division Manager in a part-time, temporary position.

The Board found that Ms. Biro is eligible to continue to receive a CORP pension because she did not return to work in a CORP designated position. The Board also found that Ms. Biro does not hold a CORP designated position, so her employer is not responsible for paying an alternate contribution rate on her behalf.

MOTION: A motion that the Board received a Notice of Return to Work for Vicki J. Biro and finds: (1) Ms. Biro is eligible to continue to receive a CORP pension and (2) Maricopa County is not responsible for paying an alternate contribution rate on her behalf was made by Jason Hathcock. Motion was seconded and passed unanimously. CORP 2018-59

B. Thomas E. Goss

The Board received a Notice of Retiree Return to Work from Maricopa County for Thomas E. Goss. The form indicated that Mr. Goss retired under CORP (Maricopa County Sheriff's Office) on June 30, 2012 and returned to work for the Maricopa County Superior Court on January 6, 2014, as an Adult Probation Officer Supervisor.

The Board found that Mr. Goss appeared to have returned to work more than 12 months after retirement, and his Notice of Retiree Return to Work form should be forwarded to the Local Board for the Maricopa County Sheriff's Office for a determination by that Board as to his eligibility to continue to receive a CORP pension. The Board also found that Mr. Goss holds a CORP designated position, so his employer is responsible for paying an alternate contribution rate on his behalf.

The Board Secretary noted that Mr. Goss was one of two people identified as a discrepancy during the recent audit. Public Safety reported they are receiving an Alternate Contribution Rate (ACR) for him.

MOTION: A motion that the Board received a Notice of Return to Work for Thomas E. Goss and finds: (1) the Notice of Retiree Return to Work form should be forwarded to the Local Board for the Maricopa County Sheriff's Office for that board's determination as to his eligibility to continue to receive a pension and (2) Maricopa County is responsible for paying an alternate contribution rate on his behalf was made by Rob Lubitz. Motion was seconded and passed unanimously. CORP 2018-60

C. Rosalinda Hollars

The Board received a Notice of Retiree Return to Work from Maricopa County for Rosalinda Hollars. The form indicated that Ms. Hollars retired under CORP (Maricopa County Sheriff's Office) on October 30, 2010 and returned to work for the Maricopa County Superior Court on January 15, 2018, as an Adult Probation Officer.

The Board found that Ms. Hollars appeared to have returned to work more than 12 months after retirement, but her Notice of Retiree Return to Work form should be forwarded to the Local Board for the Maricopa County Sheriff's Office for a determination by that Board as to her eligibility to continue to receive a CORP pension. The Board also found that Ms. Hollars holds a CORP designated position, so her employer is responsible for paying an alternate contribution rate on her behalf.

The Board Secretary noted that Ms. Hollars was the second person identified as a discrepancy during the audit.

MOTION: A motion that the Board received a Notice of Return to Work for Rosalinda Hollars and finds: (1) the Notice of Retiree Return to Work form should be forwarded to the

Local Board for the Maricopa County Sheriff's Office for that board's determination as to her eligibility to continue to receive a pension. (2) Maricopa County is responsible for paying an alternate contribution rate on her behalf was made by Jason Hathcock. Motion was seconded and passed unanimously. **CORP 2018-61**

D. Debra M. Kryza

The Board received a Notice of Retiree Return to Work from Maricopa County for Debra M. Kryza. The form indicated that Ms. Kryza retired under CORP on December 23, 2013 and returned to work for the Maricopa County Superior Court on January 6, 2014, as a Juvenile Detention Officer in a part-time, temporary position.

The Board found that Ms. Kryza is eligible to continue to receive a CORP pension because she did not return to work in a CORP designated position. The Board also found that Ms. Kryza does not hold a CORP designated position, so her employer is not responsible for paying an alternate contribution rate on her behalf.

MOTION: A motion that the Board received a Notice of Return to Work for Debra M. Kryza and finds: (1) Ms. Kryza is eligible to continue to receive a CORP pension and (2) Maricopa County is not responsible for paying an alternate contribution rate on her behalf was made by Rob Lubitz. Motion was seconded and passed unanimously. **CORP 2018-62**

E. Karla A. Love

The Board received a Notice of Retiree Return to Work from Maricopa County for Karla A. Love. The form indicated that Ms. Love retired under CORP (Maricopa County Sheriff's Office) on July 1, 2011 and returned to work for the Maricopa County Superior Court on July 23, 2012, as an Adult Probation Officer.

The Board found that Ms. Love appears to have returned to work more than 12 months after retirement, but her Notice of Retiree Return to Work form should be forwarded to the Local Board for the Maricopa County Sheriff's Office for a determination by that Board as to her eligibility to continue to receive a CORP pension. The Board also found that Ms. Love holds a CORP designated position, so her employer is responsible for paying an alternate contribution rate on her behalf.

MOTION: A motion that the Board received a Notice of Return to Work for Karla A. Love and finds: (1) the Notice of Retiree Return to Work form should be forwarded to the Local Board for the Maricopa County Sheriff's Office for that board's determination as to her eligibility to continue to receive a pension and (2) Maricopa County is responsible for paying an alternate contribution rate on her behalf was made by Jason Hathcock. Motion was seconded and passed unanimously. **CORP 2018-63**

F. Tandy N. Manross

The Board received a Notice of Retiree Return to Work from Maricopa County for Tandy N. Manross. The form indicated that Ms. Manross retired under CORP on December 30, 2017 and returned to work for the Maricopa County Superior Court on February 5, 2018, as a Juvenile Detention Officer in a part-time, temporary position.

The Board found that Ms. Manross is eligible to continue to receive a CORP pension because she did not return to work in a CORP designated position. The Board also found that Ms. Manross does not hold a CORP designated position, so her employer is not responsible for paying an alternate contribution rate on her behalf.

MOTION: A motion that the Board received a Notice of Return to Work for Tandy N. Manross and finds: (1) Ms. Manross is eligible to continue to receive a CORP pension and (2) Maricopa County is not responsible for paying an alternate contribution rate on her behalf was made by Rob Lubitz. Motion was seconded and passed unanimously. **CORP 2018-64**

G. Charles D. Medrano

The Board received a Notice of Retiree Return to Work from Maricopa County for Charles D. Medrano. The form indicated that Mr. Medrano retired under CORP on December 19, 2008 and returned to work for the Maricopa County Superior Court on April 7, 2014, as a Juvenile Detention Officer.

The Board found that Mr. Medrano returned to work in a CORP designated position more than 12 months after retirement, so he may continue to receive a CORP pension. The Board also found that Mr. Medrano holds a CORP designated position, so his employer is responsible for paying an alternate contribution rate on his behalf.

MOTION: A motion that the Board received a Notice of Return to Work for Charles D. Medrano and finds: (1) Mr. Medrano is eligible to continue to receive a CORP pension and (2) Maricopa County is responsible for paying an alternate contribution rate on his behalf was made by Jason Hathcock. Motion was seconded and passed unanimously. **CORP 2018-65**

H. Mary Tripson (Walensa)

Maricopa County Human Resources asked the Board to advise whether a Notice of Retiree Return to Work form was required for Mary Tripson (Walensa). They stated she retired from the Adult Probation Department on February 27, 2010 and returned to work on June 1, 2010 as a part-time, temporary Adult Probation Administrator. Since the Notice of Retiree Return to Work form went into effect on July 20, 2011, after her return to work, the officer questioned if the requirement to complete a Notice of Retiree Return to Work form applied to her.

A copy of the memo to the Chief Probation Officers from the Board Chair dated April 26, 2012, regarding new CORP Retiree-Return-to-Work Requirements, was given to the Local Board for review. The memo asked the departments to identify any CORP retirees employed or contracted on or after July 20, 2011, and to have them complete the form. As noted, Ms. Tripson (Walensa) returned to work on June 1, 2010.

The Board Secretary reported she spoke to the Board Attorney, Hannah Auckland, who did not see the need for Ms. Tripson (Walensa) to complete the form since her return to work predated the statute.

Board member Jason Hathcock stated that his interpretation of the memo dated April 26, 2012, was that the statute was not retroactive and he therefore concluded since the rehire of Ms. Tripson (Walsensa) was prior to the effective date of the statute, she should not have to fill out the notice.

The Board found that Ms. Tripson (Walensa) is not required to complete a Notice of Retiree Return to Work.

MOTION: A motion that that Ms. Tripson (Walensa) is not required to complete a Notice of Retiree Return to Work was made by Jason Hathcock. Motion was seconded and passed unanimously. **CORP 2018-66**

Approval of Normal Retirement Benefits:

Seven applications for Normal Retirement benefits are 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 September 1, 2018 was made by Danna Quinn. Motion was seconded and passed unanimously. **CORP 2018-67**

Debbie L. Baisley:	\$2,049.42	
Charles J. Gatwood:	\$2,913.82,	effective August 1, 2018
Frank G. Gutierrez:	\$3,538.69;	Reverse DROP Estimate: \$131,588.11
Tyrone R. Mayer:	\$1,229.06	
Gerald D. Scimio:	\$2,843.73	
Valarie J. Serrano:	\$2,441.45	
Ernie C. Villa:	\$2,330.37	

Update on Selection of New Board Attorney:

The Board received a letter dated July 31, 2018, from Hannah Auckland, advising that she is moving out of state and will no longer be able to provide legal services to the Board after August 31, 2018.

At the Board meeting on August 7, 2018, the Board directed the Board Secretary to inquire about Grasso Law Firm plans to provide services to the Board. The Board Secretary learned from Ms. Auckland that Grasso does not have an attorney available to provide services, so the Board will need to find new legal counsel. Staff explored obtaining legal services for the Board from the Attorney General's (AG) office, but it was determined that it would be too expensive to use their services for the minimal amount of services needed by the Board. The AG's office would require the Board to fund a full-time attorney.

The Board Secretary noted that Ms. Auckland will continue working for other boards in Arizona while out of state, but due to our state insurance requirements, she will not be able to continue to provide service for this Local Board.

The Board Secretary reported emails were sent to three law firms on August 28, 2018, seeking bids to provide legal services. These bids are due by September 26, 2018 and will be available at the Board meeting on October 9, 2018 for consideration.

Board member Jason Hathcock asked if any of the firms had CORP Board experience or just PSPRS experience. The Board Secretary responded that the firms she contacted have mostly Public Safety experience, but two of them have some experience with CORP.

Update on Membership Audit:

Staff audited the Board's membership records against an active membership list provided by PSPRS. The following discrepancies were found:

COUNTY	DISCREPANCIES	COMPLETED	PENDING
Apache	1	0	1
La Paz	1	0	1
Maricopa	2	2	0
Yavapai	1	1	0
TOTALS:	5	3	2

The Board Secretary reported that she has continued to work with the counties. She stated Maricopa and Yavapai counties have cleared up their discrepancies; Apache County is progressing in providing records; but La Paz County's HR department has not responded to her emails. The Board Secretary will contact the Chief Probation Officer in La Paz this month to finish the audit.

Acknowledgement of CORP Physical Exam Final Letter:

The Chair noted for the record that physical examination reports for Kaitlynn Lewis and Tasha Terrell 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 August 28, 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:

Bronson, Aron	Yavapai	4/22/2018
Brown, Cherie	Yuma	4/30/2018
Butcher, Raylene	Cochise	7/2/2018
Calvillo, Ismael A.	Pima	7/16/2018
Chee, Melcomh	Navajo	6/11/2018
Cole, DeJacques R.	Maricopa	8/13/2018
Doughty, Donald A.	Mohave	6/11/2018
Garcia, Angela G.	Pima	8/13/2018
Haskins, Seth M.	Maricopa	5/21/2018
Kakou, Gaulbert D.	Coconino	6/18/2018
Lewis, Kaitlynn	Coconino	6/18/2018
Sanchez, Riley	Maricopa	12/4/2017
Santiago, Vicente	Maricopa	7/23/2018
Terrell, Tasha	Maricopa	6/18/2018
Thorington, Rebecca	Cochise	6/3/2018
Velador, Jose M.	Pima	6/25/2018
Wood, Lawrence J.	Mohave	5/29/2018

The Board Secretary announced a new formatting system would be used to report incoming Direct Contribution (DC) members at the monthly Board meetings. She reported the new format would list the plan and the percentage the employee selects.

The Board Secretary also noted that one of the members listed this month, Vicente Santiago, was a returning employee who never received a CORP refund and would remain in his original tier. She noted the Board would see more cases like this.

Board member Jason Hathcock asked if the members that were approved during the August 2018 meeting were post July 1st hire dates. The Board Secretary responded saying that two of them were post July 1st hire dates. She explained the names were not listed on this month's agenda and asked if the Board wanted them listed on the agenda for next month's meeting noting their tier and contribution rate. Mr. Hathcock responded there was no need to list the names if there was a record of their tier and contribution rate in the office; the Board Secretary replied the Board does have records of that information.

The Board Secretary noted that the Board will not start seeing any of the Probation and Surveillance membership forms for Board approval until October, assuming they were hired right at July 1, because of the 90 days they are given to decide on their plan selection. Board member Jason Hathcock asked whether, if they make their decision before 90 days, can the officer be brought to the Board for approval? The Board Secretary responded the Board would not be able to approve any of those membership forms before the 90 days expires because the employees can switch their selection up until the 90th day. She stated their selections will not be released to the Local Board until the 90 days are complete.

MOTION: A motion to approve the 17 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 Aron Bronson, Donald A. Doughty, Seth M. Haskins, Gaulbert D. Kakou, Rebecca Thorington and Lawrence J. Wood identified a physical or mental condition or injury that existed or occurred before their date of membership in the plan, was made by Jason Hathcock. Motion was seconded and passed unanimously. CORP 2018-68

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

Future Agenda Items:

The Board Secretary noted the only known item on the agenda next month is the information regarding the search for a new Board Attorney.

Board member Jason Hathcock requested an update on the disability case of Ruth K. Marblestone, whose case was suspended the previous month and asked if the paperwork was processed correctly. The Board Secretary responded that her payments were stopped, and a letter was sent to the member to confirm that her payments were suspended and could be terminated in a year according to the statute. She noted the member was provided with information regarding the appeal and rehearing process. The Board Secretary reported that a note that review of this case should take place in one year is recorded in the Local Board office.

The Board Chair asked Board member Danna Quinn if she has decided on a retirement date. Ms. Quinn responded it will be December 10, 2018 and added that an official letter will be submitted to the Board. Ms. Quinn also stated that she will attend the December 4, 2018 meeting.

Board member Jason Hathcock announced he received a call from the Vice Chair of the Public Safety Board who had a question about providing new hires with live training. The Vice Chair reported there was confusion as to whether a webinar could be considered live training; their concern comes from the statutes that say they must provide live training for new hires. The Board Chair stated the Vice Chair of the Public Safety Board should work with the Education Department, Certification or the Academy to provide the training. The Chair suggested to put the Board in touch with Chief Broderick at Maricopa Adult Probation for guidance.

Board member Danna Quinn reported their department scheduled training with the Galloway company and Mr. Hathcock suggested the Public Safety Board contact Galloway.

Call to the Public:

No members of the public addressed the Board.

The meeting was adjourned at 10:30 a.m.

Transcribed September 7, 2018

New CORP Members - September 4, 2018

Name	Pre-Existing	Job Title	County	Membership Date	Tier	Percentage
Bronson, Aron	PE	Juvenile Detention Officer	Yavapai	4/22/2018	DB	-
Brown, Cherie	NPE	Adult Probation Officer	Yuma	4/30/2018	DB	-
Butcher, Raylene	NPE	Juvenile Detention Officer	Cochise	7/2/2018	DC	13%
Calvillo, Ismael A.	NPE	Juvenile Detention Officer	Pima	7/16/2018	DC	11%
Chee, Melcomh	NPE	Adult Probation Officer	Navajo	6/11/2018	DB	-
Cole, DeJacques R.	NPE	Juvenile Detention Officer	Maricopa	8/13/2018	DC	7%
Doughty, Donald A.	PE	Surveillance Officer	Mohave	6/11/2018	DB	-
Garcia, Angela G.	NPE	Juvenile Detention Officer	Pima	8/13/2018	DC	5%
Haskins, Seth M.	PE	Juvenile Detention Officer	Maricopa	5/21/2018	DB	-
Kakou, Gaulbert D.	PE	Juvenile Detention Officer	Coconino	6/18/2018	DB	-
Lewis, Kaitlynn	60 Day	Juvenile Detention Officer	Coconino	6/18/2018	DB	-
Sanchez, Riley	NPE	Adult Probation Officer	Maricopa	12/4/2017	DB	-
Santiago, Vicente	NPE	Juvenile Detention Officer	Maricopa	7/23/2018	DB	Tier 2
Terrell, Tasha	60 Day	Juvenile Probation Officer	Maricopa	6/18/2018	DB	-
Thorington, Rebecca	PE	Juvenile Probation Officer	Cochise	6/3/2018	DB	-
Velador, Jose M.	NPE	Juvenile Detention Officer	Pima	6/25/2018	DB	-
Wood, Lawrence J.	PE	Probation Officer	Mohave	5/29/2018	DB	-

NPE	No Pre-Existing
PE	Pre-Existing
60 Day	60 Day Letter Sent
DB	Defined Benefit
DC	Defined Contribution