

Minutes were
approved 2-3-16
meeting.

GILA COUNTY CORRECTIONAL OFFICERS RETIREMENT PLAN (CORP) LOCAL BOARD FOR
DETENTION OFFICERS AND NON-UNIFORMED OFFICERS

REGULAR MEETING MINUTES

October 6, 2015 – 2:00 p.m.

Gila County Sheriff's Office Administrative Services Building
1177 E. Monroe Street
Globe, Arizona

1. **Call to Order** – The meeting was called to order by Chairman Pastor at 2:10 p.m. Chairman Pastor asked roll call be taken. Chairman Mike Pastor, Member Gary Andress, Member Ken Volz, Member Erich Kenney, and Secretary Amber Warden were present. Guests Karen Brake and Vanessa Amairia were also present.
2. **Information/Discussion/Action to approve an application submitted by Ileana Mathews to receive Jack Mathews' survivor benefits.** Secretary Warden explained that Detention Officer Mathews passed away July 20, 2015. He had been with the Sheriff's Office since May of 2005. His widow, Ileana Mathews, has submitted an application for survivor benefits. The explanation of benefits information was passed around to the members. The benefits were calculated, and approved, by CORP following Secretary Warden's submittal of completed spread sheets provided by CORP officials. Ms. Warden explained that the information was submitted to CORP for verification and approval of the benefit amount. Approval by CORP was completed. There was a brief discussion about the amount Ms. Matthews will receive per month. Member Andress requested clarification on who approves the benefit amount. Ms. Warden explained the CORP Benefits Coordinators work under an umbrella of the Arizona Public Safety Retirement System in Phoenix, AZ. The coordinators review the application for any incorrect calculations on the side of the templates that are used. Certain required documents are mandatory for each application such as birth certificate, driver's license, social security number information, as well as beneficiary information. Chairman Pastor explained that the local board's approval is one of the steps involved in the process. Member Volz made a motion to approve the application for Mrs. Mathews to receive Mr. Mathews' survivor benefits. Motion was seconded by Member Andress. It was noted that Erich Kenney would abstain from voting due to the election results not being declared official at the time of this particular issue. Vote was taken and motion passed.
3. **Information/Discussion/Action to canvass the election results for the election that was held in Gila County, Arizona, on June 4, 2014 and declare the results official.** Secretary Warden explained the delay in the official election results as being due to the lack of a quorum at the meeting where this item was on the agenda. Election results returned as Sgt. David Kell and Sgt. Erich Kenney being voted onto the CORP Board. Since that time, Sgt. David Kell resigned from the Board, leaving Sgt. Erich Kenney as the only member needing the election results deemed as being official. Chairman Pastor asked for a motion to accept the election results indicating that Erich Kenney is elected to represent the Sheriff's Department as of the election held on June 4, 2014. Member Volz made the motion and Member Andress seconded. After discussion about the need of having an election for another Board Member from the Sheriff's Office, and the plans for nominations, a vote was taken and motion was carried to accept the election results of June 4, 2014.

4. **Discussion of future CORP local Board agenda items.** Secretary Warden presented the Public Safety Retirement System Website (www.PSPRS.com) to the Board which explains what the Public Safety Personnel Corrections Officer and Elected Officials Retirement plans entail. This website is very informative for members, as well as employers, to utilize. The FAQ section is very helpful for frequently asked questions and Warden highly recommended the website. Secretary Warden asked that Sgt. Kenney invite Detention Officers to the CORP meetings in an attempt for them to gain more knowledge in what their retirement plan offers and what the Board Members do. Sgt. Kenney agreed to this. Secretary Warden asked that future meeting times and dates be set at the end of each CORP meeting. Chairman Pastor asked that information be provided to the members prior to meetings in reference to agenda items involving personnel. Some information will be withheld due to HIPA requirements, however, PA Hobson can come to the meetings and provide information if needed. Secretary Warden will request PA Hobson to future meetings if he is needed. The possibility of telephonic meetings was discussed. Secretary Warden will research this aspect. Member Andress asked if the Board typically addresses issues such as new applicants into the system, applications for survivor benefits, or applications for retirement benefits and common concerns such as that. Secretary Warden said that sums it up from her experience. She also explained that benefit acceptance or denial, dealing with medical conditions, are brought before the Board. Chairman Pastor explained pre-existing condition acceptance and recommendations from a medical source and how that is handled. Secretary Warden explained the CORP Board does not have a budget, therefore, she has asked the Sheriff's Office to provide legal services, if necessary, to the Board through Hannah Auckland with Grasso Law Firm to ensure the correct course of action is taken on all cases, open meetings laws, etc.
5. **Call to the Public** – No comments from the public.
6. **Next Meeting Scheduled for January 6, 2016.** The next meeting was set for January 6, 2016.
7. **Adjournment** – Chairman Pastor adjourned the meeting at 2:29 p.m.