

PUBLIC MEETING MINUTES FOR CORRECTIONS OFFICER RETIREMENT PLAN LOCAL BOARD ARIZONA DEPARTMENT OF CORRECTIONS



September 7, 2023



A public meeting of the Corrections Officer Retirement Plan Local Board for the Arizona Department of Corrections, Rehabilitation and Reentry (ADCRR) was convened **Thursday, September 7, 2023, at 10:00 a.m.** at the **Arizona Department of Corrections, 1831 West Jefferson, Phoenix, Arizona, 85007**, in the Training Room, on the 2nd floor.

The Board may discuss/vote on items at any time, the Board may enter into Executive Session pursuant to A.R.S. § 38-431.03 (A) (2) to obtain legal advice and pursuant to A.R.S. § 38-431.03 (A) (3) to discuss details of a confidential nature.

Present at the meeting were the following individuals:

Sean Malone, Acting Board Chairman	Judy Frigo, Board Member (Conferenced in)
Lori Stickley, Board Member	Randall Lowe, Board Member
Kyle Cummings, Assistant Attorney General	Karen Ray, Board Secretary, Retirement Specialist
Sandra Moreno, Board Secretary, Retirement Specialist	
Guests	
Kelly Smith (Conferenced in)	

I. CALL TO ORDER – Local CORP Board Meeting called to order by Acting Board Chairman Sean Malone at 10:00 a.m.

ROLL CALL TAKEN

1. The individuals listed in the above table were present.

II. INTRODUCTION OF NEW BOARD MEMBER

Discussion and possible action on the following matters listed in this section:

1. Introducing new Local CORP Board Member Randall Lowe. Those present at this meeting all gave a warm welcome to Board Member Lowe.
2. Scheduling a training session on open meeting and public records law.

AAG Cummings explained that he requested the CORP Local Board Secretaries include this Item on the agenda as an invitation, at a later date, for a refresher training session like he held when Board Member Stickley joined the Board. Board Member Frigo stated she had already completed this training and asked if she needed to attend. AAG Cummings explained that the difference between Items #2 and #3 is that for #3, by law, new Local CORP Board

Members coming in have to complete specific training that the PSPRS Board of Trustees puts out. AAG Cummings also stated that it was his understanding that Board Member Lowe already completed the statutorily-required training, and that the training in Item #2 is just something that he suggests Board Members attend, as he puts on that training session as a refresher on Open Meeting Law and Public Records Law. AAG Cummings noted that Board Member Frigo would not need to attend the training in Item #2 if she did not wish to.

3. Completing statutorily-required local board training.

AAG Cummings stated that he was informed by the Local CORP Board Secretaries that Board Member Lowe had already completed the required training.

II. APPROVAL OF MINUTES

1. Approval of Public Meeting Minutes for August 3, 2023.

MOTION 09-07-01	
Motion:	Approval of August 3, 2023, Public Meeting Minutes.
Moved by:	Judy Frigo
Seconded by:	Lori Stickley
Discussion:	
In Favor:	Frigo – aye, Stickley – aye, Malone – aye, Lowe – abstained from vote as he was not present for the meeting.
Motion:	Passed

III. REQUEST TO REMAIN IN ASRS/CORP:

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

At the beginning of this Agenda Item, Acting Board Chairman Malone stated that the Agenda listed the Items in this section as Items #4 through #8, and he asked if there was a #1 through #3. AAG Cummings asked the Local CORP Board Secretaries if the numbering was just a mistake, and Local CORP Board Secretary Moreno confirmed that the five Items listed in the Agenda were the only ones that were supposed to be listed. AAG Cummings stated that, for the record, it sounded like the #4 through #8 numbering was a mistake. Local CORP Board Secretary Ray stated that it was mistaken numbering, and that the numbering should be 1 through 5.

1. **Heather Frost** is requesting to remain in ASRS; she has 6.660 years of service. She accepted a CORP position as a Correctional Education Program Teacher, effective August 7, 2023.
2. **Stephanie Phillips** is requesting to remain in ASRS; she has 16 years of service. She accepted a CORP position as a Correctional Education Program Teacher, effective August 21, 2023.
3. **Annamaria Manjarres** is requesting to remain in ASRS; she has 16 years of service. She accepted a CORP position as a Correctional Education Program Teacher, effective August 28, 2023.
4. **Juli Roberts** is requesting to remain in CORP; she has 19.696 years of service. She accepted an ASRS position as a Deputy Assistant Director, effective July 22, 2023.
5. **Carla Miller** is requesting to remain in CORP; she has 7.767 years of service. She accepted an ASRS position as an Administrative Services Officer II, effective September 2, 2023.

MOTION 09-07-02

Motion:	Approval of request by Heather Frost to remain in ASRS, approval of request by Stephanie Phillips to remain in ASRS, approval of request by Annamaria Manjarres to remain in ASRS, approval of request by Juli Roberts to remain in CORP, and approval of request by Carla Miller to remain in CORP.
Moved by:	Judy Frigo
Seconded by:	Lori Stickley
Discussion:	
In Favor:	Frigo – aye, Stickley – aye, Malone – aye, Lowe – aye
Motion:	Passed

V. GENERAL DISCUSSION:

1. Acting Chairman Malone stated the next Board Meeting will be Thursday, October 5, 2023. Acting Chairman Malone, Board Members Frigo, Stickley, and Lowe stated they will be in attendance.
2. Board Members to vote on a new Local CORP Board Chairperson.

MOTION 09-07-03	
Motion:	To nominate Lori Stickley as the new CORP Local Board Chairperson.
Moved by:	Sean Malone
Seconded by:	Judy Frigo
Discussion:	
In Favor:	Frigo – aye, Malone – aye, Lowe – aye. Board Member Stickley did not vote.
Motion:	Passed

VI. CALL TO PUBLIC

No public comment.

Acting Chairman Malone adjourned the meeting at 10:06 A.M.

Transcribed on **September 7, 2023**

Karen Ray, Board Secretary, Retirement Specialist