

MEMORANDUM

TO: Board of Trustees

FROM: Richard White, Executive Director

RE: Board of Trustee Election

DATE: July 8, 2022

Recommended action: Approve Election Process, as outlined in the Election Policy, for the Board of Trustees and declare the candidate nomination period as open effective July 18, 2022.

Background:

- As provided for in the statute, the Board of Trustees shall administer the election for the permanent trustees. (40 ILCS 5/22B-116).
- The initial election for the permanent Board of Trustees was conducted in 2020 and the trustees were seated as of January 8, 2021.
- The statute also provides that the terms of office for the elected trustees shall be four-year terms of office. The trustees seated in this election will serve a four-year term of office beginning in January, 2023 through December, 2026.
- The initial election of trustees provided for certain trustees to serve two-years terms of office which will line up the terms of office to accommodate a two-year election cycle whereby a portion of the trustees will face election for four-year terms of office. Another way to say this is that this upcoming election is the first in what will be a regular two-year election cycle for the Board of Trustees.
- The trustee seat appointed by the Governor serves a two-year term of office which will begin on January, 2023 through December, 2024.
- The Election Policy governs the board election process and was last revised by the Board of Trustees on April 8, 2022 in advance of the upcoming election.

Seats of the Board of Trustee up for Election:

- The trustee seats that will be elected in this election are:
 - (1) Municipal Trustee Seat (Incumbent: Mayor Philip Suess)
 - The term “**municipal member**” shall refer to any mayor, president, chief executive officer, chief financial officer, or other officer, executive, or department head of a municipality that has a participating pension fund.
 - (2) Active participant Trustee Seats (Incumbents: Lee Catavu and Paul Swanlund)
 - The term “**active member**” shall refer to an active police officer participating in an Article 3 Pension Fund.
 - (1) Beneficiary Trustee Seat (Incumbent: Daniel Hopkins)
 - The term “**beneficiary member**” shall refer to a retired pensioner, disabled pensioner, surviving spouse, minor children, disabled children, and dependent parents receiving benefits from an Article 3 Pension Fund. If a special need trust as described in Section 1396p(d)(4) of Title 42 of the United States Code, as amended from time to time, has been established for a disabled adult child, then the special needs trust may stand in lieu of the disabled adult child as a beneficiary for the purposes of this article.

Nomination of Candidates Process:

- **The Board of Trustees shall set the opening of the nomination process for July 18, 2022, and the closing date of 4:30 p.m. Central Time on August 12, 2022, for when the completed nomination petitions shall be received by the Executive Director or authorized agent.**
- All nominations for election shall be conducted with a paper nomination process as presented in Section Q and will be available on the IPOPIF website for downloading by any potential candidate.

- Each petition for an elected trustee shall be executed as follows, **per (40 ILCS5/22B-116(b))**:
 - a. for **municipal member trustees** to be elected, by at least 20 such mayors and presidents.
 - i. **Municipal member trustee** nomination petitions will be available on the IPOPIF website.
 - b. for **trustees to be elected by active participants**, by at least 400 participants.
 - i. **Active member trustee** nomination petitions will be available on the IPOPIF website.
 - c. for **trustees to be elected by beneficiaries**, by at least 100 beneficiaries.
 - i. **Beneficiary member trustee** nomination petitions will be available on the IPOPIF website.
- The interested candidate will be required to provide appropriate contact information to the Executive Director, or authorized agent on a Statement of Candidacy form, as presented in Section Q, and will be available on the IPOPIF website (www.ipopif.org) for downloading by any potential candidate. This contact information will be confidential and will be used solely to assist in the IPOPIF in the conduct of the nomination and election process.
- **The nomination petition filing period will close at 4:30 p.m. Central Time on August 12, 2022 and petitions must be received at the IPOPIF Peoria office by this time.**

Service Providers for the Election Process:

- Election Services will be the responsibility Survey and Ballot Systems (SBS). SBS conducted the election held in 2020 and was retained by the Board of Trustees for this and future elections.
- Election Process Legal Services (Conflict Counsel) will be the responsibility of Marisel Hernandez, Jacobs Burns Orlove & Hernandez LLP. Attorney Hernandez served as Conflict Counsel for the election held in 2020 and reviewed the Election Policy prior to the recent adoption by the Board of Trustees.

- The Election Database comprised of the electors (active, retirees, and municipalities) will be developed by Foster & Foster. Foster & Foster provided this service for the prior election, as well.

Action steps for the Board of Trustees for the Election Process:

- **July 8, 2022:** The Board of Trustees declare the opening of the election process and the nomination of candidates for the election begins.
- **September 9, 2022:** The Board of Trustees will render decisions to challenges to the Nomination of Candidates.
- **October 14, 2022:** The Board of Trustees approves the candidates for the election and declares that the election for the Board of Trustees begins.
- **December 9, 2022:** The Board of Trustees will render decisions to challenges to the Election of Candidates.
- **December 9, 2022:** The Board of Trustees will certify the election of the Board of Trustees.
- **January 13, 2023:** The Board of Trustees will be seated for the next term of January 2023 through December 2024.

Election Schedule and Important Dates for the Election Process:

- December 17, 2021
 - Board of Trustees retains election services provider
- April 8, 2022
 - Board of Trustees approves the revisions to the Election Policy
- July 8, 2022
 - Board of Trustees Regular Meeting
 - Approval of the opening of the Election Process
- July 18 to August 12, 2022
 - Nomination Period for Candidates is open
- August 12, 2022
 - Nomination Period Closed

- August 22 - 24 , 2022
 - Nomination Challenge Period for Candidates
- August 29-31, 2022
 - Nomination Challenge Determination Period
- September 1, 2022
 - Nomination Challenge Decision Date
- September 9, 2022
 - Board of Trustees Regular Meeting
 - Review findings of Nomination Challenge Decision by Conflict Counsel
- September 16, 2022
 - Deadline for municipalities and participating funds to provide elector information
- October 14, 2022
 - Board of Trustees Regular Meeting.
 - Approval of candidates and open election ballot process.
- October 14, 2022
 - Official ballot packets are mailed to qualified electors.
- October 17 – November 10, 2022
 - Election Period. Ballots are tabulated on a daily basis by the election vendor.
- November 10, 2022
 - Election Date. Ballots must be received by 4:30 PM (Central Time).
- November 14, 2022
 - Election vendor conducts the Final Tabulation of Election Ballots.
 - Election vendor delivers electronic results of the election tabulation to IPOPIF by 5:00 PM (Central Time).
- November 15, 2022
 - IPOPIF will publicize the election results on the IPOPIF website by 4:30 PM (Central Standard Time).
- November 16-22, 2022
 - Election Result Challenge Determination Period
- November 28-30, 2022

- Election Result Challenge Decision Date
- December 9, 2022
 - Board of Trustees Regular Meeting
 - Review findings of Nomination Challenge Decision by Conflict Counsel
 - Certification of Election Results by Board of Trustees of Trustees
- January 13, 2023
 - Board of Trustee Regular Meeting
 - Seating of the Board of Trustees

ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND

STATEMENT OF CANDIDACY ACTIVE MEMBER TRUSTEE

A Candidate for the Active Member Trustee position must complete this information form and return it to the Illinois Police Officers' Pension Investment Fund's (IPOPIF) mailing address or email address listed below. Please return the completed document at your earliest convenience, *and no later than 4:30 p.m. (Central Time) on August 12, 2022.*

This information will be used solely by IPOPIF to communicate with the Candidate during the nomination and election process.

CANDIDATE INFORMATION ACTIVE MEMBER TRUSTEE

First Name

Last Name

Name to be Printed on Ballot

Home or Work Street Address

Home or Work City/State/Zip Code

(_____)

Home Phone Number

(_____)

Mobile Phone Number

Email Address

Participating Article 3 Pension Fund

NOTE: Candidates must complete the information in its entirety and return the form to:

Illinois Police Officers' Pension Investment Fund
456 Fulton Street, Suite 402
Peoria, IL. 61602

OR:

Email: rwhite@ipopif.org

Subject Line: Active Member Trustee Statement of Candidacy – INSERT
FULL NAME

BALLOT DESIGNATION

The candidate may submit a *short ballot designation* that will be printed on the official ballot along with the candidate's name.

- Such designation shall be limited to the candidate's title, office, employment classification or similar position held by the candidate.
- This designation shall not be more than forty (40) characters in length, including spaces. If the ballot designation submitted by the candidate exceeds the foregoing space limitation, no ballot designation shall be printed for that candidate.

ENTER BALLOT DESIGNATION BELOW:

By signing below, I hereby certify that the preceding information and statements are true.

Today's Date: _____ Signature: _____

ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND

STATEMENT OF CANDIDACY BENEFICIARY MEMBER TRUSTEE

A Candidate for the Beneficiary Member Trustee position must complete this information form and return it to the Illinois Police Officers' Pension Investment Fund's (IPOPIF) mailing address or email address listed below. Please return the completed document at your earliest convenience, **and no later than 4:30 p.m. (Central Time) on August 12, 2022.**

This information will be used solely by IPOPIF to communicate with the Candidate during the nomination and election process.

CANDIDATE INFORMATION BENEFICIARY MEMBER TRUSTEE

First Name

Last Name

Name to be Printed on Ballot

Home or Work Street Address

Home or Work City/State/Zip Code

(_____)

Home Phone Number

(_____)

Mobile Phone Number

Email Address

Participating Article Pension Fund FROM WHICH I AM RECEIVING BENEFITS

NOTE: Candidates must complete the information in its entirety and return the form to:

Illinois Police Officers' Pension Investment Fund
456 Fulton Street, Suite 402
Peoria, IL 61602

OR:

Email: rwhite@ipopif.org

Subject Line: Beneficiary Member Statement of Candidacy – INSERT
FULL NAME

BALLOT DESIGNATION

The candidate may submit a *short ballot designation* that will be printed on the official ballot along with the candidate's name.

- Such designation shall be limited to the candidate's title, office, employment classification or similar position held by the candidate.
- This designation shall not be more than forty (40) characters in length, including spaces. If the ballot designation submitted by the candidate exceeds the foregoing space limitation, no ballot designation shall be printed for that candidate.

ENTER BALLOT DESIGNATION BELOW:

By signing below, I hereby certify that the preceding information and statements are true.

Today's Date: _____ Signature: _____

ILLINOIS POLICE OFFICERS' PENSION INVESTMENT FUND

STATEMENT OF CANDIDACY MUNICIPAL MEMBER TRUSTEE

A Candidate for the Municipal Member Trustee position must complete this information form and return it to the Illinois Police Officers' Pension Investment Fund's (IPOPIF) mailing address or email address listed below. Please return the completed document at your earliest convenience, *and no later than 4:30 p.m. (Central Time) on August 12, 2022.*

This information will be used solely by IPOPIF to communicate with the Candidate during the nomination and election process.

CANDIDATE INFORMATION MUNICIPAL MEMBER TRUSTEE

First Name

Last Name

Name to be Printed on Ballot

Work Street Address

Work City/State/Zip Code

(_____)

Work Phone Number

(_____)

Business Mobile Phone Number

Business Email Address

Participating Municipality Name

Municipal Representative Position at Municipality (Check One):

- | | |
|--|--|
| <input type="checkbox"/> MAYOR | <input type="checkbox"/> VILLAGE OR TOWN PRESIDENT |
| <input type="checkbox"/> CHIEF EXECUTIVE OFFICER | <input type="checkbox"/> CHIEF FINANCIAL OFFICER |
| <input type="checkbox"/> OTHER EXECUTIVE | <input type="checkbox"/> DEPARTMENT HEAD |

NOTE: Candidates must complete the information in its entirety and return the form to:

Illinois Police Officers' Pension Investment Fund
456 Fulton Street, Suite 402
Peoria, IL. 61602

OR:

Email: rwhite@ipopif.org

Subject Line: Municipal Member Statement of Candidacy – INSERT FULL NAME

BALLOT DESIGNATION

The candidate may submit a *short ballot designation* that will be printed on the official ballot along with the candidate's name.

- Such designation shall be limited to the candidate's title, office, employment classification or similar position held by the candidate.
- This designation shall not be more than forty (40) characters in length, including spaces. If the ballot designation submitted by the candidate exceeds the foregoing space limitation, no ballot designation shall be printed for that candidate.

ENTER BALLOT DESIGNATION BELOW:

By signing below, I hereby certify that the preceding information and statements are true.

Today's Date: _____ Signature: _____

