Los Angeles County Registrar-Recorder/County Clerk

Los Angeles County Employees Retirement Association Election

Candidate Information Booklet

AUGUST 5, 2022 - AUGUST 31, 2022

7th Member, Board of Retirement

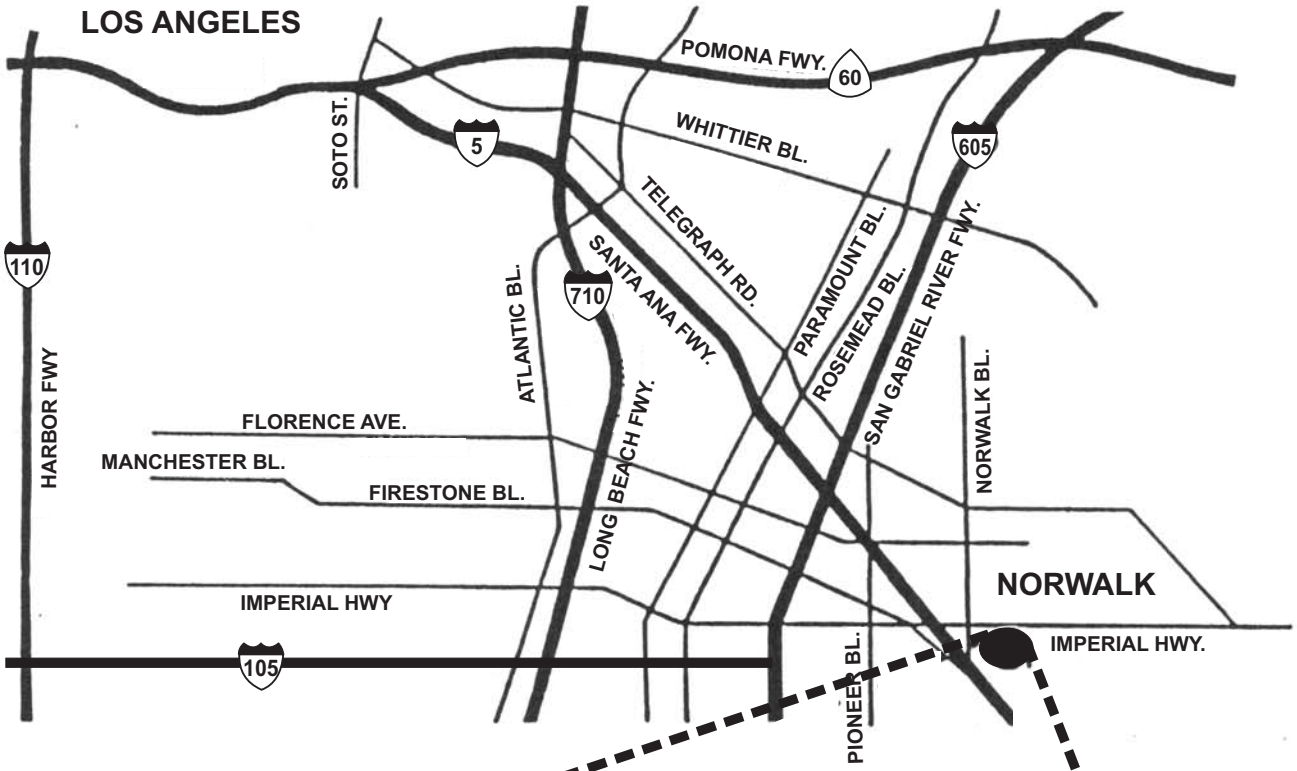
Alternate Safety Member, Board of Retirement

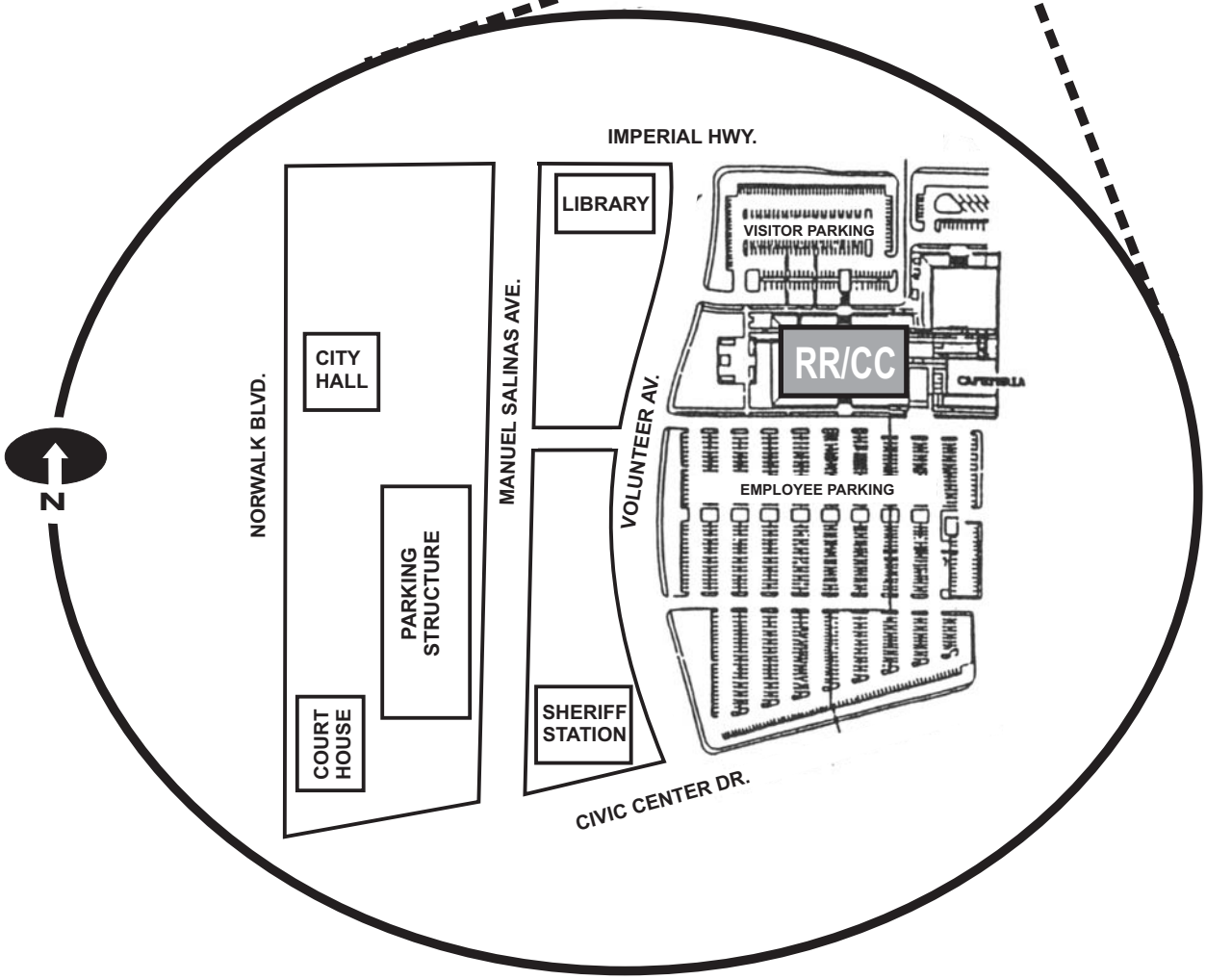
4th Member, Board of Investments

Prepared by
The Election Coordination Unit

LAVOTE.GOV

COUNTY OF LOS ANGELES
REGISTRAR-RECORDER/COUNTY CLERK
12400 IMPERIAL HWY., NORWALK, CA 90650





NOTICE

This booklet has been prepared to assist you in filing documents relating to the election. It includes a calendar of events, general information, established procedures, and filing requirements. It is not intended to provide legal advice and is for general reference and guidance only.

Please note that it is not within the purview of the Registrar-Recorder/County Clerk to determine whether a candidate meets the requirements. Individuals with questions concerning their own or other candidate qualifications or other related matters should seek legal counsel.

Candidates and others using this booklet must bear full responsibility to make their own determinations as to all legal standards, duties and factual material contained therein.

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General Information

General Information and Rules for Candidates

GENERAL INFORMATION

State law requires that the Board of Supervisors conduct an election to fill vacant or expired seats on the Los Angeles County Employees Retirement Association (LACERA) Board of Investments and Board of Retirement.

LACERA is a public entity separate from the County of Los Angeles that was created to provide retirement, disability and death benefits to Los Angeles County employees.

LACERA is comprised of two managing boards, the Board of Investments and the Board of Retirement. For more information, you can visit the LACERA website at **http://www.lacera.com/**

LACERA'S BOARD STRUCTURE

The **Board of Retirement** has nine members and two alternate members.

The **Board of Investments** has nine members.

The Los Angeles County Board of Supervisors appoints four members to each board. The other members are elected as follows:

General Member employees elect two members for each board. **Safety Member** employees elect one member for each board and an alternate member for the Board of Retirement. **Retired Members** elect one member for each board and an alternate member for the Board of Retirement. The County Treasurer and Tax Collector is required by law to serve on both boards as an ex-officio member.

- A **General Member** is a person who is working at least three-quarter time as a permanent employee for the County or for an outside district, and who is earning service credit in a retirement plan.
- A **Safety Member** is a permanent employee of Los Angeles County working three-quarter time or more in firefighting, forestry, lifeguarding, or law enforcement (including District Attorney Investigators).
- A **Retired Member** is a former Los Angeles County or outside district employee who has taken either a service retirement or a disability retirement.

LACERA administrators manage the retirement funds for the County of Los Angeles. LACERA is the largest county retirement system in the United States, serving more than 185,000 members. The LACERA membership is comprised of individuals from a diverse range of careers, age groups, and ethnicities, all contributing to the greater welfare of Los Angeles County.

NOTE: The offices of **7th and Alternate Safety Member, Board of Retirement and 4th Member, Board of Investments** are scheduled for election from **08/05/2022** through **08/31/2022**. Members eligible to vote in this election shall be Safety Members of the Retirement Association on April 15,2022. The total eligible voting population is approximately **13,000 members.**

IMPORTANT RULES FOR PROSPECTIVE CANDIDATES — LACERA Candidates may not use County of Los Angeles time or County resources to further their campaign or election efforts. This includes **conducting unauthorized walk-throughs in County office areas during regular work shift hours, the use of any County of Los Angeles equipment, and/or using County space for campaigning purposes**. Solicitation for candidate support should be limited to lunch, break times and off-duty hours.

BULLETIN BOARD/CAMPAIGN MATERIAL — Department Heads will designate bulletin board space for all candidates to post campaign material provided it includes the following disclaimer:

> **Candidates are prohibited from using County time or County resources to further the campaign or election of the candidate.**

Campaign material without this disclaimer is not acceptable for posting or distributing on County property. Any election rule violations by a county employee(s) is subject to discipline, including discharge from County employment. (See Rule Number 14 and 15 of the Resolution.)

CHAPTER 1

Calendar of Events

CALENDAR OF EVENTS

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION ELECTION
SAFETY MEMBERS — AUGUST 31, 2022

All documents are to be filed with and duties performed by the Registrar-Recorder/County Clerk (RR/CC) unless otherwise specified.

DATES			EVENTS
May 19 (Th) **through** **June 17 (F)** **5:00 p.m.**	**E – 104**	**E – 75**	**CANDIDATE FILING** During this period nomination documents may be obtained and filed. **CANDIDATE STATEMENT OF QUALIFICATIONS** During this period all candidates may file a statement of qualifications not to exceed **200** words.
June 20 (M)	**E – 72**		**STATUS OF NOMINEE** The Registrar-Recorder/County Clerk (RR/CC) shall check the signatures on the nominating petitions and notify each nominee of their qualifying status. **Note:** On this date a list of Qualified Candidates/ Nominees will be posted on the RR/CC website (**www.lavote.gov**). If by this date the RR/CC determines that only one member has been duly nominated to each office, the RR/CC shall notify the Board of Supervisors and the BOS shall order that no election be held. On this date the RR/CC is scheduled to certify qualified candidates to the Executive Office of the Board of Supervisors.
June 24 (F) **through** **June 30 (Th)** **5:00 p.m.**	**E – 68**	**E – 62**	**PUBLIC EXAMINATION PERIOD** During this period statements of qualifications shall be open for public examination for 5 business days excluding weekends and holidays. A fee may be charged to any person obtaining a copy of the material. During this period any person may file a writ of mandate or an injunction to require any or all of the material to be amended or deleted.
June 28 (Tu) **2:00 p.m.**	**E – 64**		**RANDOM DRAWING OF CANDIDATE NAMES FOR PLACEMENT ON THE BALLOT** The public random drawing shall take place in the Executive Office of the Board of Supervisors at **2:00 p.m.** for both the Board of Investments and the Board of Retirement.

DATES		EVENTS
August 5 (F)	**E – 26**	**CANDIDATE STATEMENT OF QUALIFICATIONS** Statements of qualifications approved by the Registrar-Recorder/County Clerk may be viewed at: **http://bos.lacounty.gov/Services/ConflictofInterestLobbyist/LACERAElection.aspx** **VOTING COMMENCES** Voting opens**.**
August 31 (W) **11:59 p.m.**	**ELECTION DAY**	**ELECTION DAY** Voting closes.
Sept. 15 (Tu) **5:00 p.m.**	**E + 15**	**RECOUNT** Last day a written request for a recount may be filed with the Executive Office of the Board of Supervisors. The candidate filing the request for the recount shall deposit with the Executive Officer of the Board of Supervisors a sum as required by the Executive Officer of the Board of Supervisors to cover the cost of the recount before the recount is commenced. **PROTEST** Last day any candidate desiring to protest the results of the election may file a written request with the Executive Officer of the Board of Supervisors. The written request must specify the grounds for the protest and be accompanied by supporting documentation.
Oct. 18 (Tu)	**E + 48**	**ELECTION RESULTS** Election results will be declared official by the Board of Supervisors on or before this date or any other meeting date following completion of a recount.

LEGEND: E- or E+ = Election minus or plus days before or after the election date.

CHAPTER 2

Candidate Qualifications and Office Information

CANDIDATE QUALIFICATIONS AND OFFICE INFORMATION

The following LACERA Safety Member offices are up for election:

OFFICE	TERM OF OFFICE	NOMINATING SIGNATURES
4th Member, Board of Investments 7th Member, Board of Retirement, Alternate Safety Member, Board of Retirement	Beginning **January 1, 2023** through **December 31, 2025** **(Three years)**	**50** (Active Safety Members)

LACERA CANDIDATES — All candidates for Board of Investments and/or the Board of Retirement **must** be active Safety Members of the Los Angeles County Employees Retirement Association.

FILING FEE — No fee is required.

PLACEMENT OF NAME ON BALLOT — The random drawing of names, which determines ballot name order, shall take place in the Executive Office of the Board of Supervisors.

VOTES REQUIRED TO ELECT A CANDIDATE — The persons receiving the highest number of votes shall be declared elected for the 7th Member seat and 4th Member seat. In the event two or more persons tie for first place, the winner shall be determined by drawing lots before the Board of Supervisors. The Alternate Safety Member shall be determined as per Rule 32 of the Resolution)

CHAPTER 3

General Information and Filing Procedures

GENERAL INFORMATION AND FILING PROCEDURES

All Candidate Nominating Petition forms must contain the candidate's name, Los Angeles County Department work location and the elective office title to which he or she is seeking election. Each **candidate or authorized agent** will receive oral and written instructions regarding procedures to be followed in completing the nomination process when the forms are issued.

WRITTEN AUTHORIZATION FROM CANDIDATE — NOMINATION DOCUMENTS **WILL NOT BE ISSUED TO OR ACCEPTED FROM** AN UNAUTHORIZED PERSON. The authorization must be signed by the candidate.

NOTE: Pursuant to the 2022 Board adopted LACERA election resolution, candidates may opt to conduct the nomination signature process electronically. Instructions for the e-signature process will be provided on a separate information sheet as part of the overall packet that will be provided to all candidates.

Only official documents issued by the Registrar-Recorder/County Clerk may be used. The forms are available between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays, at the **public counter** in the **Election Information Section** as listed below.

Nomination documents must be **mailed or delivered** to the following addresses:

MAIL	DELIVER
Registrar-Recorder/County Clerk **Election Planning Section** Second Floor, Room 2015 12400 Imperial Highway Norwalk, CA 90650 **(Indicate on envelope nomination documents enclosed)**	Registrar-Recorder/County Clerk **Election Information Section** Second Floor, Room 2013 12400 Imperial Highway Norwalk, CA 90650 **(Business Hours: 8:00 a.m. to 5:00 p.m.)**

The Registrar-Recorder/County Clerk **cannot** legally accept or process any candidate nominating petitions sent via U.S. Mail or personal delivery **AFTER 5:00 P.M. on June 17, 2022,** which is the filing deadline. If you choose to email your submission (electionplanning@rrcc.lacounty.gov), you must submit the original copies with wet signatures within 2 business days of the close of nomination

CANDIDATE WITHDRAWAL — Withdrawal of candidacy is permitted up to and including the deadline date to file candidate nomination documents.

EXTENSION OF CANDIDATE FILING — There are no provisions for an extension of time for filing candidate nominating documents.

WRITE-IN CANDIDATES — There are no provisions for Write-In Candidates. Therefore, no Write-In votes shall be counted.

AUTHORIZATION TO PICK UP AND/OR FILE CANDIDATE NOMINATION DOCUMENTS

LACERA candidates who will have their candidate nomination documents picked up and/or filed **via an agent** must complete the AUTHORIZATION TO PICK-UP AND/OR FILE CANDIDATE NOMINATION DOCUMENTS form.

Below is a generic **sample** of the Authorization Form.

1. Print candidate's (your) name.
2. Print the elective office title.
3. Print the agent's name and phone number.
4. Check the box for each applicable form.
5. Complete the middle section of the form as you would like your name to appear on the ballot, along with the other information requested.
6. Complete **INFORMATION FOR PUBLICATION** box.
7. Sign and date the form before giving it to your agent.

COUNTY OF LOS ANGELES
REGISTRAR-RECORDER/COUNTY CLERK

ELECTION PLANNING SECTION
(562) 462-2317

AUTHORIZATION TO PICK-UP AND/OR FILE CANDIDATE NOMINATION DOCUMENTS

I, _____, candidate for the office
CANDIDATE'S NAME — PLEASE PRINT

of _____ hereby authorize
OFFICE TITLE

_____ (____) _____
AGENT'S NAME AGENT'S PHONE NUMBER

to receive and/or file the following nomination documents: Please check applicable forms (☑)

- ☐ Signature in Lieu of Filing Fee Petitions
- ☐ Candidate Statement
- ☐ Nominating Petitions
- ☐ Declaration of Intention
- ☐ Declaration of Candidacy
- ☐ Ballot Designation Worksheet
- ☐ Other: _____ (Specify)

I am aware that the Nomination documents must be properly executed and delivered to the County of Los Angeles Registrar-Recorder/County Clerk's Office no later than 5:00 p.m. on the last day to file such documents.

I request that my name be placed upon the ballot as follows: (Please print)

_____ _____ _____
FIRST NAME MIDDLE NAME OR INITIAL LAST NAME

My residence address is:

_____
STREET ADDRESS

_____ _____ _____
CITY STATE ZIP CODE

My telephone numbers are: (____) _____ (____) _____
DAYTIME EVENING

(____) _____
FAX

My internet addresses are: _____ _____
WEBSITE E-MAIL

I would like the following **information** to be used for purposes of listings prepared and **issued to the news media and/or the public.** (If none given, the above information will be listed.)

INFORMATION FOR PUBLICATION

_____
STREET ADDRESS

_____ _____ _____
CITY STATE ZIP CODE

DAYTIME PHONE: (____) _____ EVENING PHONE: (____) _____

FAX: (____) _____

WEBSITE: _____ E-MAIL: _____

_____ _____
CANDIDATE SIGNATURE DATE

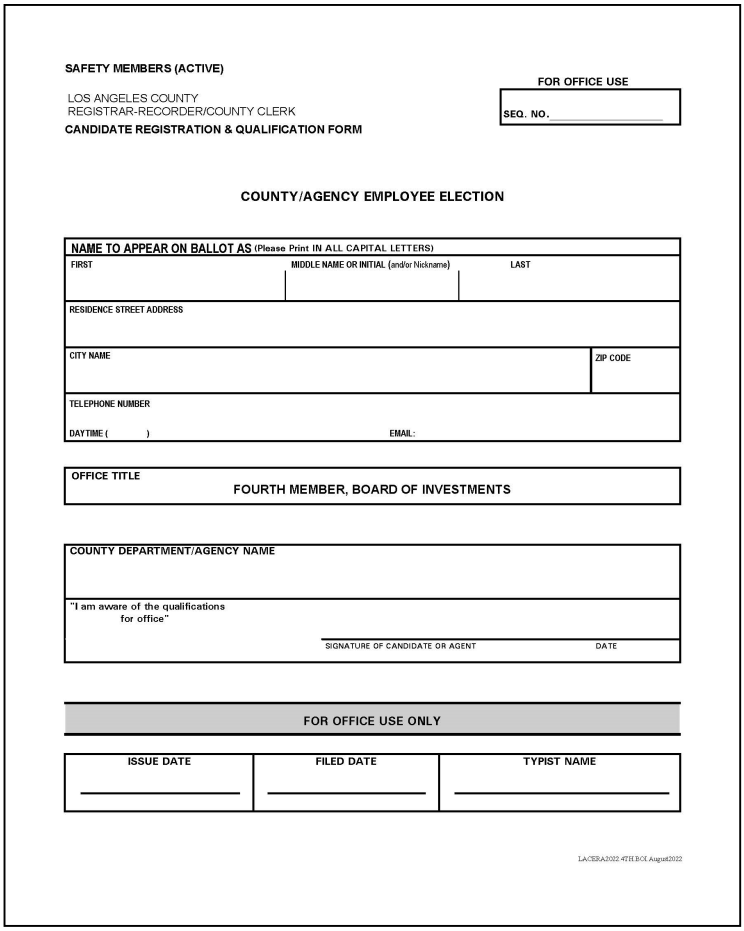
CANDIDATE NOMINATION PROCESS

If you are planning on filing as a candidate for elective office, there are five (5) easy steps to the candidate nomination process.

STEP 1 — APPLYING FOR CANDIDATE NOMINATION DOCUMENTS

Candidates or authorized agents are required to fill out a Candidate Registration and Qualification (CRQ) form providing the following information:

1. Name as you wish it to appear on ballot.
2. Residence address.
3. Telephone number.
4. E-mail and/or web site address.
5. Address and telephone number for publication/ media/internet.
6. Elective office title for which you are applying.
7. Signature and date.



SAFETY MEMBERS (ACTIVE)

LOS ANGELES COUNTY
REGISTRAR-RECORDER/COUNTY CLERK
CANDIDATE REGISTRATION & QUALIFICATION FORM

FOR OFFICE USE
SEQ. NO. _____

COUNTY/AGENCY EMPLOYEE ELECTION

NAME TO APPEAR ON BALLOT AS (Please Print IN ALL CAPITAL LETTERS)
FIRST | MIDDLE NAME OR INITIAL (and/or Nickname) | LAST

RESIDENCE STREET ADDRESS

CITY NAME | ZIP CODE

TELEPHONE NUMBER
DAYTIME ( ) EMAIL:

OFFICE TITLE
FOURTH MEMBER, BOARD OF INVESTMENTS

COUNTY DEPARTMENT/AGENCY NAME

"I am aware of the qualifications for office"
SIGNATURE OF CANDIDATE OR AGENT DATE

FOR OFFICE USE ONLY

ISSUE DATE	FILED DATE	TYPIST NAME

LACERA2022.47EEBOE August2022

Information on the form is used in preparing nomination documents. It is important that the information is accurate as it will be printed on listings distributed to the news media and general public.

STEP 2 — ISSUING LACERA PACKETS

Candidates will receive a LACERA packet containing a letter to the candidate, a Candidate Information Booklet, nomination petitions and Board adopted election resolutions, including the Powers and Duties for designated board members.

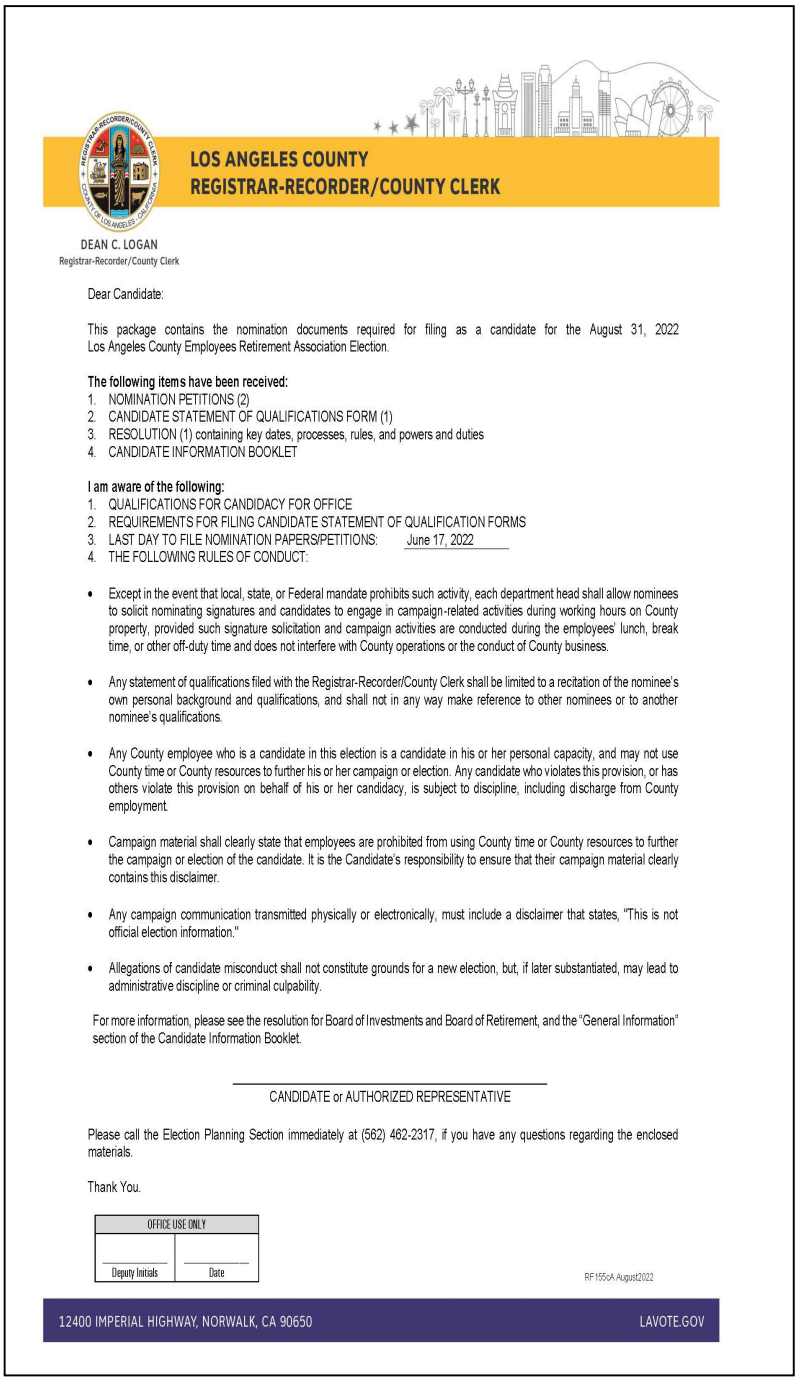
BELOW IS A SAMPLE OF THE LETTER TO THE CANDIDATE

The candidate letter must be signed by the candidate or an authorized agent acknowledging receipt of the nomination filing packet which includes:

1. The nomination petitions.
2. Candidate Statement of Qualifications Form.
3. The resolution containing pertinent dates and information pertaining to the election.
4. The Candidate Information Booklet.

This letter also confirms that the candidate and/or the authorized agent is aware of the following:

1. The qualifications of candidacy for the elective office.
2. The requirements for filing a Candidate Statement of Qualifications.
3. The last day to file nomination papers (June 17, 2022).
4. The rules of conduct.



LOS ANGELES COUNTY
REGISTRAR-RECORDER/COUNTY CLERK

DEAN C. LOGAN
Registrar-Recorder/County Clerk

Dear Candidate:

This package contains the nomination documents required for filing as a candidate for the August 31, 2022 Los Angeles County Employees Retirement Association Election.

The following items have been received:
1. NOMINATION PETITIONS (2)
2. CANDIDATE STATEMENT OF QUALIFICATIONS FORM (1)
3. RESOLUTION (1) containing key dates, processes, rules, and powers and duties
4. CANDIDATE INFORMATION BOOKLET

I am aware of the following:
1. QUALIFICATIONS FOR CANDIDACY FOR OFFICE
2. REQUIREMENTS FOR FILING CANDIDATE STATEMENT OF QUALIFICATION FORMS
3. LAST DAY TO FILE NOMINATION PAPERS/PETITIONS: June 17, 2022
4. THE FOLLOWING RULES OF CONDUCT:

- Except in the event that local, state, or Federal mandate prohibits such activity, each department head shall allow nominees to solicit nominating signatures and candidates to engage in campaign-related activities during working hours on County property, provided such signature solicitation and campaign activities are conducted during the employees' lunch, break time, or other off-duty time and does not interfere with County operations or the conduct of County business.
- Any statement of qualifications filed with the Registrar-Recorder/County Clerk shall be limited to a recitation of the nominee's own personal background and qualifications, and shall not in any way make reference to other nominees or to another nominee's qualifications.
- Any County employee who is a candidate in this election is a candidate in his or her personal capacity, and may not use County time or County resources to further his or her campaign or election. Any candidate who violates this provision, or has others violate this provision on behalf of his or her candidacy, is subject to discipline, including discharge from County employment.
- Campaign material shall clearly state that employees are prohibited from using County time or County resources to further the campaign or election of the candidate. It is the Candidate's responsibility to ensure that their campaign material clearly contains this disclaimer.
- Any campaign communication transmitted physically or electronically, must include a disclaimer that states, "This is not official election information."
- Allegations of candidate misconduct shall not constitute grounds for a new election, but, if later substantiated, may lead to administrative discipline or criminal culpability.

For more information, please see the resolution for Board of Investments and Board of Retirement, and the "General Information" section of the Candidate Information Booklet.

_____
CANDIDATE or AUTHORIZED REPRESENTATIVE

Please call the Election Planning Section immediately at (562) 462-2317, if you have any questions regarding the enclosed materials.

Thank You.

OFFICE USE ONLY	
Deputy Initials	Date

RF155oA August2022

12400 IMPERIAL HIGHWAY, NORWALK, CA 90650 LAVOTE.GOV

STEP 3 — SIGNER QUALIFICATIONS

1. Nomination Petitions must be signed by at least **50 or more active Safety Members, who themselves were active Safety Members on April 15, 2022 for the following offices:**

    - 4th Member, Board of Investments
    - 7th Member and Alternate Safety Member, Board of Retirement

    Members may nominate only one candidate for a particular office/seat (sign only one, not multiple, nominating petitions) for the same office/seat. However, members may nominate more than one candidate provided that each candidate that is nominated is running for a different office/seat.

2. **Each signer must** print and sign their own name, include their Employee Number (If applicable) and their Los Angeles County Department work location.

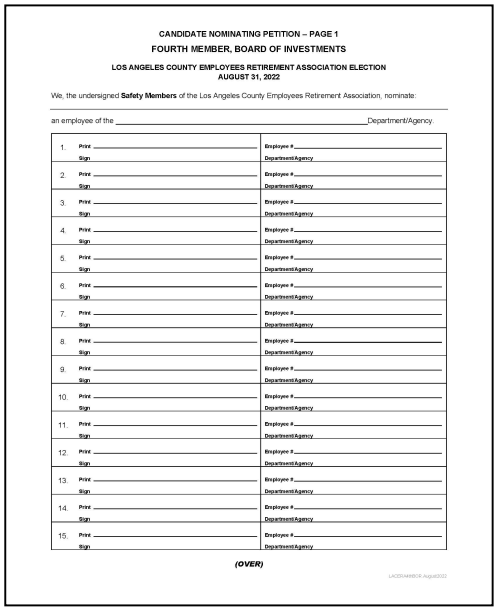
STEP 4 — FILING NOMINATION PETITIONS

1. Nomination Petitions must be filed with the RR/CC no later than **Friday**, **June 17, 2022 by 5:00 p.m.** Office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. excluding weekends and holidays. If you opt to email your submission to electionplanning@rrcc.lacounty.gov, hardcopy originals with wet signatures must be received within 48 business hours of the close of nominations.

2. The RR/CC will examine the signatures on Nomination Petitions and notify each nominee of his or her status no later than **Monday, June 20, 2022.**

BELOW IS A SAMPLE OF A CANDIDATE NOMINATION PETITION

FRONT



CANDIDATE NOMINATING PETITION – PAGE 1

FOURTH MEMBER, BOARD OF INVESTMENTS

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION ELECTION
AUGUST 31, 2022

We, the undersigned **Safety Members** of the Los Angeles County Employees Retirement Association, nominate: _____

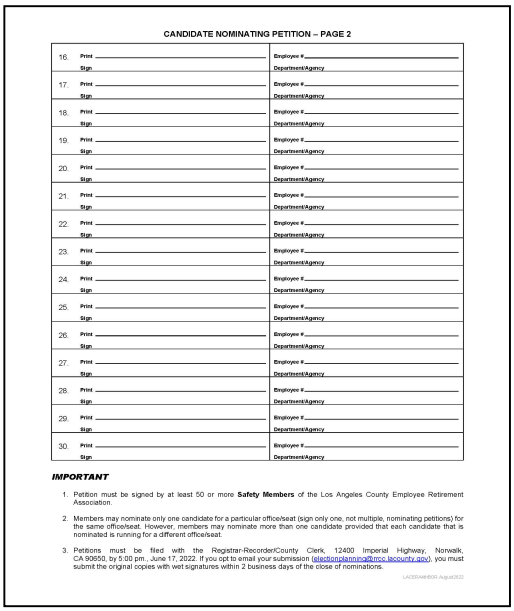
an employee of the _____ Department/Agency.

1.	Print _____ Sign _____	Employee # _____ Department/Agency _____
2.	Print _____ Sign _____	Employee # _____ Department/Agency _____
3.	Print _____ Sign _____	Employee # _____ Department/Agency _____
4.	Print _____ Sign _____	Employee # _____ Department/Agency _____
5.	Print _____ Sign _____	Employee # _____ Department/Agency _____
6.	Print _____ Sign _____	Employee # _____ Department/Agency _____
7.	Print _____ Sign _____	Employee # _____ Department/Agency _____
8.	Print _____ Sign _____	Employee # _____ Department/Agency _____
9.	Print _____ Sign _____	Employee # _____ Department/Agency _____
10.	Print _____ Sign _____	Employee # _____ Department/Agency _____
11.	Print _____ Sign _____	Employee # _____ Department/Agency _____
12.	Print _____ Sign _____	Employee # _____ Department/Agency _____
13.	Print _____ Sign _____	Employee # _____ Department/Agency _____
14.	Print _____ Sign _____	Employee # _____ Department/Agency _____
15.	Print _____ Sign _____	Employee # _____ Department/Agency _____

(OVER)

LACERA MIN 501 August 2022

BACK



CANDIDATE NOMINATING PETITION – PAGE 2

16.	Print _____ Sign _____	Employee # _____ Department/Agency _____
17.	Print _____ Sign _____	Employee # _____ Department/Agency _____
18.	Print _____ Sign _____	Employee # _____ Department/Agency _____
19.	Print _____ Sign _____	Employee # _____ Department/Agency _____
20.	Print _____ Sign _____	Employee # _____ Department/Agency _____
21.	Print _____ Sign _____	Employee # _____ Department/Agency _____
22.	Print _____ Sign _____	Employee # _____ Department/Agency _____
23.	Print _____ Sign _____	Employee # _____ Department/Agency _____
24.	Print _____ Sign _____	Employee # _____ Department/Agency _____
25.	Print _____ Sign _____	Employee # _____ Department/Agency _____
26.	Print _____ Sign _____	Employee # _____ Department/Agency _____
27.	Print _____ Sign _____	Employee # _____ Department/Agency _____
28.	Print _____ Sign _____	Employee # _____ Department/Agency _____
29.	Print _____ Sign _____	Employee # _____ Department/Agency _____
30.	Print _____ Sign _____	Employee # _____ Department/Agency _____

IMPORTANT

1. Petition must be signed by at least 50 or more **Safety Members** of the Los Angeles County Employee Retirement Association.
2. Members may nominate only one candidate for a particular office/seat (sign only one, not multiple, nominating petitions) for the same office/seat. However, members may nominate more than one candidate provided that each candidate that is nominated is running for a different office/seat.
3. Petitions must be filed with the Registrar-Recorder/County Clerk, 12400 Imperial Highway, Norwalk, CA 90650, by 5:00 pm., June 17, 2022. If you opt to email your submission (electionplanning@rrcc.lacounty.gov), you must submit the original copies with wet signatures within 2 business days of the close of nominations.

LACERA MIN 501 August 2022

STEP 5 — FILING MANDATORY AND OPTIONAL DOCUMENTS

Listed below are the mandatory and optional documents to be filed for candidacy. It is the obligation of the candidate to ensure that filing requirements and deadlines are met. All candidates are urged to file documents as early as possible to avoid a last minute rush.

DOCUMENTS	APPLICABILITY
Nominating Petitions	Required for all Candidates
Candidate Statement of Qualifications	Optional for all Candidates
For further information, contact the **Election Planning Section** at (562) 462-2317	

Each LACERA candidate will receive a receipt when filing their nomination documents.

Los Angeles County
Registrar-Recorder/County Clerk

Election Planning Section
(562) 462-2317

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION ELECTION

August 31, 2022

CANDIDATE RECEIPT FOR NOMINATION DOCUMENTS

Candidate's Name: _____

Office: FOURTH MEMBER, BOARD OF INVESTMENTS

The following documents have been received:

☐ Nominating Petitions (____ Sections)
- ☐ Wet Signatures
- ☐ Electronic Signatures

☐ Candidate Statement of Qualifications

☐ Other _____

_____ Elections Deputy

_____ Date

CHAPTER 4

Candidate Statement of Qualifications

CANDIDATE STATEMENT OF QUALIFICATIONS

GENERAL INFORMATION — A Candidate Statement of Qualifications must be filed no later than 5:00 p.m. on **June 17, 2022,** the last day of the nomination period.

ESTIMATED COST	WORD LIMIT	ENHANCED WORDS
NO FEE	200	25

1. A Candidate Statement of Qualifications is optional and may include the candidate's age and occupation.
2. Statements are **confidential** until after close of the nomination period. There is no filing fee for a Candidate Statement of Qualifications.

WITHDRAWAL AND/OR RE-FILING OF CANDIDATE STATEMENT OF QUALIFICATIONS — Candidate statements may be **withdrawn** or **withdrawn and re-filed** no later than 5:00 p.m. on **June 17, 2022,** the last day to file nomination documents.

FORMAT AND CONTENT REQUIREMENTS — Below is a sample showing how the Candidate Statement of Qualifications will appear once it is typed and included in the official ballot material.

Statements will be printed in uniform type, style and spacing. Use block paragraphs and single space format. Text submitted indented or centered will be typed in block paragraph form. Entire statements in all capital letters, bold and italics are not acceptable. Indentation cannot be accommodated.

Enhanced words to be printed in **boldface type**, <u>underscored</u> and/or CAPITALIZED are to be clearly indicated. Any combination of enhanced words is counted as one word. However, the number of words/acronyms that are in **boldface type,** <u>underscored</u> and/or CAPITALIZED shall not exceed 25 words per a 200 word statement. The pronoun (I) is not counted as an enhanced word.

Any Candidate Statement of Qualifications which the Registrar-Recorder/County Clerk determines is not limited to a recitation of the nominee's own personal background and qualifications shall not be printed or circulated by the Registrar-Recorder/County Clerk.

STATEMENT OF JOHN DOE
CANDIDATE FOR THIRD MEMBER,
BOARD OF INVESTMENTS

Age: 40
Occupation: Accountant

I seek your vote for election to the LACERA Board of Investments. My experience includes 30 YEARS as a <u>FINANCIAL ANALYST</u>, <u>CONSULTANT</u> and <u>ACCOUNTANT</u>.

I have worked hard in my private and county careers and have increased financial wealth of all who have allowed me to oversee their financial assets. Please allow me to work with your hard earned money so that I can accomplish my goals of securing a great retirement for you.

- I have a Bachelor's Degree from Any City University and a Master's Degree from The College of the United States.
- I will be a fair judge of every case that comes before me and make sure that employees' rights are protected.
- I am a proven advocate.
- I will continue to make sure our pensions are what YOU want.

Please fill in the circle next to my name,
John Doe, on your LACERA ballot.

- GIVE me your trust! - Give ME your confidence!!
- Give me YOUR assets!!!

SAMPLE

The Registrar-Recorder/County Clerk shall notify each nominee by telephone or U.S. Mail if the nominee's statement of qualifications is rejected pursuant to this provision.

All statements should be submitted on the following forms. Candidates are responsible for checking the spelling and punctuation as the elections official is not permitted to edit any material contained therein. It is recommended that you do not use dashes or hyphens at the end of a line. Please refer to page 13 for Word Counting Guidelines.

BELOW IS A SAMPLE OF THE LACERA
CANDIDATE STATEMENT OF QUALIFICATIONS FORM

REGISTRAR-RECORDER/COUNTY CLERK COUNTY OF LOS ANGELES

CANDIDATE STATEMENT FORM

STATEMENT OF _____
(NAME TO APPEAR ON BALLOT)

CANDIDATE FOR FOURTH MEMBER, BOARD OF INVESTMENTS

LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION ELECTION

AUGUST 31, 2022

Printing requirements make it necessary to publish all statements in a uniform style. **All statements**, therefore, **will be set in block paragraph form**. Text submitted indented or centered will be typed in block paragraph form. **Entire statements in all capital letters, bold and italics (or any combination of enhancements) are not acceptable. Indentations cannot be accommodated.** Words to be printed in bold face type, underscored and/or capitalized are to be clearly indicated. All statements should be checked by the candidate for spelling and punctuation as the department is not permitted to edit any material contained therein. Statements shall be limited to a recitation of the candidate's own personal background and qualifications, and shall **NOT** in any way make reference to other candidates or to another candidate's qualifications.

STATEMENT MUST BE TYPED IN UPPER AND LOWER CASE TYPE

Age:
Occupation:

RF93Aug2022 4THB01

CANDIDATE STATEMENT INFORMATION AND GUIDELINES

GENERAL INFORMATION: Filing a statement is optional.

WITHDRAWAL: A candidate statement cannot be changed or revised once it is filed. A candidate statement may not be withdrawn after 5 p.m. on the last day of candidate filing.

CONTENT/FORMAT: The body of the statement shall not exceed 200 words.

Statements shall be written in the first person (i.e. "I am running…" not "She is running…" or "Jane Doe is running…") and shall be limited to a recitation of the candidate's own personal background and qualifications.

RESTRICTIONS: Statements shall not, in any way, make reference to other candidates for office or to another candidate's qualifications, character or activities. Moreover, no statement shall contain any demonstrably false, slanderous or libelous statements or any obscene or profane language, statements or insinuations.

WORD COUNT: Please refer to the Guidelines attached for detailed information regarding word counting.

PUBLIC INSPECTION PERIOD: Candidate statements shall be confidential until the close of the nomination period. Once the nomination period closes, the statements are open to public inspection for a five (5) business day period. During this period, a Member may seek a writ of mandate or an injunction requiring any or all material to be amended or deleted.

The undersigned author of the above candidate statement hereby declares under penalty of perjury under the laws of the State of California that such statement is true and correct.

_____ Signature of Candidate _____ Date

Executed at: _____ California.

Phone Numbers: ( ) _____ Daytime ( ) _____ Evening ( ) _____ Fax No.

OFFICE USE ONLY

Election Job No. 8022
Candidate Log No. _____
Total No. of Words _____
By Deputy: _____

RF93

SAMPLE

PUBLIC EXAMINATION PERIOD – Candidate Statement of Qualifications as submitted by candidates will be available at the Registrar-Recorder/County Clerk, 12400 Imperial Highway, Norwalk, CA, 90650 in the Election Information Section on the 2nd Floor for public examination for a period of 5 business days from **June 24, 2022** through **June 30, 2022.** A fee may be charged to any person wishing to obtain a copy of the material. During this period, any person may file a writ of mandate or an injunction to require any or all of the material/data to be amended or deleted.

WORD COUNTING GUIDELINES
(Elections Code Chapter 1, General Provisions, Section 9)

The following guidelines are used by the Registrar-Recorder/County Clerk's Office for counting words on candidate statements, ballot measure text, arguments, rebuttals and other ballot enclosures. The guidelines do **not** apply to ballot designations for candidates. If the text exceeds the specified 200 or 400 word limit, the author will be asked to delete words or change text until the statement conforms with requirements.

1. **PUNCTUATION MARKS** are not counted. Symbols such as "&" (and), and "#" (number/pound) are not considered punctuation and each symbol is counted as one (1) word.

2. **THE WORDS** "I", "a", "the", "and", "an" are counted as individual words.

3. **PROPER NOUNS,** such as geographical names, and names of persons or things, as one (1) word.
   EXAMPLE: "Gus Enwright" = 1 word
   "City of Los Angeles" = 1 word
   "Dalai Lama" = 1 word

4. **ABBREVIATIONS** such as acronyms or abbreviations for a word, phrase, or expression are counted as one (1) word.
   EXAMPLE: UCLA, PTA, USMC, LAPD, U.S.M.C.

5. **HYPHENATED WORDS** that appear in any generally available standard reference dictionary published in the U.S. at any time within the last 10 calendar years immediately preceding the election are counted as one (1) word.
   EXAMPLE: Attorney-at-law

6. **DATES…** are counted as one (1) word.
   EXAMPLE: 3 July 21, 1983 18 June, 1987 3/18 7/21/89

7. **NUMERIC COMBINATIONS** are counted as one (1) word.
   EXAMPLE: 1973 13 1/2 1971-73 5% 8/3/73 #14

8. **MONETARY AMOUNTS** consisting of a combination of digits are counted as one (1) word.
   EXAMPLE: $1,000.00

   MONETARY AMOUNTS consisting of a combination of words and digits are counted as two (2) words.
   EXAMPLE: $4 million

9. **TELEPHONE/FAX NUMBERS** are counted as one (1) word.
   EXAMPLE: 1-800-815-2666 1-562-462-2317

10. **INTERNET WEB SITES/E-MAIL ADDRESSES** are counted as one (1) word.
    EXAMPLE: http://www.co.la.ca.us www.lavote.net http://www.lacounty.Info

CHAPTER 5

LACERA Election Notice

EXECUTIVE OFFICE

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

LACERA ELECTION NOTICE

ATTENTION: Safety Members
Los Angeles County Employees Retirement Association (LACERA)

SUBJECT: **ELECTION OF THE SEVENTH MEMBER AND ALTERNATE SAFETY MEMBER OF THE BOARD OF RETIREMENT AND THE FOURTH MEMBER OF THE BOARD OF INVESTMENTS**

The terms of office of the Seventh Member and Alternate Safety Member of the Board of Retirement and the Fourth Member of the Board of Investments of the Los Angeles County Employees Retirement Association (LACERA) will expire on December 31, 2022. The Safety Members of LACERA elect these Board Members. On April 19, 2022, the Board of Supervisors adopted a resolution establishing the procedures for the election for these seats for three-year terms commencing January 1, 2023. The elections will begin on August 5, 2022 and conclude on August 31, 2022.

Eligible LACERA Safety Members interested in becoming a candidate in these elections may obtain a nomination packet from the Registrar-Recorder/County Clerk. Nomination packets may be obtained from the Registrar-Recorder/County Clerk, by contacting the Elections Planning section, at (562) 462-2317, or via email at Electionplanning@rrcc.lacounty.gov, on or after Thursday, May 19, 2022. To qualify as a candidate, Safety Members must obtain fifty nominating signatures from active Safety Members of LACERA in service on April 15, 2022. Detailed instructions regarding candidate nomination petitions will be included in the nomination packet. **Completed nomination packets shall be filed with the Registrar-Recorder/County Clerk no later than 5:00 p.m. on June 17, 2022** in person or by mail at 12400 Imperial Highway, Norwalk, 90650-8357, or via email at Electionplanning@rrcc.lacounty.gov.

Any County employee who is a candidate in this election is a candidate in his or her personal capacity and may not use County time or County resources to further his or her campaign. Any candidate who violates this provision, or has others violate this provision on behalf of his or her candidacy, is subject to discipline, including discharge from County employment.

Eligible voters will be able to cast their votes either online or by telephone beginning August 5, 2022, through the closing of the election on August 31, 2022. The online voting and telephone system will be available 24 hours a day, seven days a week, during the voting period.

Eligible voters in this election who have County email addresses will receive login credentials and voting instructions on August 5, 2022 by email. Eligible voters without a valid email address will receive login credentials and voter information by U.S. mail which will be mailed no later than 5:00 p.m. on August 3, 2022.

For further information, copies of the election resolution may be obtained from your Departmental Election Coordinator; the Registrar-Recorder/County Clerk (Electionplanning@rrcc.lacounty.gov); the Executive Office of the Board of Supervisors (LACERA_ELECTION@bos.lacounty.gov), or by calling (213) 893-1151; or you may visit the Board of Supervisors' Election Information Internet Website at: http://bos.lacounty.gov/Services/Conflict-of-Interest-Lobbyist/LACERA-Election

	Name	Telephone Number
Election Coordinator		
Alternate Election Coordinator		

2022

JANUARY

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9	10	11	12	13	14	15
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23	24	25	26	27	28	29
30	31					

FEBRUARY

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27	28					

MARCH

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27	28	29	30	31		

APRIL

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MAY

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29	30	31				

JUNE

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JULY

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24	25	26	27	28	29	30
31						

AUGUST

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28	29	30	31			

SEPTEMBER

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OCTOBER

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23	24	25	26	27	28	29
30	31					

NOVEMBER

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DECEMBER

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