

**2017 Election Calendar
State Employees' Insurance Board
Retired Employee Position #2**

May, 2017	Announce Position #2 (Robert Pickett incumbent) Appoint Three Member Audit Committee
June 14, 2017	Deadline for Candidates
July 5, 2017	Mail Ballots to Eligible Retirees
July 25, 2017	Regular Election Ballots Deadline
August 14, 2017	Runoff Ballots Mailed (if necessary)
September 5, 2017	Runoff Election Ballot Deadline
November 1, 2017	Elected Member Takes Office

State Employees' Insurance Board

Retiree Member Election Procedure

Section 1. Definitions

1. Audit Committee-Three members of the Board, appointed by the Chairman who shall audit and certify the results of the election.
2. Challenge-The procedure through which the results of an election may be disputed.
3. Close of the Election-5:00 p.m. on the last date that votes are accepted by the Executive Director.
4. Executive Director-The Executive Director of the State Employees' Insurance Board or such other person who shall assume the responsibility for the day to day operations of the State Employees' Health Insurance Plan.
5. Nomination- The procedure through which a retired employee's name is placed on the official ballot for election to the retired state employee positions on the board.
6. Petitioner-A voter who signs a retired employee's petition for nomination for a place on the Board.
7. Voter-A person who was formerly an active member of the Teacher's Retirement System, the Employees' Retirement System, or the Judicial Retirement Fund, but who is currently a retired member, and who is also covered under the State Employees' Health Insurance Plan.

Section 2. Qualifications

1. Prospective candidates must be a retired member receiving benefits from the Employees' Retirement System of Alabama and covered under the State Employees' Health Insurance Plan.
2. Nomination for a place on the ballot other than nominations made by the Alabama Retired State Employees' Association shall require the signature of fifty petitioners.
3. One nomination for each position by the Board of Directors of the Alabama Retired State Employees' Association shall be certified in writing by the Executive Director or the President of the Alabama Retired State Employees' Association.

4. Written nominations for the position must be received in the State Employees' Insurance Board office by June 30 of each election year; provided that if the 30th is not a regular working day then on the next regular working day thereafter.
5. A candidate may withdraw his or her name from the ballot by submitting to the Executive Director, prior to the printing of the ballots, a written request to have his or her name removed.

Section 3. Election

1. The Executive Director shall announce the vacancy for the retired employee positions on the Board by May 31 of each election year.
2. The election shall be conducted by official ballot through the U.S. Postal Service in time to allow the newly elected member to take office on November 1 of each election year, provided any voter may elect to hand deliver his or her ballot to the State Employees' Insurance Board office.
3. The Executive Director shall establish the date on which all official ballots must be returned to State Employees' Insurance Board office, provided the date shall not be less than ten (10) days after the date on which the ballots were mailed to the voters.
4. The Executive Director shall oversee the election process and, as soon as possible after the close of the election, shall appoint three members of his staff to canvass the votes and shall then certify to the audit committee the results of the election.
5. The audit committee shall meet as soon as possible to audit the results of the election and shall certify to the Board as its next regular meeting the results of the election.
6. A runoff shall be held in the event no candidate received a majority of votes cast and shall be conducted in the same manner as the regular election. The two candidates with the most votes shall be placed on the ballot for the runoff.
7. In the event only one candidate qualifies for any position on the ballot, the Executive Director shall declare that candidate elected and shall certify the result to the Board at its next regular meeting without conducting an election for such position.
8. An election challenge must be filed in writing with the Executive Director with fifteen (15) days of the close of the elections. A challenge shall be treated as any other appeal to the Board.