



## Spring 2023 Election

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Group Benefits Policy and Planning Board

Regular elections for a six-year term of office (through June 30, 2029) one seat, representing:

- Retired teachers and other retired school employees

### **This election packet contains:**

- Election schedule
- Election rules and procedures
- Candidate instructions

*For additional information, contact:*

*Office of Group Benefits – Communications Section*

*(225) 219- 7860*

[info.groupbenefits.org](http://info.groupbenefits.org)



## **Election Schedule**

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Spring 2023

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|-------------|---|
| January 11  | Call for nominations sent out by OGB  |
| February 8  | <b>Nomination Deadline</b> – All candidate information must be received by OGB no later than 4:30 p.m., Central Standard Time               |
| February 15 | Drawing held at OGB office in Baton Rouge at 9 a.m. to determine candidate positions on ballot for each election; candidates can be present |
| March 1     | Ballots mailed — eligible voters can vote by mail, by telephone or online via the internet; faxed ballots will not be accepted              |
| April 12    | <b>Voting ends at 4:30 p.m., Central Standard Time</b>  |



## Election Rules and Procedures

### Group Benefits Policy and Planning Board

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1. Each candidate for the Group Benefits Policy and Planning Board must be enrolled in an OGB health plan as of February 1<sup>st</sup> in the year in which the election occurs. Each board member must continue participation in an OGB health plan during his or her term on the board.
2. Each candidate must be a member of the group of retirees he or she will represent. For example, a candidate seeking to represent retired state employees must be a retired state employee.
3. In addition, to the above requirement, each candidate shall have been a continuous, full-time employee for a minimum of five years for the group he or she is seeking to represent. For example, a candidate seeking to represent retired state employees must have been a full-time state employee for five continuous years.
4. Each candidate must submit the following information to OGB:
  - a. Verification of required experience (such as a Civil Service history printout signed by the Human Resource Manager at the agency or agencies where the candidate is or was employed); and
  - b. A completed nomination form that shows the election date and the seat for which he or she is a potential candidate and contains signatures of endorsement from at least 25 OGB plan members, including the final four digits of each person's Social Security number.
    - OGB plan members endorsing a nominee must be eligible to vote in the election for which they are endorsing a candidate. For example, a retired state employee who is an OGB plan member is the appropriate individual to endorse a nominee for the retired state employee seat.
5. For inclusion on the ballot, each candidate should also submit a photo, if desired, and information about his or her qualifications and, platform in accordance with the requirements listed on the sample ballot information page of this packet.
6. All candidate information must be received by OGB **no later than 4:30 p.m. on February 8, 2023**. Information can be submitted by mail (addressed to OGB Chief Executive Officer, P. O. Box 44036, Baton Rouge, LA 70804) or hand-delivered to OGB's office in Baton Rouge (located at 1201 N. Third St., Suite G-159).

7. OGB will verify that at least 25 plan members who signed each candidate's nomination form are eligible to vote in the election. OGB strongly advises candidates to obtain more than 25 endorsements in case one or more are not eligible.
8. At **9:00 a.m. Central Standard Time on February 11, 2023**, at OGB's Baton Rouge Office, the drawing to determine candidates' positions on the ballot for each election will be held. Candidates can attend but are not required to do so.
9. OGB will send out ballots and candidate information on March 1, 2023, with voting instructions. Eligible plan members can vote by mail ballot, electronically through the internet, or by telephone. Faxed ballots will not be accepted. All ballots must be received no later than **4:30 p.m. Central Standard Time on April 12, 2023**.
10. After receiving the vote count, the OGB Chief Executive Officer will certify the results to the Senate and the Secretary of State. The CEO will notify the election winners and will announce the election results at the first regularly scheduled board meeting following the election.



## **Candidate Information for Ballot**

Group Benefits Policy and Planning Board

- Each candidate's qualifications and platform must be submitted on a single sheet of paper.
- Photos can be submitted in color or black-and-white as high-resolution electronic images in JPEG (.jpg) format at 300 ppi or as printed photographs.
- Each candidate's information and photo must fit in a space no larger than 2.25 inches tall and 7.5 inches wide.

### **SAMPLE CANDIDATE BALLOT INFORMATION**

John Deaux, HR Director of Department of ABCDEFG



Qualifications:

- 20 years of experience as human resources director
- Served as board representative for two years
- B.A. and M.B.A in public administration - Tulane University

Platform:

- Maintain low rates for all OGB participants
- Set uniform insurance policies
- Protect financial security of system

**CANDIDATE INFORMATION AND PHOTO**  
**MUST FIT WITHIN THIS SPACE (DASHED LINES)**

(2-1/4" x 7-1/2")

# Candidate Nomination Form

Group Benefits Policy & Planning Board

**Election Date:** Spring 2023

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**Board Seat:** Retired Teachers/Other School Employees

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**Instructions:** Each potential candidate for a seat on the Group Benefits Policy and Planning Board must obtain endorsements of candidacy from 25 OGB plan members who are eligible to vote in the election for this seat. Each endorsement must include the plan member's name, signature and last four digits of the plan member's Social Security number. OGB strongly recommends that each candidate obtain more than 25 endorsements to ensure this requirement is met.

Candidate Name:	Candidate Social Security Number (last four digits):
Mailing Address:	Business Address, if applicable:
City/State/Zip Code:	City/State/Zip Code:
Area Code/Telephone Number:	Alternate Area Code/Telephone Number:

*I hereby endorse the person listed above as a candidate for the Group Benefits Policy and Planning Board.*

<b>Name (printed):</b>	<b>Signature:</b>	<b>SSN (last four digits):</b>
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11.		

(Use additional copies of this page as needed)

<b>Candidate's Name:</b>		<b>Board Seat (circle one):</b>	
		<b>Retired State Employees</b>	<b>Retired Teachers/Other School Employees</b>
<i>Name (printed):</i>	<i>Signature:</i>	<i>SSN (last four digits):</i>	
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