



ASEA/AFSCME Local 52 Health Benefits Trust

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ASEA/AFSCME Local 52 Health Benefits Trust - Board of Trustees Notice of Nominations and Elections 2021

Trustee Nominations accepted June 21 - July 19

The Board is soliciting nominations to fill two Trustee positions:

1. Southeast Region
2. Rural/Bush Region

Candidate Requirements

To be considered for election to the Board of Trustees, an individual must be:

- An ASEA/AFSCME Local 52 member in good standing
- An ASEA/AFSCME Local 52 Health Benefits Trust member
- An employee of the State of Alaska in the General Government Unit whose status is any of the following: full-time, part-time, seasonal, on leave of absence, or on layoff
- A member in good standing in the Southeast Region whose workstation is within the City and Borough of Juneau.
- A member in good standing in the Rural/Bush Region whose workstation is within all areas **not** included in the Northern, Central or Southeast Regions.

Trustee Responsibilities

The position of Trustee is serious, time consuming and uncompensated. The term of office is four (4) years. Nominees must be willing to participate in the following responsibilities of the Board of Trustees that include, but are not limited to :

- Administration of the plan of benefits
- Administration of the Trust Fund assets solely in the interest of the participants and their beneficiaries
- Compliance with Internal Revenue Code and other applicable laws
- Payment of current benefits and reasonable and prudent expenses necessary to manage the Trust

- The investment of contributions and other income not required for the payment of benefits or expenses.

The Board of Trustees owe a fiduciary duty to the participants and beneficiaries of this Trust and by law, all investment decisions must comply with Internal Revenue Code and the prudent investor rule.

Trustees should expect to attend approximately four (4) two-day board meetings and one (1) three-day board meeting per year. Most meetings are held in Anchorage. Subject to approval by the ASEA Business Manager, Trustees receive union release time and/or ASEA Business Leave for work time needed to attend Trust meetings. Trustees are reimbursed by the Health Trust for reasonable travel expenses, defined in Trust policies, for travel necessary to carry out their responsibilities. Trustees should expect to spend additional time on teleconference meetings, committee assignments, and reviewing written materials in preparation for assignments and meetings.

You can read more about Trustee responsibilities on the Health Trust website at aseahealth.org: click "More" from the navigation button at the top of the home page and then scroll down to "Running for Trustee".

Submitting a Nomination Petition

There are two ways to obtain an Information Packet:

1. Contact the Trust Administrator by phone: 866-553-8206 or email through "Contact Us" on the website.
2. Go to the Health Trust website: aseahealth.org and click on "More" from the navigation bar at the top of the website homepage, then "Running for Trustee" and print out the appropriate documents listed under "Interested in Becoming a Trustee?"

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Submitting a Nomination Petition, continued

As part of the nomination process, the individual must sign the following documents to show that he/she has read, understands and consents to them:

- Trustee Application
- Trustee Responsibilities Overview
- Trustee Agreement

A complete Nomination Petition must include completed and signed:

- Trustee Application
- Trustee Responsibilities Overview
- Trustee Agreement
- Statement of Qualifications (up to 450 words): In accordance with the election criteria established in the Trust Agreement, a Statement of Qualifications should be limited to information on the Nominee's credentials for the position of Trustee, taking into consideration the individuals' knowledge of employee benefits issues, special training pertaining to benefit plans and/or fiduciary responsibility and other unique qualifications, training or knowledge. The statement of Qualifications will be included on the website ballot and with mailed paper ballots.

An optional photo may also be submitted to be included on the website ballot:

- Submit a digital photo saved in a JPEG (.jpg) file format
- Photo should be a head shot
- Equipment should be set to the largest photo size
- Photos should be sent via email

The Trust will accept Nomination Petitions by a mail, fax or by attaching it to an email through "Contact Us". Fax submissions must include a cover sheet stating "Attention: Trust Administrator".

ASEA/AFSCME Local 52 Health Benefits Trust

Attention: Board of Trustees

P.O. Box 5434

Spokane, WA 99205

Fax: 509-323-7614

Email: Through "Contact Us" on the website

Phone: 866-553-2806 (toll free)

The deadline to submit nominations is 5:00 PM, AKDT - July 19, 2021

The ASEA/AFSCME Local 52 Health Benefits Trust is not responsible for any failure of telecommunications, technology or equipment. Regardless of the method of submission, candidates are encouraged to call the Trust Administrator prior to the deadline to confirm that their documents were received.

Election Period: August 09 through September 08, 2021

Online Voting: Beginning August 9th members can log in to the secure section of the ASEA Health Trust website, aseahealth.org to vote. Not a registered member on the website yet? It's simple and quick and can be done at any time. If you would prefer a paper ballot, contact the election monitor, Sramek-Hightower CPA at 907-677-3320.

The election will close at 5:00 PM AKDT on September 08, 2021. The votes will be tallied on September 09, 2021 and the results will be posted to the ASEA Health Trust website.

Online and paper ballots will only be available to ASEA Local 52 members in good standing in the Southeast Region and the Rural/Bush Region.

To ensure you meet the eligibility requirements, please contact the union to verify your correct mailing address and workstation. (The union maintains records of which participants work in the various regions, while the Health Trust does not.)

The winner of the Trustee election in each region, shall be the candidate receiving the majority of votes cast. In an election with 3 or more candidates, the candidate receiving the greatest number of votes will be declared the winner, provided that candidate receives at least 40% of the valid ballots cast. If no candidate receives at least 40% of the valid ballots cast, a runoff election will be held between the two candidates with the greatest number of votes. If only one nomination is received for an elected Trustee position, and the nominee is determined to be eligible, the Board will declare that nominee as elected. No write-in candidates will be permitted. The terms for these Trustee positions will take effect following action by the Board.