

El Paso County Retirement Plan



THOMAS PFEIFLE
EXECUTIVE DIRECTOR

2880 INTERNATIONAL CIRCLE, SUITE N030
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NOTICE OF ELECTION

ELECTION OF NON-ELECTED EMPLOYEES TO THE EL PASO COUNTY RETIREMENT BOARD

TO: ALL FULL-TIME EMPLOYEES OF EL PASO COUNTY, THE PIKES PEAK LIBRARY DISTRICT, THE EL PASO COUNTY HEALTH DEPARTMENT OR THE DISTRICT ATTORNEY'S OFFICE

The El Paso County Retirement Plan, located at 2880 International Circle, Suite N030, Colorado Springs, Colorado, will conduct an election to elect one member to the El Paso County Retirement Board. According to the Colorado State Legislature, candidates for this position on this Board must be full-time employees (in a non-elected position) of El Paso County, the Pikes Peak Library District, the El Paso County Health Department or the District Attorney's office. The person so selected will take office in April 2019, and unless otherwise terminated, will serve on the Board until March 31, 2023.

The election will be conducted by way of mail. Each Plan participant will receive at their home address a ballot with voting instructions on or about March 14, 2019. The deadline for returning the ballots is end of day March 28, 2019.

The candidate receiving the greatest number of votes in this election will be certified and duly elected. In the event of a tie, the winner will be determined by lot.

Since only one participating employer can be represented in an elected position, Pikes Peak Library District employee nominations will not be accepted. All those desiring to nominate a candidate or candidates for this Board are directed to submit in writing the names of such persons, along with a short bio, to: Thomas Pfeifle, Executive Director, El Paso County Retirement Plan, 2880 International Circle, Suite N030, Colorado Springs, Colorado 80910 **by 4:00 p.m. on Thursday, March 7, 2019. NO NOMINATIONS WILL BE ACCEPTED AFTER THIS DATE.** All employees participating in the El Paso County Retirement Plan are eligible to vote in this election.

"Financial Security for the Golden Years"

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DUTIES, RESPONSIBILITIES AND QUALIFICATIONS ARE AS FOLLOWS:

The five-member Board of the El Paso County Retirement Plan has complete operational and administrative control of the Plan. Two Board members are elected by the Participants of the Plan, two members are appointed by the County Commissioners and the one permanent member of the Board is the County Treasurer.

The following statement of duties and responsibilities together with the qualifications required to properly serve are applicable to all members but are particularly required of the Chairperson.

GENERAL STATEMENT OF DUTIES AND MAJOR RESPONSIBILITIES

Responsible for the management of the County Retirement Program in compliance with Colorado Statutes, for overseeing the duties of the Executive Director, Actuary, Custodian and Investment Managers, and for the investment policy of all Plan funds.

Study and keep abreast of all current Federal laws affecting pensions and retirement plans. Review and compare current programs and competitive practices and make recommendations for Plan improvements and modifications.

QUALIFICATIONS REQUIRED

KNOWLEDGE, SKILLS AND ABILITIES: The ability to understand and implement federal and state statutes relating to pensions, methods and procedures; working knowledge of generally accepted actuarial principles and procedures; general knowledge of modern business methods, practices and procedures; ability to understand actuarial and financial reports and studies.

EDUCATION AND EXPERIENCE: Specific education and experience are not as important as a desire to provide the best retirement program possible within the statutes and financial limitations. Some experience or training in financial or money management is very desirable.

OTHER REQUIREMENTS: Ability to establish and maintain effective, harmonious business relationships and all elements of the pension program; exercise good judgment, tact and diplomacy in all relationships with the membership of the Retirement Plan, willing to devote at least five hours per week to read and study current developments in this vital field.

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