

Los Angeles County Employees  
Retirement Association Election

**COUNTY OF LOS ANGELES**



**CANDIDATE INFORMATION  
BOOKLET**

**JULY 31, 2007**

**SAFETY MEMBERS**

7th and Alternate Members,  
Board of Retirement  
4th Member, Board of Investments

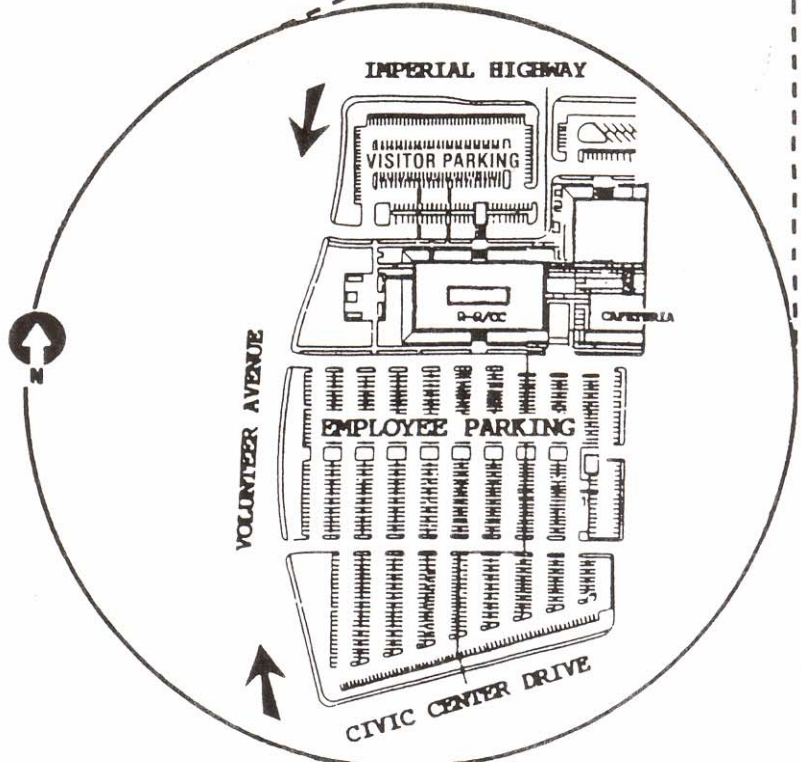
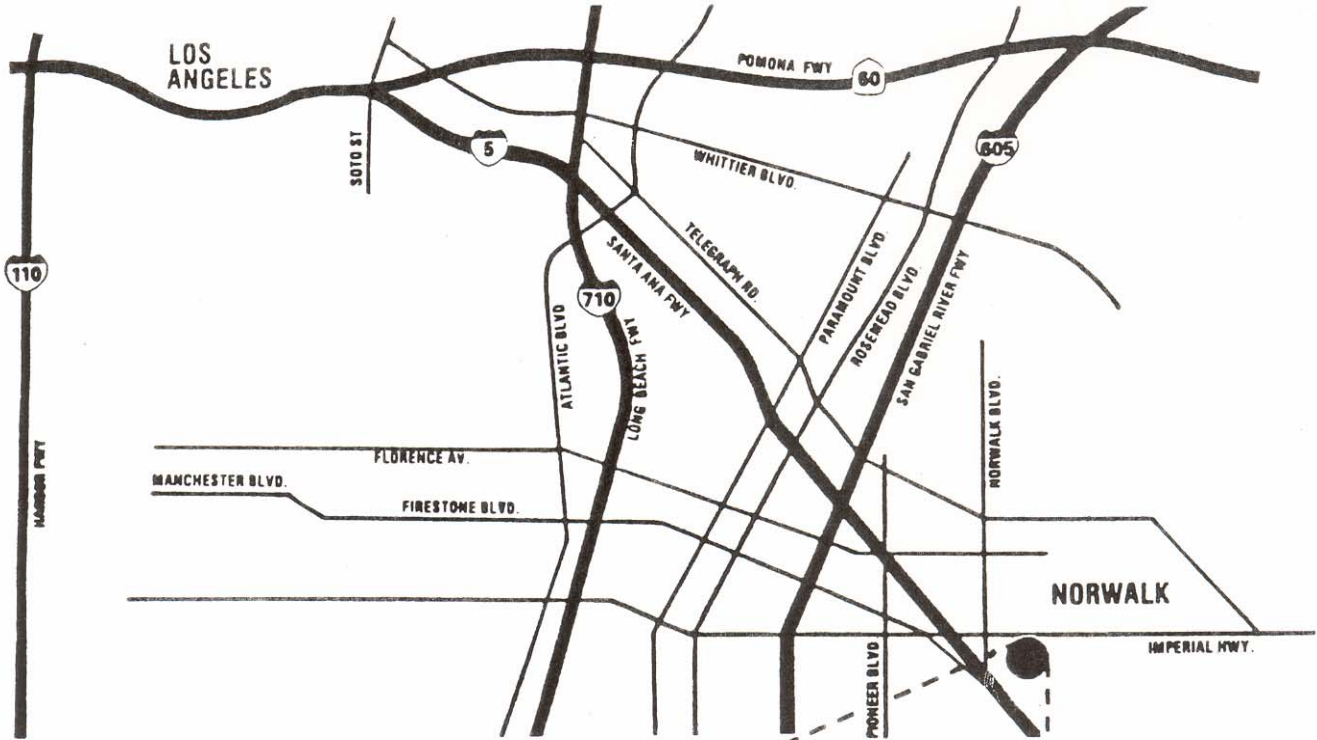


Prepared By

REGISTRAR-RECORDER/COUNTY CLERK'S OFFICE  
Election Preparation Division

**562-462-2317**

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



## **NOTICE**

This LACERA Candidate Information 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's office to determine whether a candidate meets the requirements for holding office. Individuals with questions concerning their own or other candidate qualifications or other related matters should seek legal counsel.

Candidates and others using this Candidate Information 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 Safety Members.

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://bos.co.la.ca.us/lacera\\_election.htm](http://bos.co.la.ca.us/lacera_election.htm).

The **Board of Investment** has nine members. The Los Angeles County Board of Supervisors appoints five members, and four members are elected by the LACERA membership. Two of the elected members are General Members, one is a Safety Member, and one is a Retired Member.

The **Board of Retirement** is comprised of nine members and two alternate members. The Board of Supervisors appoints five members and six are elected by the LACERA membership. The six elected members are comprised of two General Members, two Retired Members, one of whom is an Alternate Member of the Board, and two Safety Members, one of whom is also an Alternate Member of the Board.

- 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. They are the largest county retirement system in the United States, serving more than **147,000** 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:** For the LACERA Election to be held on **July 31, 2007** the offices of **Fourth Member, Board of Investments, Seventh and Alternate Members, Board of Retirement** for Safety Members are up for election. Members eligible to vote in this election shall be Safety Members of the Retirement Association on or before **March 1, 2007**. The total eligible voting population is approximately **13,200 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; **sending electronic mail, conducting unauthorized walk-through 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:

**Employees 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) may result in administrative discipline. (See Rule Number (15) of the Resolutions.)

# Chapter 1

Calendar Of Events



## CALENDAR OF EVENTS

### LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION ELECTION SAFETY MEMBERS — JULY 31, 2007

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

DATES	EVENTS
<p><b>May 2 (W)                    E – 90            E – 60</b>  <b>thru</b>  <b>June 1 (F)</b>  <b>5:00 p.m.</b></p>	<p><b>CANDIDATE FILING</b>            During this period nomination documents may be obtained and filed.</p> <p><b>CANDIDATE’S STATEMENT OF QUALIFICATIONS</b>            During this period candidates for the offices of Board of Investments, Board of Retirement, and Alternate Board of Retirement safety members may file a statement not to exceed <b>200</b> words.</p>
<p><b>June 4 (M)                    E – 57            E – 53</b>  <b>thru</b>  <b>June 8 (F)</b></p>	<p><b>PUBLIC EXAMINATION PERIOD</b>            During this period Candidate Statement of Qualifications shall be open for Public Examination for 5 business days excluding weekends and/or holidays. A fee may be charged to any person obtaining a copy of the material/data. 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.</p>
<p><b>June 4 (M)                    E – 57</b></p>	<p><b>STATUS OF NOMINEE</b>            The Registrar-Recorder/County Clerk’s (RR/CC) Office shall check the signatures on the nominating petitions and notify each nominee of his/her qualifying status.</p> <p><b>Note:</b> On this date a list of Qualified Candidates/ Nominees will be posted on the RR/CC website <b><a href="http://lavote.net">http://lavote.net</a></b></p> <p>If by this date the RR/CC determines that only one member has been duly nominated, the RR/CC shall notify the Board of Supervisors and the BOS shall order that no election be held.</p> <p>On this date the RR/CC is scheduled to certify qualified candidates to the Executive Office of the Board of Supervisors.</p>

CALENDAR OF EVENTS (continued)

DATES	EVENTS
<p><b>June 5 (Tu) E – 56</b>  <b>2:00 p.m.</b></p>	<p><b>RANDOM DRAWING OF CANDIDATES' NAMES FOR PLACEMENT ON THE BALLOT</b>                      The random public drawing shall take place in the Executive Office of the Board of Supervisors at <b>2:00 p.m.</b> for both the Board of Investments and the Board of Retirement.</p>
<p><b>June 15 (F)</b></p>	<p><b>CANDIDATE'S STATEMENT OF QUALIFICATIONS</b>                      Statements of qualifications approved by the Registrar-Recorder/County Clerk may be viewed at: <a href="http://bos.co.la.ca.us/lacera_election.htm">http://bos.co.la.ca.us/lacera_election.htm</a></p>
<p><b>June 25 (M) E – 36 E – 32</b>  <b>thru</b>  <b>June 29 (F)</b></p>	<p><b>MAILING OF BALLOTS</b>                      First and last day the RR/CC will mail ballots to eligible LACERA Safety Members.</p>
<p><b>July 3 (Tu) E – 28</b></p>	<p><b>MAILING OF BALLOTS - VERIFICATION</b>                      On or before this date the Registrar-Recorder/County Clerk will forward to the Executive Officer of the Board of Supervisors verification that all ballots were mailed to eligible LACERA Safety Members.</p>
<p><b>July 9 (M) E – 22 E – 14</b>  <b>thru</b>  <b>July 17 (Tu)</b>  <b>5:00 p.m.</b></p>	<p><b>REQUEST FOR A DUPLICATE BALLOT</b>                      First and last day Safety Members can request a duplicate ballot, which must be in writing to their Department Election Coordinator. The Department Election Coordinator will contact the Registrar-Recorder/County Clerk's office to mail a duplicate ballot.</p> <p>Note: Contact your Department Election Coordinator to request a Duplicate Ballot (See Sample on Page 14). A listing of all Election Coordinators can be accessed at LACERA website. <a href="http://bos.co.la.ca.us/lacera_election.htm">http://bos.co.la.ca.us/lacera_election.htm</a></p>
<p><b>July 18 (W) E – 13</b>  <b>5:00 p.m.</b></p>	<p><b>DUPLICATE BALLOTS</b>                      Last day for Registrar-Recorder/County Clerk's Office to mail duplicate ballots.</p>
<p><b>July 31 (Tu) ELECTION DAY</b>  <b>5:00 p.m.</b></p>	<p><b>ELECTION DAY</b>                      All ballots must be delivered via U.S. mail or in person to the Registrar-Recorder/County Clerk's Office.</p>

CALENDAR OF EVENTS (continued)

<b>DATES</b>	<b>EVENTS</b>
<p><b>Aug. 2 (Th)                    E + 2</b>  <b>10:00 a.m.</b></p>	<p><b>BALLOTS TALLIED/COUNTED</b>  RR/CC tallies (counts) all ballots for the LACERA Safety Members Election.</p> <p><b>ELECTION CERTIFICATION</b>  The RR/CC is scheduled to certify election results to the Executive Office of the Board of Supervisors.</p>
<p><b>Aug. 3 (F)                    E + 3</b></p>	<p><b>NOTICE TO CANDIDATES</b>  No later than this date, the RR/CC shall (a) telephone each candidate receiving more than 20 percent of the total votes cast as to the certification of election results and (b) send written notice of the results via U.S. Mail.</p>
<p><b>Aug. 10 (F)                    E + 10</b>  <b>5:00 p.m.</b></p>	<p><b>PROTEST</b>  Last day any Candidate desiring to protest the results of the election may file a written protest with the Executive Office of the Board of Supervisors. The written protest must specify the grounds for the protest and be accompanied by supporting documentation.</p> <p><b>RECOUNT</b>  Last day a written request for a recount may be filed with the RR/CC. The Candidate filing the request for the recount shall bear the cost by submitting a deposit with the RR/CC <b>before</b> the recount is commenced and at the <b>beginning of each</b> day until the recount is completed or cancelled. These amounts cover the cost of the recount for that day.</p>
<p><b>Aug. 17 (F)                    E + 17</b></p>	<p><b>COMMENCING A RECOUNT</b>  Last day for the Registrar-Recorder/County Clerk to commence a recount.</p>
<p><b>Sept. 4 (Tu)                    E + 35</b></p>	<p><b>ELECTION RESULTS</b>  Election results will be declared official by the Board of Supervisors, on this date or any other meeting date following completion of a recount.</p>

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





# **Chapter 2**

Candidate Qualifications  
And  
Information On Offices

## CANDIDATE QUALIFICATIONS AND INFORMATION ON OFFICES

The following LACERA Safety Member offices are up for election:

OFFICE	TERM OF OFFICE	NOMINATING SIGNATURES
Fourth Member, Board of Investments  Seventh and Alternate Members, Board of Retirement	Beginning <b>January 1, 2008</b>  thru <b>December 31, 2010</b> three year term	50 (Active Safety Members Only)

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

**FILING FEE** — None 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 person receiving the highest number of votes shall be declared elected. In the event, two or more persons tie for first place, the winner shall be determined by drawing lots before the Board of Supervisors.

# **Chapter 3**

General Information  
And  
Filing Procedures For  
Candidates



## GENERAL INFORMATION AND FILING PROCEDURES FOR CANDIDATES

**GENERAL INFORMATION** — All LACERA candidates must be an active Safety Member of the **Los Angeles County Employees Retirement Association** at the time nomination papers are issued.

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 processes 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.

Only official documents issued by the Registrar-Recorder/County Clerk's Office 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.

The Nomination Documents must be **Mailed OR Delivered** to the following addresses.

<b>MAIL</b>	<b>DELIVER</b>
Registrar-Recorder/County Clerk <b>Attn: Election Planning Section,</b> Second Floor, Room 2015 P.O. Box 1024 Norwalk, CA 90650-1024	Registrar-Recorder/County Clerk <b>Election Information Section,</b> Second Floor, Room 2013 12400 Imperial Highway Norwalk, CA 90650
<b>(Indicate on envelope Nomination Documents Enclosed)</b>	<b>(Business Hours: 8:00 am to 5:00 pm)</b>

The Registrar-Recorder/County Clerk's office **cannot** legally accept any Candidate Nominating Petitions sent via U.S. Mail or personal delivery, **WHICH ARE RECEIVED BY THIS OFFICE AFTER 5:00 P.M. on June 1, 2007** which is the filing deadline.

**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.

## CANDIDATE NOMINATION PROCESS

You are planning on filing as a candidate for elective office and want to know **“HOW DO I GET STARTED?”** There are five (5) easy steps to the candidate nomination process as follows:

### STEP 1 — APPLYING FOR CANDIDATE NOMINATION DOCUMENTS

Candidates or Authorized Agents are required to fill out a Candidate Registration & Qualification Form for the Nomination Documents.

#### BELOW IS A GENERIC SAMPLE OF THE CANDIDATE REGISTRATION and QUALIFICATION FORM

1. Print your name as you wish it to appear on ballot.
2. Print your residence street address.
3. Print your city name and zip code.
4. Print your day time telephone number.
5. Print your email address.
6. Print the elective office title for which you are applying.
7. Print your L.A. county department work location.
8. The Candidate or Agent must sign and date the form.

Candidate or Agent must verify that the candidate's information, including the name to appear on ballot, office title, addresses, telephone numbers, and email address are printed correctly on all forms.

<p style="text-align: center;"><b>MEMBERS</b></p> <p>LOS ANGELES COUNTY REGISTRAR-RECORDER/COUNTY CLERK CANDIDATE REGISTRATION &amp; QUALIFICATION FORM</p>	<p><b>FOR OFFICE USE</b></p> <p>SEQ. NO. _____</p>	
<b>COUNTY EMPLOYEE ELECTION</b>		
<b>NAME TO APPEAR ON BALLOT AS (Please Print in ALL CAPITAL LETTERS)</b>		
FIRST	MIDDLE NAME OR INITIAL (and/or Nickname)	LAST
RESIDENCE STREET ADDRESS		
CITY NAME		ZIP CODE
TELEPHONE NUMBER		
DAYTIME (    )		EMAIL:
OFFICE TITLE		
<b>MEMBERS, BOARD OF</b>		
COUNTY DEPARTMENT NAME		
"I am aware of the qualifications for office"		
SIGNATURE OF CANDIDATE OR AGENT		DATE
<b>FOR OFFICE USE ONLY</b>		
ISSUE DATE	FILED DATE	TYPIST NAME
_____	_____	_____


The Candidate Registration & Qualification Form is used for preparing the nomination documents. It is important that the information is accurate. This information will be published and distributed to the news media and the general public.

## 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 with, how you would like your name to appear on the ballot, along with the other information requested.
6. Complete the 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 of \_\_\_\_\_ hereby authorize \_\_\_\_\_ (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

Declaration of Candidacy  
 Nominating Petitions

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 \_\_\_\_\_

R1024 REV. 7/2005

CANDIDATE NOMINATION PROCESS (continued)

**STEP 2 — ISSUING LACERA PACKETS**

Candidates will receive a LACERA packet containing a letter to the Candidate, Candidate Information Booklet, Nomination Petitions, Board Adopted Election Resolutions including the Powers and Duties for designated Board Members.


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. The candidate statement of qualifications form.
3. The resolution containing pertinent dates and information pertaining to the election.
4. 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 candidate statements of qualifications.
3. The last day to file nomination papers/Petitions.

**BELOW IS A GENERIC SAMPLE OF THE LETTER TO THE CANDIDATE**

 COUNTY OF LOS ANGELES  
**REGISTRAR-RECORDER/COUNTY CLERK**  
12400 IMPERIAL HWY. -- P.O. BOX 1024, NORWALK, CALIFORNIA 90851-1024 / (562) 462-2317

**CONNIE B. McCORMACK**  
REGISTRAR-RECORDER/COUNTY CLERK

Dear Candidate:

This package contains the nomination documents for filing as a candidate for the July 31, 2007 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)  
(Note: Resolution contains pertinent dates and information pertaining to the election.)
4. CANDIDATE INFORMATION BOOKLET

**I am aware of the following:**

1. QUALIFICATIONS FOR CANDIDACY FOR OFFICE
2. REQUIREMENTS FOR FILING CANDIDATE STATEMENTS
3. LAST DAY TO FILE NOMINATION PAPERS/PETITIONS IS MAY 31, 2007

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

\_\_\_\_\_  
CANDIDATE or AUTHORIZED REPRESENTATIVE

OFFICE USE ONLY	
Deputy Initials	Date



CANDIDATE NOMINATION PROCESS (continued)

**STEP 3 — FILING NOMINATION PETITIONS**

The candidate nomination **petitions signer** qualifications are as follows:

1. Nomination Petitions must be signed by at least **50 or more**, active Safety Members, of the Los Angeles County Employees Retirement Association. No member may sign more than one nominating petition.
2. **Each signer must**; print and sign their own name, include their Employee Number and their Los Angeles County Department Work Location.
3. Petitions **must be filed** between the hours of **8:00 a.m. and 5:00 p.m. Monday through Friday**, excluding holidays with the:

Registrar-Recorder/County Clerk's Office  
**Election Information Section**,  
 12400 Imperial Highway, 2<sup>nd</sup> Floor, Room 2013  
 Norwalk, CA. 90650

4. Nomination Petitions must be filed with the RR/CC no later than Friday, **June 1, 2007, 5:00 pm.**
5. The RR/CC will examine the signatures on petitions and notify each nominee of his or her status no later than **Monday, June 4, 2007.**

**BELOW IS A GENERIC SAMPLE OF A CANDIDATE NOMINATION PETITION**

**FRONT**

CANDIDATE NOMINATING PETITION – PAGE 1  
 MEMBER, BOARD OF \_\_\_\_\_  
 LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION ELECTION  
 ELECTION DATE \_\_\_\_\_

We the undersigned General Members of the Los Angeles County Employees Retirement Association nominate:

an employee of \_\_\_\_\_ Department.

1. Print _____ Sign _____	Employee # _____ Department _____
2. Print _____ Sign _____	Employee # _____ Department _____
3. Print _____ Sign _____	Employee # _____ Department _____
4. Print _____ Sign _____	Employee # _____ Department _____
5. Print _____ Sign _____	Employee # _____ Department _____
6. Print _____ Sign _____	Employee # _____ Department _____
7. Print _____ Sign _____	Employee # _____ Department _____
8. Print _____ Sign _____	Employee # _____ Department _____
9. Print _____ Sign _____	Employee # _____ Department _____
10. Print _____ Sign _____	Employee # _____ Department _____
11. Print _____ Sign _____	Employee # _____ Department _____
12. Print _____ Sign _____	Employee # _____ Department _____
13. Print _____ Sign _____	Employee # _____ Department _____
14. Print _____ Sign _____	Employee # _____ Department _____
15. Print _____ Sign _____	Employee # _____ Department _____
16. Print _____ Sign _____	Employee # _____ Department _____
17. Print _____ Sign _____	Employee # _____ Department _____
18. Print _____ Sign _____	Employee # _____ Department _____
19. Print _____ Sign _____	Employee # _____ Department _____
20. Print _____ Sign _____	Employee # _____ Department _____

(OVER)

**BACK**

CANDIDATE NOMINATING PETITION – PAGE 2

21. Print _____ Sign _____	Employee # _____ Department _____
22. Print _____ Sign _____	Employee # _____ Department _____
23. Print _____ Sign _____	Employee # _____ Department _____
24. Print _____ Sign _____	Employee # _____ Department _____
25. Print _____ Sign _____	Employee # _____ Department _____
26. Print _____ Sign _____	Employee # _____ Department _____
27. Print _____ Sign _____	Employee # _____ Department _____
28. Print _____ Sign _____	Employee # _____ Department _____
29. Print _____ Sign _____	Employee # _____ Department _____
30. Print _____ Sign _____	Employee # _____ Department _____
31. Print _____ Sign _____	Employee # _____ Department _____
32. Print _____ Sign _____	Employee # _____ Department _____
33. Print _____ Sign _____	Employee # _____ Department _____
34. Print _____ Sign _____	Employee # _____ Department _____
35. Print _____ Sign _____	Employee # _____ Department _____
36. Print _____ Sign _____	Employee # _____ Department _____
37. Print _____ Sign _____	Employee # _____ Department _____
38. Print _____ Sign _____	Employee # _____ Department _____
39. Print _____ Sign _____	Employee # _____ Department _____
40. Print _____ Sign _____	Employee # _____ Department _____

**IMPORTANT**

1. Petition must be signed by at least 50 or more \_\_\_\_\_ Members of the Los Angeles County Employees Retirement Association.
2. Petitions must be filed with the Registrar-Recorder/County Clerk, 12400 Imperial Highway, Norwalk, CA 90650, by 5:00 p.m., \_\_\_\_\_.

CANDIDATE NOMINATION PROCESS (continued)

**STEP 4 — 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	APPLIES TO
Nominating Petitions	All Candidates
Candidate Statement of Qualifications	Optional for all Candidates
For further information, contact the <b>Election Planning Section</b> at (562) 462-2317	

**STEP 5 — CANDIDATE RECEIPT FOR NOMINATION DOCUMENTS**

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

**BELOW IS A GENERIC SAMPLE OF THE RECEIPT**

	<b>Los Angeles County</b> <b>Registrar-Recorder/County Clerk</b>	<b>Election Planning Section</b> <b>(562) 462-2317</b>
<p align="center">LOS ANGELES COUNTY EMPLOYEES RETIREMENT ASSOCIATION ELECTION                  July 31, 2007</p>		
<p align="center">CANDIDATE RECEIPT FOR NOMINATION DOCUMENTS</p>		
Candidate's Name: _____		
Office: _____		
The following documents have been received:		
<input type="checkbox"/>	Nominating Petitions ( ____ Sections)	
<input type="checkbox"/>	Candidate Statement of Qualifications	
<input type="checkbox"/>	Other (e.g., Candidate Information Booklet) _____	
Lacara 2007	_____ Elections Deputy	_____ Date
		CAND

# **Chapter 4**

Candidate Statements  
Of  
Qualifications



## CANDIDATE STATEMENT OF QUALIFICATIONS

**GENERAL INFORMATION** — Candidate Statement of Qualifications must be filed no later than 5:00 p.m. on **June 1, 2007** the last day of the nomination period.

ESTIMATED COST	WORD LIMIT	ENHANCED WORDS
NO FEE	200	25

1. Candidate Statement of Qualifications are 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 Candidate Statement of Qualifications.

**WITHDRAWAL AND/OR RE-FILING OF CANDIDATE STATEMENTS OF QUALIFICATIONS** — Candidate Statements may be **withdrawn** or **withdrawn and re-filed** no later than 5:00 p.m. on **June 1, 2007** the last day to file nomination documents.

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

### CANDIDATE STATEMENT OF QUALIFICATIONS

Statements will be printed in uniform type, style and spacing. Use block paragraphs and single space format. Text submitted indented or centered will be typeset in block paragraph form. Entire statements in all capital letters are not acceptable. Indentations, circles, stars, dots, italics and/or bullets cannot be accommodated. However, you may use dashes/hyphens.

Enhanced words to be printed in **boldface type**, underscored and/or CAPITALIZED are to be clearly indicated. Any combinations of enhanced words are counted as one word. However, the number of words/acronyms that are in **boldface type**, underscored 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 FOURTH 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 FINANCIAL ANALYST, CONSULTANT and ACCOUNTANT.

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!!!

CANDIDATE STATEMENT OF QUALIFICATIONS (continued)

The Registrar-Recorder/County Clerk shall notify each nominee by telephone at his or her telephone number that the nominee has provided, via U.S. Mail to the nominee's mailing address 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 the 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

JULY 31, 2007

Printing requirements make it necessary to print all statements in a uniform style. All statements, therefore, will be set in block paragraph form. Text submitted indented or centered will be typeset in block paragraph form. Ending statements in all capital letters are not acceptable. Indentations, circles, stars, italics, dots, and/or bullets cannot be accommodated. Words to be printed in bold face type, underscored and/or capitalized are to be clearly indicated. The number of bold face type, underscored and/or capital words shall not exceed 25 words per 200 word statement. 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: \_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_, California.

\_\_\_\_\_ Evening \_\_\_\_\_ Fax No. \_\_\_\_\_

---

**OFFICE USE ONLY**

No. \_\_\_\_\_ 8036

Words \_\_\_\_\_

Words in \_\_\_\_\_  
capital letters, \_\_\_\_\_  
scored. \_\_\_\_\_

**PUBLIC EXAMINATION PERIOD** – Candidate Statement of Qualifications as submitted by the candidate will be available at the RR/CC, 12400 Imperial Highway, Norwalk, CA, 90650 in the Election Information Section on the 2<sup>nd</sup> Floor for Public Examination for a period of 5 business days from **June 4, 2007** through **June 8, 2007**. 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  
FOR  
CANDIDATE STATEMENT**

(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. If the text exceeds the specified word limit, the author will be asked to delete words or change text until the statement/enclosure conforms with the following 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. **GEOGRAPHICAL NAMES** such as countries, states, counties, cities, towns, or jurisdictions are counted as one (1) word.  
**Such as:** "City of Los Angeles" = 1 word  
"City and County of San Francisco" = 1 word
4. **ABBREVIATIONS** each acronym or abbreviation for a word, phrase, or expression is counted as one (1) word.  
**Such as:** 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.  
**Such as:** Attorney-at-law
6. **DATES** consisting of a combination of digits are counted as one (1) word.  
**Such as:** 3/18 7/21/89
7. **DATES** consisting of a combination of words and digits are counted as two (2) words.  
**Such as:** July 21, 1983 18 June, 1987
8. **NUMERIC COMBINATIONS** are counted as one (1) word.  
**Such as:** 1973 13 1/2 1971-73 5% 8/3/73 #14
9. **MONETARY AMOUNTS**  
**Such as:** \$1,000.00 are counted as one (1) word  
**Such as:** \$4 million are counted as two (2) words
10. **NAMES OF PERSONS AND THINGS** are counted as individual words.  
**Such as:** Gus Wright (2 words)  
L. A. Basketball Team (3 words)
11. **TELEPHONE/FAX NUMBERS** are counted as one (1) word.  
**Such as:** 1 (800) 815-2666 1-562-462-2317
12. **INTERNET WEB SITES/E-MAIL ADDRESSES** are counted as one (1) word.  
**Such as:** 1) <http://www.co.la.ca.us> 2) [www.lavote.net](http://www.lavote.net) 3) <http://www.lacounty.info>

# Chapter 5

Duplicate Ballot Request  
Form







**2007 LACERA ELECTION**  
**DUPLICATE BALLOT REQUEST FORM**

In accordance with the election resolutions adopted by the Board of Supervisors establishing the procedures for the election of the Fourth Member, Board of Investments and the Seventh and Alternate Members, Board of Retirement the following employee is requesting a duplicate ballot. An employee eligible to vote in this election must be a Safety Member of the Los Angeles County Employees Retirement Association on or before March 1, 2007.

Item 19 of the election resolution for the Fourth Member, Board of Investments and item 19 of the election resolution for the Seventh and Alternate Members, Board of Retirement provides for an employee who has not received a ballot by **Monday, July 9, 2007** and who desires to vote may request a duplicate ballot. An employee requesting a duplicate ballot must submit to their department election coordinator a written signed statement requesting the Registrar-Recorder/County Clerk to issue a duplicate ballot.

The deadline for a duplicate ballot request to be received by the Registrar-Recorder/County Clerk is **5:00 p.m. Tuesday, July 17, 2007**. Request may be filed via facsimile at (562) 466-6025. Department Election Coordinators will retain the employee's written signed statement requesting a duplicate ballot for (60) days after the date of the final declaration of the election results by the Board of Supervisors.

**PLEASE PRINT**

1. \_\_\_\_\_  
 Employee Name Em \_\_\_\_\_  
Number

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Mailing Address

**Request of Election Coordinator for Information**

**Please Print:**

\_\_\_\_\_

Election Coordinator Name

( ) ( )

Area Code/Telephone Number Area Code/Facsimile Number

\_\_\_\_\_ Department Number \_\_\_\_\_

Department

\_\_\_\_\_

Signature of Election Coordinator

SAMPLE  
ELECTION COORDINATOR USE ONLY

# 2007

## JANUARY

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## FEBRUARY

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

## MARCH

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## APRIL

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## MAY

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

## JUNE

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

## JULY

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## AUGUST

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## SEPTEMBER

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## OCTOBER

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## NOVEMBER

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## DECEMBER

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					