OKLAHOMA POLICE PENSION & RETIREMENT SYSTEM
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To: Members of State Board District 6

From: Steven K. Snyder, Executive Director

Date: February 7, 2014

Subject: Nomination, Election and Duties of Board Members

The Oklahoma Police Pension and Retirement Board is composed of thirteen (13) members. Seven (7) members shall be elected. The members elected to represent State Board Districts one (1) through six (6) shall be active members of the Oklahoma Police Pension and Retirement System ("the System") and work for a participating municipality whose police department is physically located within the State Board District. The member elected to represent State Board District seven (7) shall be a retired member of the System. The election process is now underway to elect a member to represent District 6 for a three-year term beginning July 1, 2014.

NOMINATION

A nomination petition can be downloaded from our website (www.opprs.ok.gov). A nomination petition can also be obtained by contacting the OPPRS office at (405) 840-3555. Also posted on the website is a list of participating municipalities whose members are eligible to be nominated.

To be placed on the ballot, nominees must receive signatures from 5% (52 members) of the eligible members currently employed with the Oklahoma City Police Department.

Nomination petitions must be returned by certified mail with return receipt or delivered in person to the certified public accounting firm supervising the election (Finley & Cook, PLLC – Audit Department, 1421 E. 45th Street, Shawnee, OK 74804) or to the System. The nomination petitions must be received by Finley & Cook or by the System on or before March 6, 2014. The nominee must also provide a **twenty-five (25) words or less biographical sketch** to be included in the election ballot. The biographical sketch must be returned with the nomination petition. The names of the nominees will be posted in the System's office for public view for not less than seven (7) days.

ELECTION

Should only one member from District 6 be nominated, that member will automatically become the Board member for the district. If more than one member is nominated, a ballot will be mailed to each member in the same manner as nomination requests were addressed. This ballot will instruct voters to return their signed ballot directly to the certified public accounting firm, Finley & Cook, or the vote will not be counted. The ballot must be received by Finley & Cook no later than April 18, 2014. A self-addressed envelope will be enclosed to return your ballot.

Notification of the election results will be sent to nominees via Certified Mail. A nominee has ten (10) days from the date they receive notice of the election results to provide the System with written notice of their desire to challenge the results.

DUTIES

The Oklahoma Police Pension and Retirement Board Member shall discharge his/her duties with respect to the System solely in the interest of the participants and beneficiaries and for the exclusive purpose of providing benefits to participants and their beneficiaries and defraying reasonable expenses of administering the System.

The Board Member shall discharge his/her duties with the care, skill, prudence and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims; by diversifying the investments of the System so as to minimize the risk of large losses, unless under the circumstances it is clearly prudent not to do so; and in accordance with the laws, documents and instruments governing the System.

The Board normally meets on the third Wednesday of each month and at other times as needed and as set by the Chairman of the Board. Board members receive no compensation for their service; however, members are reimbursed for travel expenses.

SKS/dg