



Austin Fire Fighters Relief and Retirement Fund
4101 Parkstone Heights Drive, Suite 270
Austin, TX 78746
Telephone: (512) 454-9567

Please Post Until December 15, 2021

To: All Fire Fighter Pension Fund Members
From: Premal Amin, Interim Administrator
Date: August 24, 2021
Re: Pension Board Trustee Nominations and Elections

Dear Pension Fund Members:

Pension board trustee elections are available to both active and retired fire fighters. Active fire fighters can nominate and elect a fellow active or retired fire fighter, and vice versa. Our pension office will soon begin taking nominations for the pension board trustee whose three (3) year term will begin at the first pension board meeting in January 2022. In an effort to know more about the candidates running, your pension board is requesting a biography be provided for every candidate who is nominated. The biography, which is not mandatory, should not be more than three hundred (300) words in length and this will be strictly adhered to. These biographies will be included with each ballot to acquaint one another with the candidates. The following are the nomination and election time periods as planned:

Nominations – September 1st through September 15th

Nominations will be taken in person at Pension Office, by telephone (**512-454-9567**), Email (**staff@afrrs.org**), or U.S. mail (post-marked no later than **September 15, 2021**). As noted above, a biography should be provided for every candidate nominated (not mandatory, however). Deadline for biographies to pension office by September 21st please. The nominations will be taken through the above dates during the hours 8 am. until 5 pm.

Nominations deadline is September 15th by 5 p.m.

Elections – November 1st through November 15th

Starting this year we will be using YES Elections with the election process. YES Elections will mail a ballot via USPS First class mail to all eligible voters in advance of the open date. The mail ballot package will contain instructions to return the ballot using the business reply envelope provided, or electronically online. The printed mail ballot materials will include the website URL as well as uniquely generated log-in credentials for online voting. An email will also be sent on the opening date to any voters with a valid email address on file, containing the same pertinent information as the mail ballot.

Run-Off – If necessary, December 1st through December 15th

If no nominated member receives a majority of the votes cast per above, there will be a run-off between the two nominated members with the highest number of votes. Ballots would again be scheduled for distribution by the above-mentioned dates and procedures. They should be returned by mail and post marked no later than December 15th. Results will be made known as soon as possible.

Sincerely,
Premal Amin
Interim Administrator