

**RULES OF REGULAR ELECTION**  
**TO THE MASSACHUSETTS STATE RETIREMENT BOARD**  
***2022 Regular Election***

The following rules will be followed by the Massachusetts State Retirement Board ("Board") and members of the Massachusetts State Employees' Retirement System ("MSERS") in conducting the current election of an active or retired member to the Board. The successful elected member shall serve for a three-year term without compensation.

A. Notice of Election and Eligibility

- 1) Notice of the upcoming election, in forms determined by the Board, will be forwarded to retirees, active members, and agencies within the Massachusetts State Employees' Retirement System ("MSERS") on or about July 22, 2022. Notice will be sent and will contain specificity as to how, where, and when nomination papers may be obtained.
- 2) Persons who are members in service (actively employed or on authorized leave of absence), or members retired from service shall be eligible for nomination as a candidate to fill the elected position on the State Retirement Board upon the submission of properly completed nomination papers. Nomination papers must contain the ***valid signatures*** of at least 50 in-service or retired members of the MSERS, along with a candidate's biographical sketch/election statement of one hundred (100) words or less.
- 3) Notice to nominees who have qualified as candidates for election will be issued on or about September 16, 2022.

B. Nomination Papers

- 1) Nomination papers will be available on the Board's website or may be obtained by submitting a written request to the Board's Boston office to the attention of the Board's Election Officer beginning on July 22, 2022.
- 2) Only signatures submitted on nomination papers provided by the State Retirement Board to a candidate will be accepted to be validated. Signatures may be: (1) original ("wet signatures") provided by an eligible MSERS member submitted on an official nomination paper; or (2) a scanned original signature made by an eligible MSERS member submitted on an official nomination paper;

or (3) a signature made by an eligible MSERS member using a computer mouse or stylus and submitted on an official nomination paper. ***Electronic signatures will not be accepted.***

- 3) Said nomination papers will be in such a format as to provide and must include the signature of a member, their legible printed name, and their MSERS Member ID number, their HRCMS ID number (if applicable) or the last four digits of their Social Security Number, or if retired, MSERS Member ID number or retirement case number. Nomination papers may be signed only by active and retired members of the MSERS.
- 4) Original nomination papers should be submitted at one time to the Board by candidates seeking nomination containing the names and signatures of at least 50 in-service or retired members. Original nomination papers must be received by mail at the Board's Boston office, One Winter Street – 8<sup>th</sup> Floor, Boston, MA 02108, by 5:00 p.m. on Monday, September 12, 2022.
- 5) Active in-service members and retirees may sign more than one set of nomination papers for different candidates but may not sign any candidate's nomination papers more than once.
- 6) Signatures on nomination papers will be validated against membership data on file with the Board as of the date of submission of the nomination papers. Signatures and other identifying information relating to a member must be legible and able to be confirmed. The validity of any signature on a nomination paper or the membership status of the individual signing a nomination paper shall be determined by the Board's Election Officer.
- 7) If all candidates fail to meet the nomination requirements, the nomination period shall remain open until at least one candidate qualifies or until closed by the Board's Election Officer.

C. Ballots and Envelopes

- 1) The Board's Election Officer shall cause to be printed an official ballot containing only the proper names of the qualified candidates and a candidate's biographical sketch/election statement, in an order to be determined by a random drawing.
- 2) The ballot and return envelope may, at the discretion of the Board's Election Officer, be in the format of a pre-printed mailer.

D. Voting

- 1) Ballots shall be issued to all eligible members on or after September 26, 2022 by standard mail.
- 2) Each eligible member shall be responsible for submitting their vote to the State Retirement Board through its designated agent by one of the formats specified. Voting formats may include one or more of the following: by mail, telephone, or electronic submission.
- 3) Eligible members may only submit one vote.
- 4) Votes shall be submitted or mailed only to the State Board of Retirement's designated agent.
- 5) Votes must be received in the manner and format specified in the ballot at the State Retirement Board or at its designated agent by or before midnight on November 14, 2022.

E. Verification of Ballots

- 1) Membership eligibility shall be verified by the Board's Election Officer or their designee.

F. Administrative

- 1) The Executive Director of the State Retirement Board or his/her designee shall serve as the Board's Election Officer.
- 2) Except for the biographical sketch/candidate's statement, no campaign paraphernalia or literature on behalf of any candidate will be delivered, distributed, displayed or made available by the State Retirement Board's staff to the membership.
- 3) The Board will not provide to the candidates the names, addresses of any kind, employing agency data, or any other identifying information related to active or retired members of the State Employees' Retirement System except where otherwise permitted by law.

G. Election by Declaration

- 1) If the Board's Election Officer determines that only one candidate has been nominated, the Board's Election Officer shall declare said candidate to be the elected member, and no election shall be held.

#### H. Counting of Votes

- 1) Votes shall be counted by the staff of the State Retirement Board or by its designated agent, under the direction of the Board's Election Officer.
- 2) Votes will be disqualified under circumstances, including, but not limited to:
  - a) Cannot be verified as being submitted by a member in service or by a retiree.
  - b) Members or retirees voting more than once.
  - c) Received ballot after the deadline.
  - d) Containing identifying data of voter.
  - e) Containing more than one designation.
  - f) Ballots that have been defaced such that voter's choice of a candidate is ambiguous.

The Board's Election Officer will cause to have retained all data related to votes disqualified for any reason, including electronic records, ballots and/or envelopes, for 90 days after certification of the results.

#### I. Certification and Recount

- 1) Except where a recount is required, the State Retirement Board shall certify the results of such election no later than November 22, 2022.
- 2) Within seven (7) business days of completion of the count, notice in writing shall be issued to all candidates as to the election results.
- 3) Any candidate who failed of election by fewer than 200 votes of the winning candidate's vote total may request a recount provided that such a request is made in writing to the Board's Election Officer within seven (7) days of notification of the results of the election.
- 4) If required, the Board's Election Officer shall have conducted a recount within seven (7) business days of receipt of such request, to include a review of disqualified votes.

Approved: April 2022