



District Business & Advisory Services

Nimrat Johal: Director- DBAS: 408-453-6599

Cathy McKim, Manager-DBAS: 408-453-6588

Bulletin: 12-003

Date: July 7, 2011

To: District Fiscal Directors
District Payroll/HR Managers

From: Cathy McKim

Re: California Public Employees Retirement System (CalPERS)
2011 Board of Administration Special Election Runoff Material

Today, we will be distributing ballot packets for all PERS employees who had undeliverable addresses at CalPERS. It is possible that no ballot packets are sent to your agency. This is because CalPERS had current address information for all eligible members in your agency. In either case, please read the instructions below.

Background:

CalPERS members active as of June 1, 2011, are eligible to vote in the upcoming Special Board Runoff Election. **All eligible members must receive their ballot packet by July 14, 2011.**

District Responsibility:

If you receive any undeliverable ballot packets from us, please deliver them to the member whose name is shown on the packet, and advise each member to whom you give a packet that they are responsible for mailing his or her own envelope containing the voted official ballot to the address shown on the return envelope. *Do not collect and mail the ballot for the member.*

You are responsible for delivering only the material from CalPERS. Enclosure of any campaign material or materials endorsing any candidate is contrary to your responsibility.

Important Note: *The timeframe in which members can vote is short. If you receive any ballot packets, then it is essential that you distribute these packets to the identified members as soon as possible, no later than July 14, 2011, in order to allow these members the opportunity to return their voted ballots to CalPERS before the July 28, 2011 voting deadlines.*

Please return the following to DBAS:

- Any ballot packets you cannot reasonably deliver
- The attached certification on your District's letterhead

Members Change of Address:

Members may update their address information by going to the Forms & publications area of the CalPERS Online; downloading the Member Change of Address Form; completing the form and mailing it to CalPERS; or making the change online using myCalPERS at www.calpers.ca.gov. Members may also call the Customer Contact Center at (888)-CalPERS (or 888-225-7377).

Please share this information as deemed appropriate.

Attachment- Certification to be Completed on District LetterHead

Santa Clara County Office of Education
District Business & Advisory Services- MC252
1290 Ridder Park Drive
San Jose, CA 95131-2304

_____ I received and delivered or caused to be delivered a ballot packet to each identified member by July 14, 2011; and, if applicable, I returned all ballot packets that could not be reasonably delivered to the identified members

_____ I received no ballot packets to deliver- Fax to 408-453-6653

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Signed _____ Date ____/____/____

Phone No. (_____) _____ Ext. _____ Fax No. (____) _____

Name of Agency: _____