



June 1, 2022

To all participants of the Employee Benefits Fund,

An opening on the Board of Trustees for the Palm Beach County Firefighters Employee Benefits Fund has become available. Trustee position #1 has recently become vacant, therefore a special election will be held to fill the remainder of the term which will end on May 31, 2026.

Beginning June 1st and concluding on June 15th we will be accepting letters of interest from individuals who would like to serve on the Board of Trustees for the Insurance Fund. Interested individuals must be a current or retired member of PBCFR who is currently enrolled in the Insurance Fund. You may include up to a two page resume, and one page of other qualifications and/or description of reason(s) desiring the position which will be shared with all members eligible to vote.

Sometime on or about June 16th a list of the candidates for the vacancy shall be posted on our website, and emailed to all eligible voters along with any resumes, qualifications or description of reasons why they should be elected that was submitted by the candidates.

Voting for the position will commence on the morning of June 27th and end at 5pm on July 1st. Voting will be done on a secured website to which the Fund staff and Trustees do not have access; they will only be provided the final results once voting has been closed. The site which will be accessed through a link on our website has a proven track record in handling on-line voting for many Unions across the country. You will be required to create a username and password with information that only you should know. If you voted in the last Trustee election then your login information remains the same. Voting will be open to all current or former employees of PBCFR that are enrolled in either medical or dental insurance with the Fund.

The Trustee position is responsible for adopting an annual budget, determining the medical, dental, vision and life insurance to be provided for the participants of the Insurance Fund; for setting the premium rates for Active, Retired and COBRA participants; for setting the direction of our medical facility, along with many other duties required to operate and set direction for the Insurance Fund. The Board of Trustees for the Employee Benefits Fund also sits as the Board of Directors for the Palm Beach County Firefighters Health Clinic, LLC.

The position requires monthly attendance at Board meetings, which are the 3rd Thursday of each month from 9am – 2pm, the annual workshop, all special call meetings, and attendance at specifically required training programs.

Letters of interest and any supporting documentation for the position may be mailed to the Fund, attention Admin Mgr., at the address listed below or; may be emailed to masedgwick@myffbenefts.com or; faxed to 561-721-3106.

Any and all information as described above will only be done through email and our website. If we currently do not have your personal email address, please call the Fund office so we can be sure to keep you up to date.

Any questions may be directed to the Fund's Administrative Manager Mike Sedgwick @ 561-969-6663