



**COLORADO FIREFIGHTER
HEART AND CANCER BENEFITS TRUST**

Notice of Annual Membership Meeting

To: Member Representatives and Alternate Representatives
Colorado Firefighter Heart and Cancer Benefits Trust

From: CFHC Trust Committee

Subject: Annual Trust Membership Meeting – October 28, 2020 at 11:00 AM Mountain Time

The Annual Membership Meeting of the Colorado Firefighter Heart and Cancer Benefits Trust (CFHC Trust) will be held online via WebEx due to the COVID-19 pandemic, Colorado group-gathering guidance, and the required notice of meeting requirements.

Highlights of the 2020 Membership Meeting

(1) **2019-2020 Financial Results** – \$2,192,670 unallocated reserves as of June 30, 2020 yearend

(2) **Report from Administrator**

(3) **2020 Membership Updates**

- Heart Award Program
- Cancer Award Program
- Approximately \$750,000 in Heart Assessment Grant funds allocated since 2016
 - Roughly \$355,000 spent or forfeited since 2016
 - A number of firefighters tested were found to have serious heart issues
- Additional coverage added to Heart Award Program
- Preexisting or prior heart issue grants
- Introduction of Trust Committee Members and staff
- Nomination of Trust Committee Member process

Designated Member Representative or Alternate – Required for a Quorum

If a quorum is not present, members in attendance cannot take any action. It is essential that you either attend the Membership Meeting virtually or submit your Proxy form. You may return or deliver the original signed Proxy form as indicated below.

In accordance with the Trust Agreement that governs the actions of the CFHC Trust, only the designated Member Representative or Alternate Representative may cast a vote at a meeting of the CFHC Trust membership, unless another person is so authorized by the execution of a Proxy form, as described below.

The designated Member Representative or Alternate Representative may assign his/her Proxy in any of the following ways:

1. A Proxy may be assigned to Don Lombardi, Chair of the CFHC Trust, by executing the proxy form *and* sending the original signed proxy form to the CFHC Trust Administrator. If you submit an electronic proxy form, please retain the original signed proxy form in your department records for at least 90 days.
2. A proxy may be assigned to any person who will be in attendance at the virtual Annual Membership Meeting by writing that person's name on the proxy form and delivering the original signed proxy form to the person assigned. That person should then email the Proxy to the Trust Administrator at chammond@mcgriff.com prior to the Annual Meeting.

If the Member Representative or Alternate Representative assigns the proxy and returns it to the CFHC Trust Administrator, and subsequently the Member Representative or Alternate Representative attends the Membership Meeting virtually, the proxy form may be withdrawn. Each Alternate Representative should check with their Member Representative regarding attendance and proxies.

Member Representative and Alternate Representative contact information must be reviewed and updated by each fire department annually prior to the Membership Meeting to ensure we have current information for a quorum. If your department's contacts have changed, please complete the *Representative Designation Form* at cfhtrust.com/documents under "Membership Documents," or contact the CFHC Trust Administrator at chammond@mcgriff.com.

Trust Committee Member Positions

There will be five incumbent positions on the CFHC Trust to be filled or reappointed effective January 1, 2021. The five Trust Committee Members available for reappointment are listed on the enclosed *Nomination of Trust Committee Members Form*. You may also submit a nomination, which must be approved by the member entity's governing body or designee. This form should be submitted along with a biography to the CFHC Trust Administrator. **Appointments to the Trust are made by the CSFC Board according to provisions of Article 3.1 of the CFHC Trust Agreement.**

Please contact the CFHC Trust Administrator at 844-769-6650 if you have any questions regarding this information.

Proxy Forms May Be Mailed or Emailed to the CFHC Trust

Colorado Firefighter Heart and Cancer Benefits Trust
PO Box 1539
Portland, OR 97207-1539

Or: chammond@mcgriff.com

Please send your proxy form so that it is received at least five (5) days prior to the CFHC Trust's Annual Membership Meeting.