It’s Time for Mid-Columbia Medical Center
ONA Officer Elections

Mid-Columbia nurses, your contract is due to expire at the end of June and you have had some changes to your Bargaining Unit leadership that necessitate us having full elections. Please consider running for a leadership position or nominating someone who you believe will serve your bargaining unit well.

We need to have negotiation team members, unit representatives and Executive Committee members at this time. Attached is a nomination form as well as position descriptions as defined in our bylaws. If you have any questions, please contact Ateusa Salemi Salemi@OregonRN.Org 541-626-6802.

CHAIRPERSON –
- Conduct and supervise the affairs of ARPNMCMC/ONA in accordance with these bylaws;
- Serve as an ex-officio member of all ARPNMCMC/ONA committees;
- Appoint special committees and their members with the approval of the Executive Committee;
- Fill vacancies that occur on committees with the approval of the Executive Committee until the next regular election;
- Combine the duties of officers during times where duly elected officers are lacking.
- Assist with grievances at step 2 and step 3 when requested by the grievant.
- In conjunction with the Treasurer, disburse or order the disbursement of all monies necessary to pay the bills, obligations and indebtedness of ARPNMCMC/ONA, which have been properly incurred as provided herein;
- Enforce these Bylaws and ensure that all officers perform their respective duties.

VICE-CHAIR –
- Assist the Chairperson in the discharge of all duties;

March 4, 2015

Executive Committee
Chairperson:
Dee Apperson, RN,
Emergency Room (ER)
Vice Chair:
Sally Miller, RN, Day Surgery
Treasurer:
Chad Swanson, RN,
Home Health
Grievance Chairperson:
Dee Apperson, RN, ER

Oregon Nurses Association Labor Relations Representative
Ateusa Salemi, RN
Salemi@OregonRN.Org
541-626-6802

Oregon Nurses Association
18765 SW Boones Ferry Road Suite 200, Tualatin OR 97062
1-800-634-3552 within Oregon
www.OregonRN.org

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- Perform such other duties and render such assistance as may be directed by the Chairperson;
- Serve as the liaison with Clinical Administration hires due to the nature of the department,
- In case of the Chairperson’s absence, the Vice-Chair shall perform the duties of the President; and
- Should the Chair’s position be vacated, the Vice-Chair shall serve as the Chairperson until the next election.

SECRETARY –
- Collect names of nominees for elected positions and construct a ballot for all the names submitted;
- Confirm that the nominees are willing to serve and when there is no Membership Chair,
- Ensure the nominee is in good standing;
- Verify that amendments to bylaws are properly submitted;
- Record, maintain and archive minutes for all Executive Committee meetings;
- Sit on the Elections Committee, and
- Conduct correspondence as directed by the Executive Committee.

TREASURER –
- Has financial responsibility over the financial affairs of the ARPNMCMC/ONA
- The Treasurer will hold and account for the treasury of ARPNMCMC/ONA.
- Make financial reports at all at Executive Committee Meetings and to EGW as requested that includes the assets and liabilities of the ARPNMCMC/ONA; and
- Keep itemized records, showing the source of all monies received and spent, and keep records, vouchers, work sheets, books and accounts and all resolutions to verify such report and provide a copy of this information to EGW by December 31 of every year.

GRIEVANCE CHAIR –
- Coordinate the following activities in cooperation with the ONA staff representative:
- Conduct and supervise the affairs of the Executive Committee with regard to grievances.
- Oversees the processing of unit representatives in their investigation of all grievance complaints filed by BU members at Step 1 and assist members with Step 2 and Step 3 grievances.
- Responsible for securing representation, if requested, for the grievant when their unit representative is not available.

MEMBERSHIP CHAIR –
- Ensures that all new hires are contacted in a timely fashion to discuss membership ARPNMCMC/ONA in the and the ONA
- Ensures new hires are provided with a copy of the collective bargaining agreement, these bylaws, a ONA membership application and to ensure that the new hires are introduced to the new hires’ unit steward;
- Strive to increase the membership of the bargaining unit;
- Ensure that membership records accurately reflect who are:
  a) members in good standing;
  b) members in bad standing;
  c) fair share members;
  d) bona fide religious objectors;
  e) new hires who are potential new members and
  f) non-members.
- The Membership Chair will ensure that the list is updated on an annual basis and before every vote of the bargaining unit.

UNIT REPRESENTATIVES –
- Shall assist their units with grievances, with completing safe staffing request forms, and with routing concerns to the Executive Committee.

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- Help with implementing phone trees and passing out information or conducting surveys in the units

Professional Nursing Care Committee (PNCC) CHAIR –

- Conduct and supervise the affairs of the PNCC in accordance with these Bylaws;
- With the PNCC, make recommendations for educational and training programs compatible with identified hospital goals;
- Ensure each nursing unit has at least one member in good standing willing to participate on the PNCC Committee or as dictated by the collective bargaining agreement;
- With the PNCC, process and analyze unsafe staffing reports. Take necessary steps to address issues raised in unsafe staffing reports when necessary;
- Make timely reports to the Executive Committee and ONA concerning unsafe staffing reports and educational and training programs;
- With the PNCC, make recommendations to the facility of ways and means to improve patient care; and
- With the PNCC, make reports to outside agencies with the approval of the Executive Committee and ONA.
- The Chair of the PNCC is an ex-officio member of the Executive Committee.

Nearly 200 nurses and nursing students attended ONA’s Nurse Lobby Day at the State Capitol. On Tuesday, Feb. 10, nurses from across the state came together in Salem to meet their elected officials and advocate for issues that are important to all nurses, including improving Oregon’s Nurse Staffing Law and ensuring nurses are present at blood drives.

If you couldn’t attend Lobby Day and would like to learn more, please go to ONA’s home page at OregonRN.org and click on Sign up for ONA’s Legislative Updates to receive email news on Oregon bills and issues that will affect nurses and patients.

Nurses Lead the Way at 2015 Lobby Day
Oregon Nurses Association (ONA)/Mid-Columbia Medical Center (MC)  
Nomination and Consent to Serve

RETURN TO: Ateusa Salemi, Labor Relations Representative at: salemi@oregonrn.org or fax to 503-293-0013

DUE by 4 p.m., April 1, 2015

Please nominate any active member you would like to be an officer. Please endeavor to get their signature so we know that the nurse you nominate is willing to serve if elected.

<table>
<thead>
<tr>
<th>Position</th>
<th>Name of Nominee</th>
<th>Signature of Nominee (Signifying consent to run and serve if elected)</th>
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<tbody>
<tr>
<td>Chairperson</td>
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<td>Vice Chair</td>
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<td>Secretary</td>
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<td>Treasurer</td>
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<td>Membership Chair</td>
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<td>Grievance Chair</td>
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<td>PNCC Chair</td>
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<tr>
<td>Unit Representative</td>
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</tbody>
</table>

You must be an ONA member to serve and vote.

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