Upcoming Elections

We are getting ready to hold bargaining unit officers elections. Who would you like to nominate to serve as a bargaining unit officer? Self-nomination is also encouraged. This is a great opportunity for more members to get involved.

Please send the completed nomination/consent form to your labor representative.

The nomination form is on page two and the position descriptions are on pages three and four. The team has set the date for the election as Thursday, Oct. 4. Candidates will be posted on Sept. 20, 2018.

If you have questions about the process, contact your labor representative, Ateusa Salemi, salemi@oregonrn.org.
Oregon Nurses Association (ONA)/Grande Ronde Hospital (GRH)
Nomination and Consent to Serve

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

DUE by 4:00 p.m., September 19, 2018

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>
<th>Date</th>
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<tbody>
<tr>
<td>President</td>
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<td>Vice President</td>
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<td>Secretary/Treasurer</td>
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<td>Grievance Chair</td>
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<td>Membership/Organizing Chair</td>
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<td>Professional Nursing Care</td>
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<tr>
<td>Committee (PNCC) Chair</td>
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Unit Representatives/Bargaining Team

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<thead>
<tr>
<th>Unit</th>
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<tbody>
<tr>
<td>Medical/Surgical</td>
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<td>Intensive Care Unit (ICU)</td>
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<td>Emergency Department (ER)</td>
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<td>Surgical Services</td>
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<td>Home Health</td>
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<td>Family Birth Center (FBC)</td>
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You must be an ONA member to serve and vote.
If you have questions, contact Ateusa Salemi, 541-571-8552 or salemi@oregonrn.org
Oregon Nurses Association (ONA)/Grande Ronde Hospital (GRH)
2018 Elections
Position Descriptions

Nominations due by 4:00 p.m., September 19, 2018

PRESIDENT

• Conduct and supervise the affairs of GRHBU/ONA in accordance with the bylaws.
• Serve as an ex-officio member of all GRHBU/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; in conjunction with the secretary/treasurer, disburse or order the disbursement of all monies necessary to pay the bills, obligations and indebtedness of GRHBU/ONA.
• Enforce the bylaws and ensure that all officers perform their respective duties.
• Serve as chairperson of the negotiating committee.

VICE PRESIDENT

• Assist the president in the discharge of all duties.
• Perform such other duties and render such assistance as may be directed by the president.
• In case of the president’s absence, the vice president shall perform the duties of the president; and should the president’s position be vacated, the vice president shall serve as the president until the next election.

SECRETARY/TREASURER

• Send out meeting notices as directed.
• On at least an annual basis, update all members’ contact information, including correct mailing addresses, home and work telephone numbers and email addresses.
• Provide this information to ONA.
• 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 the bylaws are properly submitted.
• Record, maintain and archive minutes for all executive committee meetings.
• Sit on the elections committee.
• Conduct correspondence as directed by the executive committee.
• Secretary/treasurer has financial responsibility over the financial affairs of the GRHBU/ONA.
• Make at least a quarterly report to the executive committee and EGW committee that includes the assets and liabilities of the GRHBU/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.
• Provide a copy of this information to EGW by Dec. 31 of every year.

GRIEVANCE CHAIR

• Coordinate the following activities in cooperation with the ONA staff representative:
• Conduct and supervise the affairs of the grievance committee in accordance with the bylaws.
• Oversee the processing and investigation of all grievance complaints filed by bargaining unit members.
• Responsible for securing representation, if requested, for the grievant.
• Ensure each nursing unit has at least one unit steward which must be a member in good standing.
• Ensure those stewards receive training in the processing of grievance and representation of grievant; and report to the executive committee and ONA in a timely fashion all grievance complaints.

MEMBERSHIP/ORGANIZING CHAIR

• Conduct and supervise the affairs of the membership committee in accordance with the bylaws.
• Ensure that all new hires are contacted in a timely
fashion to discuss membership in the GRHBU/ONA and the ONA.

- Ensure new hires are provided with a copy of the collective bargaining agreement, the bylaws, an ONA membership application.
- Ensure that the new hires are introduced to the new hires' unit representative.
- Strive to increase the membership of the BU.
- Maintain a group of activists who are members in good standing and who are willing to perform duties at the request of the executive committee or ONA. The goal should be to get at least one activist in each unit at the hospital.
- Ensure that the activists receive training in organizing; and 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
  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.

PNCC CHAIR

- Conduct and supervise the affairs of the PNCC in accordance with the 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 staffing committee, 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.
- With the PNCC, make reports to outside agencies with the approval of the executive committee and ONA.

UNIT REPRESENTATIVE

- A unit representative shall be elected from ICU, ER, Medical/Surgical, OB, Surgical Services and Home Health.
- Unit representatives shall be responsible for assisting nurses in their respective units with contract interpretation; representing nurses in meetings with administration when requested; and communicating to and from the executive committee, negotiating committee, ONA staff and the nurses of the respective units.
- The unit representatives shall perform such other duties and render such assistance as may be directed by the president.

ELECTION TIMELINE

Nominations are due by Sept. 19, 2018 at 4:00 p.m.
Candidates will be posted by Sept. 20, 2018
Election is Thursday, Oct. 4, 2018

Members in good standing may vote. Only members may be elected to office.

All persons nominated must have a completed consent to serve form to be on the ballot.

You may submit your nominations
- Directly to ONA at salemi@oregonrn.org
  phone: 541-571-8552
- FAX: 503-293-0013
- Or by mail: ONA Attn: Ateusa Salemi
  18765 SW Boones Ferry Road, Suite 200
  Tualatin, OR 97062.