

## **SELECTION OF DIRECT CARE NURSE REPRESENTATIVES**

### **Hospital Nurse Staffing Committee (HNSC)**

ONA Bargaining Unit (BU) at McKenzie Willamette Medical Center  
Approved by the ONA BU Executive Committee, November 6, 2017  
Amendments approved by the ONA BU Executive Committee, May 7, 2018

In accordance with Oregon Administrative Rules 333-510-0105(4)(c) and 333-510-0045(D) and Oregon Revised Statutes 441.154, the selection process for HNSC representatives is as follows:

1. Notification and nomination:
  - a. ONA will notify members in each nursing unit via email of an open primary or alternate position on the HNSC. This notification will specify how ONA members can nominate themselves or other BU members to serve on the HNSC. The notification will also specify how long the nomination period is open for.
  - b. Nominated members, both Primary and Alternate, must attend a Staffing Committee training prior to serving each term. It is encouraged that the training be attended prior to nomination.
  - c. Nominees must be full ONA dues-paying members.
2. Selection of representatives:
  - a. The selection process and all representatives will abide by all applicable laws, statutes, and the Bargaining Unit Contract.
  - b. If one BU member consents to serve on the HNSC they will be the Primary representative for their unit unless they specifically wish to serve as the Alternate until a Primary representative is selected. A vote will not be held in cases where only one BU member is interested in serving on the HNSC.
  - c. If more than one BU member wishes to serve as the Primary representative on the HNSC, then ONA will facilitate an electronic vote.
  - d. The #1 vote getter will be Primary, the #2 vote getter will be the Alternate.
  - e. The election totals will be announced to the entire bargaining unit.
3. Length of service:
  - a. HNSC representatives will serve 2 year terms, staggered among the units. Upon the first election following ratification of this process, half of the units will be randomly selected for a one year term to stagger the elections. One month prior to term expiration ONA will notify BU members of the opening in the manner described above under #1.
  - b. Incumbents may consent to continue service on the HNSC. If the Alternate representative wishes to run for the Primary position they may do so when the Primary representative's 2-year term is up or the position is vacated for any

reason. Voting will be conducted as described above under #2. Any election to a vacant representative position prior to the fulfillment of that term will be for the remainder of that term, not for a new 2-year term.

- c. This process will be applied to all nursing units with ONA BU members.
- d. The Co-Chair and Representatives may be removed under the process outlined in Article 7 of the ONA McKenzie-Willamette Medical Center Bargaining Unit By-Laws.

If a NSC representative wishes to step down from their position on the HNSC before their term expires they will provide notice to the NSM Co-chair and the BU Labor Representative.

Once the selection process has been completed, ONA will notify the co-chairs of the following information:

- 1. Name of the elected HNSC member
- 2. Position, Primary or Alternate representative
- 3. Unit they represent
- 4. Effective Date
- 5. Term Expiration
- 6. Method used for selection (runoff between 2 or more interested BU members or by default due to no other interested parties)

Example: Jane Doe, Primary representative, Adult Care Medicine, Term effective 10/2016, Term Expires 9/2018, Elected by default.

The original process was approved by a unanimous Aye vote by the four Executive Committee Members present on 11/06/2017. This amended process approved by unanimous Aye vote by the three Executive Committee members present on 05/07/18.

## Oregon Revised Statute 441.154 - Hospital nurse staffing committee

(b) If the direct care registered nurses who work at a hospital are represented under a collective bargaining agreement, the bargaining unit shall conduct a selection process by which the direct care registered nurses who work at the hospital select the members of the committee who are direct care registered nurses.

## Oregon Administrative Rules 333-510-0105 - Nurse Staffing Committee Requirement

c) If the direct care registered nurses working at the hospital are represented under a collective bargaining agreement, the bargaining unit shall coordinate voting to allow the direct care registered nurses who work at the hospital to select each direct care registered nurse on the staffing committee;