

SPEEA

COUNCIL REPRESENTATIVE

ELECTION INFORMATION

& PETITION

2019 - 2021 COUNCIL TERM

NORTHWEST AND MIDWEST REGIONS

*Please read all instructions contained in this booklet. If you have questions please contact:
Terry Hall 206-674-7360 terryh@speea.org*

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Council Rep Election Timeline Information

January (Odd years)	Tellers perform redistricting (delineation).
February	Petitions, instructions and delineation are available at SPEEA offices and online at www.speea.org .
March 27 <i>**Last Wednesday in March</i>	Petition and Statement Due Date - 5pm in petitioner's region. <u>No exceptions.</u>
	<u>Petitions</u> accepted by SPEEA Staff. They must be delivered to a SPEEA union hall signed by 15 or more regular members of the candidate's district and by the candidate . <ul style="list-style-type: none"> • Tellers validate petitions; determine order of names on ballot, if required. • Tellers validate required maximum length of candidate statements.
	Ballot Preparation
March 28 – April 10	Ballot packages prepared. This includes printing of ballots, candidate's statements and stuffing the envelopes.
	Ballot Due Dates
April 10 <i>**2nd Wednesday of April</i>	Ballots mailed.
April 16	Tellers pick up undeliverable ballots from post office, verify addresses and re-mail ballots.
April 24 <i>**4th Wednesday of April (Noon)</i>	Ballots Due at the post office. Tellers count Council Rep Election ballots in Northwest and Midwest regions. Ballots will be picked up at the post office at 12:30pm local time.
May 9, 2019 <i>*2nd Thursday of May</i>	New Council is seated at the first meeting of the new term.

*SPEEA Constitution 5.3

**NW & MW By Laws 5.3

- **If you have questions:**

Staff Contact NW Region..... Terry Hall(206) 674-7360
Staff Contact MW Region Vicki McKenna(316) 682-0262
Northwest Teller Chair Steve Karich(425) 965-2303
Midwest Teller Chair RG Reser.....(316) 523-6362

- **Eligibility Requirements**

Qualifications: Nominee must have been a **regular SPEEA member** in good standing for **the preceding 12 month period. Constitution 2.3.2** Candidates with approved leave of absence during this period require a waiver of the council. Request for waiver must be submitted to the regional council officers. Verify that your work location information is up to date. Eligible candidates must reside in the district when petitioning. The Tellers committee will verify your work location information in our database. SPEEA's database is dependent on the information provided by the company, based on employee's information in Total Access or other company system.

- **Petition**

Use only the **2019-2021** council petition. Fill out the petition completely and sign. Include the district name, your work location and contact information so we may contact you if we have questions about your petition. Petitions must be signed by at least 15 members in good standing in your district. The Tellers recommend getting more than the required 15 signatures to be sure your petition is valid. Petitions are often signed by represented employees that are not members in good standing.

Petitions Due March 27. No Exceptions ALL petitions (signed at the bottom) must be in the Tellers' hands no later than 5:00 p.m. **in the petitioner's region**. Submit original petition, FAX or PDF format. No photos of petitions will be accepted. If the petition is faxed verify receipt with the local office, Terry Hall in the Northwest or Vicki McKenna in the Midwest.

Responsibility for submitting an accurately completed petition lies with the candidate.

- **Candidate Statements**

Statements are due at the SPEEA hall no later than 5pm, March 27. **NO EXCEPTIONS.** If more petitions are received for a district than seats are available a vote by mail ballot will be sent to the members of the district to vote. Email statement in a Word document by the petition deadline to the SPEEA hall **in your region.**

Proofing the statement for spelling and grammar accuracy is the responsibility of the candidate.

The candidate statement:

- Included in the ballot package
- Has a 150 word limit (will be cut off if over 150 words)
- Email to: Terry Hall, Terryh@speea.org in the Northwest;
Vicki McKenna, Vickim@speea.org in the Midwest

Regardless of length, every word will be counted. Hyphenated words will be counted as one word. In addition to the 150 word statement, If you are close to the limit, don't depend on your computer to give an accurate count. Please include your name and district on your statement as an identifier. This will not be included in the statement word count.

- **Terms of Office**

(SPEEA Constitution 5.3.1) Council Rep terms are 2 years (May to April). The first meeting is the 2nd Thursday of May in odd years. The 2019 council term begins May 9. See the section titled General Information on page 6 of this document for more information about council meetings and training.

- **Staff Responsibility**

Staff is authorized to collect Nominating petitions up until 5:00 p.m., on the **last Wednesday in March.** Please turn in petitions to Terry Hall in the NW region or Vicki McKenna in the MW region.

Responsibility for submitting an accurately completed petition lies with the candidate.

- **Observers Rights**

All candidates have the right to have observers present when the ballot envelopes are stuffed, labeled and mailed, during any visits to the post office to pick up and re-mail undeliverable ballot packages and during the counting of the ballots. This schedule will be sent to candidates prior to the events.

- **Campaigning on Company Time**

Federal law prohibits candidates for union office from utilizing union or company resources in the conduct of their election campaigns. This means it is inappropriate to campaign on company time and use employer resources such as paper, copy machines or the mail system. Additionally, the Company email system is considered an employer resource and should not be utilized for any campaign purposes.

The prohibition against using employer resources, such as the email system, to promote candidates for union office applies to all situations where resources are used to promote a candidate(s) regardless of whether the party using the employer resource is running for union office or not. Use of union bulletin boards for campaigning is also prohibited.

Candidate must sign the petition stating they have read these guidelines.

- **Mailing Information**

Candidates are eligible to conduct a mailing at their own expense using a bonded mailing house. Address lists are not provided to candidates for mailings. Pricing below is based on a mailing to areas of less than 1000 members.

Cost for Area Rep Mailings:

Blank Envelopes - (Plain White #10)	\$95.00 Qty 500/\$130 Qty 1000
Postage (under 1 ounce)	\$ current rate at time of mailing
Printing: Black and White	\$.10 per copy, plus \$25.00 setup fee
Printing: Color	\$.39 per copy (one-sided), .49 (two-sided) plus \$25.00 setup fee
Folding	\$10.00 per 1000, plus \$25.00 setup fee
Mail prep: (Address, insert, mailing)	\$230.00 up to 1000

File may be emailed.

The following statement must appear on all candidates' mailings: ***"NOT FINANCED BY SPEEA FUNDS"***

- **Delineation Information**

Use the delineation on page 8 to identify your district by looking up your building. Each district has the number of council seats allocated for the population of the district. Prof districts are identified by the odd numbers and Tech districts are even numbered. Districts ending in '0' are combined Prof/Tech and can be filled by either a Prof or a Tech. In Wichita, the WTPU districts are even numbered

General Information

• Council Meetings

- Council meetings are held on the second Thursday of each month. Agenda and meeting notices are sent prior to the meeting. The exception to this schedule is the June meeting. The June meeting (SPEEA Convention) is held on the Friday before the annual conference.
- Council representatives are required to attend monthly council meetings, annual convention & conference and all meetings called pertaining to business of the council.

• Training Requirements

- The SPEEA Constitution, Section 2.3.3 Training and SPEEA, NW, and MW Policy, Section VI, Union Representatives explain the requirements and responsibilities for holding office.
- Requirements include:
 - New Council Rep Basic Training** - (a full day of training paid by SPEEA, date TBD at the SPEEA Hall).
 - Grievance Handling** - New council reps will receive Grievance Handling as part of basic training but all are welcome to attend sessions offered in the evenings at the SPEEA halls, Tukwila, Everett, and Wichita. (Dates to be determined). Council Reps are required to take a refresher course in grievance handling annually.
 - Leadership Conference** - This is all day training. Speakers and workshops designed to enhance leadership skills. The leadership conference is held in June with the annual convention.
- **In addition to the above, all Council and Executive Board members are required to complete one additional training course each year. Classes are advertised in the SPEEA publications as they become available.**
- For more information contact Terry Hall at 206-674-7360 or email: terryh@speea.org

2019/2021 SPEEA Council District Delineation
ODD-numbered Districts are for the Engineering Unit
EVEN-numbered Districts are for the Technical Unit or WTPU (Wichita)
Numbers ending in "0" represent COMBINED Engineer/Tech Districts
One seat per district unless indicated

Auburn

A-10 17-04, 17-06, 17-10, 17-12, 17-45 = both units **[2 POSITIONS]**
A-20 17-08, 17-62, 17-66, 17-68, 47-02 = both units
A-30 17-07, 17-70 = both units

Bellevue

B-10 33-Series = both units

Developmental Center

D-1 9-90, 9-120	D-2 9-08, 9-51, 9-53, 9-77, 9-90, 9-96, 9-98, 9-99, 9-120
D-3 9-98, 9-99	D-6 9-101, 9-110, 9-140, 13-01, 13-03
D-5 9-101, 9-110, 13-01, 13-03 [3 POSITIONS]	
D-7 9-96	
D-9 9-08, 9-51, 9-53, 9-77 [2 POSITIONS]	

Everett

E-1 40-81	E-2 40-81, 40-82, 40-86
E-3 40-82 [2 POSITIONS]	E-6 40-87
E-11 40-87, floors 1 & 2 [3 POSITIONS]	E-8 40-88, 47-173
E-13 40-87, floors 3 & 4	E-14 40-21, 40-22
E-15 40-88, floors 1 & 2 [3 POSITIONS]	E-18 40-30, 40-31, 40-53, 40-54
E-17 40-88, floors 3 & 4, 47-173 [3 POSITIONS]	E-22 45-80, 45-801, 45-802
E-21 40-21, 40-22, 40-53	E-24 40-23, 40-24
E-23 40-23, 40-24, 40-25, 40-26 [2 POSITIONS]	E-26 40-25, 40-26
E-25 40-30, 40-54	E-28 7-20, 41-02
E-27 40-27, 40-33, 40-34, 40-35, 40-36, 40-37	E-32 40-27, 40-32, 40-33, 40-34, 40-35, 40-36, 40-37
E-29 45-80, 45-802 [5 POSITIONS]	
E-31 7-20, 41-02 [4 POSITIONS]	
E-33 45-801	
E-35 40-86 [2 POSITIONS]	
E-37 40-31, 40-32	

E-10 40-56, 40-58 = both units **[3 POSITIONS]**
E-30 45-03, 45-04, 45-06, 45-07, 45-11, 45-640, 45-761
E-50 40-02, 40-03, 40-04, 40-05, 40-11, 40-41, 40-40, 7-36
E-60 45-334, 7-334, 7-335, 45-12

Frederickson

F-10 24-40, 24-50, 24-60 (FREDERICKSON) = both units

Kent

K-10 18-24, 18-26, 18-28, 18-41, 18-42, 18-43, 18-61, 18-62, 47-29 **[2 POSITIONS]**

Plant II

P-1 3-315, 3-324, 3-390, 3-800, 3-801, 3-802 [2 POSITIONS]	P-2 2-10, 2-25, 2-81, 2-88, 2-122
P-3 2-10, 2-25, 2-31, 2-80, 2-81, 2-88	P-4 3-315, 3-323, 3-324, 3-353, 3-369, 3-818, 3-390, 3-800, 3-801, 3-802
P-5 2-122 [2 POSITIONS]	
P-10 15-Series (SOUTH PARK) = both units	

Renton

R-1 10-13, 10-16, 10-18, 10-20 **[2 POSITIONS]**
 R-3 4-20, 4-21, 4-42, 5-08, 5-403,
 5-429 **[2 POSITIONS]**
 R-5 4-81, 4-82, 4-86 **[3 POSITIONS]**
 R-2 10-13, 10-16, 10-18, 10-20
 R-4 4-20, 4-21, 4-42, 4-68, 4-69, 4-75, 5-08, 5,09,
 5-403, 5-422, 5-429
 R-6 4-81, 4-82, 4-86 **[2 POSITIONS]**
 R-10 22-01(SPARES) 25-01 (LONGACRES) 7-107 (SOUTHCENTER SOUTH) = both units

Thompson Site

T-10 14-01 = both units **[2 POSITIONS]**

SHEA/Facilities

X-10 At-large position to be filled by a SHEA/Facilities employee

Second Shift

AS-10 At-large position to be filled by 2nd /3rd shift employee at Auburn & Frederickson
 DS-10 At-large position to be filled by 2nd /3rd shift employee at Plant II, & Developmental Center = both units
 ES-10 At large position to be filled by 2nd /3rd shift employee at Everett = both units
 RS-10 At large position to be filled by 2nd /3rd shift employee at Renton = both units

Pilots

PLT All Locations

Remote Sites**California**

C-10 All Buildings/Edwards AFB, Palmdale = both units

Oregon

O-10 All Buildings/Portland = both units **[2 POSITIONS]**

Utah

U-1 All Buildings

Spokane

W-10 All Buildings

Spirit - Wichita**WEU**

S-1 1-198D, 1-255K, 1-265B, 1-269D, 1-271A, 1-283F, 1-290D, 2-264O, 2-265N, 2-270A, 2-278M,
 2-280J, 2-282P, 2-297F, 2-309K, 2-333B, 2-354H, 3-187S, 3-190O, 3-191M, 3-193K, 3-215W,
 3-224R, 3-223J, 3-230J, 3-232J, 3-238L, 4-056G, 4-118F, 4-140H, 5-5064 **[5 POSITIONS]**

WTPU

S-2 3-190O, 4-056G **[2 POSITIONS]**
 S-4 3-215W, 3-224R, 3-225N
 S-6 3-187S, 3-191M, 3-193G, 3-193K, 3-213H, 3-223J, 3-232J, 4-118F, 4-140H
 S-8 2-264O, 2-265O, 2-265P, 2-273R, 2-278M, 2-282P, 2-302O, 2-309L
 S-12 2-250G, 2-257F, 2-260G, 2-270A, 2-280J, 2-297F, 2-309K, 2-333B, 2-354H, 3-238L **[5 POSITIONS]**
 S-18 1-198D, 1-255K, 1-265B, 1-269D, 1-271A, 1-283F, 1-290D, 1-355C, 5-5029, 5-5064 **[3 POSITIONS]**

SPIRIT WTPU SECOND SHIFT

S-26 At-large position to be filled by 2nd/3rd shift employee



Petition for 2019-2021 SPEEA Council Election (two year term)

Deadline: Bi-annual election petition deadline **March 27, 2019, 5 p.m.** in petitioner's region. Date: Required

Name: Employee ID: Required

We, the undersigned, endorse Location (Plant/Bldg/Floor): Required

Work phone: () Home phone: ()
Home Email:

Candidate has read the Federal Guidelines for Campaigning
contained in the election information provided with this petition.
Signature of Petitioner: _____

Minimum of 15 signatures of members in good standing from your district

Name - Print	Signature	Employee ID	Name - Print	Signature	Employee ID

SPEEA Constitution 2.3.2 Eligibility requirements: Regular member in good standing for preceding 12 month period. SPEEA By-Laws 2.3.2 Leave of absence during this period requires a waiver of the Council.

I, [Signature of Petitioner] _____, Required accept the nomination for Council in District _____, for the term 2019-2021. If I am elected to this Council position, I pledge to complete the training course on grievance handling which is required per section 2.3.3 of the SPEEA Constitution.

IMPORTANT: Submit original form via FAX or PDF format. No photos of petition. Please attach a statement (**maximum 150 words**) that can be used in the ballot package in the event there is a contest and the members in your district must vote. Your 150 word or less statement must be received in the SPEEA office by the posted deadline for this application. Please also email your statement to terryh@speea.org by the deadline. Statements must be in a word document, single spaced, font Arial 12pt.

--- For internal use only ---

Date filed	Date joined SPEEA	Date Seated	Teller Signature	Date Validated