



Notice of Nomination and Election, SEIU Local 221

NOTICE OF NOMINATION

Nominations are being accepted for the Executive Board of SEIU Local 221. The term of office for all positions shall be three (3) years, with a possible re-election for additional consecutive terms. Executive Board members assume office upon taking the oath of office at the first Executive Board meeting following the election. The powers and duties for each seat are described on the reverse side of this notice.

The Executive Board consists of sixteen (16) seats representing the Officers, Divisions, and Committee Chairs:

Officers:

President
Vice President
Secretary
Treasurer

Committee Chairs:

Politics
Member Organizing
Social and Economic Justice

Divisions:

Cities
Counties (four (4) seats):
Community Services,
General,
Public Safety,
Health and Human Services
Courts/Special Districts
Head Start
Registered Nurses
Schools

The four (4) County Division members shall be nominated and elected at large by all County members regardless of the subdivision they belong to.

Nominations shall be made by petition. Each office requires twenty five (25) valid and readable signatures by members in good standing. For division seats, the signatures must come from members within that division. Official petition forms are available at the front desk of Local 221, 4004 Kearny Mesa Road, San Diego, online from Local 221 at www.seiu221.org, or online from the Election Contractor, Merriman River Group, at www.merrimanriver.com/seiu221. Instructions for properly completing the petitions, rules for running as a slate, and other general guidelines will be available as part of the petition package.

In addition to receiving 25 valid signatures from members in good standing, prospective nominees must also have been a member in continuous good standing with Local 221 for two (2) years immediately preceding the nomination. If a nominee is a member of a Chapter which has been affiliated with Local 221 for less than two (2) years, the candidate shall be eligible if s/he has been a member in good standing for at least 1/2 the time the Chapter as been in existence.

A member on dues check off will not lose good standing as a result of a delay or default in the employer's transmittal of dues to the Local Union or because of an employer's failure to make the proper deductions in any month in which the member has earnings from which deductions could have been made.

Candidates shall have the right to campaign and appear on the ballot as members of a slate. Election rules are set forth in the Local 221 Bylaws, the International Constitution and Supplemental Rules promulgated by the Independent Election Contractor, copies of which are available upon request. The entire nomination and election process will be managed by an Independent Election Contractor working under the supervision of the Election Committee. Contact information for the Election Contractor appears on the reverse of this notice.



Notice of Nomination and Election, SEIU Local 221

NOTICE OF ELECTION FOR LOCAL 221 EXECUTIVE BOARD

A secret ballot election is being held for all Executive Board seats of SEIU Local 221. An itemized listing of these seats appears on the front page, and the powers and duties for each seat are described on the reverse side of this notice.

In order for a member's vote to be counted, a member must be in good standing and have paid his/her dues through June, 2009. Members may pay all dues arrearages at the Local 221 office, until noon on Tuesday, July 21, 2009.

Voting will be offered both by mail and in-person. Ballots will be mailed to each active member of Local 221, at that member's last known address, on or about July 1, 2009. **Returned voted ballots from members of Local 221 must be received by the Independent Election Contractor, at a post office box designated for the receipt of ballots, no later than 1:00 p.m. on Tuesday, July 21, 2009, in order to be counted in this election.**

Members who do not receive a ballot, or who make a mistake on their ballot may request a replacement ballot be sent to them. If more than one ballot is received from a member, only the latest postmarked ballot will be counted. Requests for replacement ballots may be made by telephone or fax and must be received by the Local 221 Election Committee no later than 5:00 pm on July 16, 2009. All such requests should be made to the Independent Election Contractor.

Additionally, members may choose to vote in person rather than by mail. If a member votes in person and by mail, the in-person vote will count and the mail ballot will be voided. A finalized list of voting locations will be included with the July 1, 2009 ballot mailing, and will be available no later than June 1, 2009 at the front desk of Local 221, 4004 Kearny Mesa Road, San Diego, online from Local 221 at www.seiu221.org, or online from the Election Contractor, Merriman River Group, at www.merrimanriver.com/seiu221.

In-person Voting Schedule

Times and locations to be announced on June 1, 2009

Tuesday, July 14, 2009	El Cajon Area	Thursday, July 16, 2009	Vista Area
Tuesday, July 14, 2009	Fallbrook Area	Friday, July 17, 2009	Local 221 Office
Tuesday, July 14, 2009	San Marcos Area	Saturday, July 18, 2009	Local 221 Office
Wednesday, July 15, 2009	Calexico Area	Monday, July 20, 2009	Local 221 Office
Wednesday, July 15, 2009	Escondido Area	Tuesday, July 21, 2009	Oceanside Area
Wednesday, July 15, 2009	Trolley Towers Area	Tuesday, July 21, 2009	Administration Center Area
Thursday, July 16, 2009	National City Area	Tuesday, July 21, 2009	Operations Center Area
Thursday, July 16, 2009	Poway Area		

JOB DESCRIPTIONS

POWER AND DUTIES OF EXECUTIVE BOARD MEMBERS

This Local Union's Executive Board shall consist of sixteen (16) seats as indicated below, representing the Officers, Divisions, and Committee Chairs:

Officers:

President
Vice President
Secretary
Treasurer

Committee Chairs:

Politics
Member Organizing
Social and Economic Justice

Divisions:

Cities
Counties (4 seats)
Community Services,
General,
Public Safety,
Health and Human Services
Courts/Special Districts
Head Start
Registered Nurses
Schools

Except as may be otherwise provided by this Local Union Bylaws, the Executive Board is authorized and empowered to conduct and manage the affairs of this organization including investing, expending, contributing, using, and acquiring Union funds and property in pursuit and accomplishment of the objectives set forth in the Constitution of the International Union and this Local Union Bylaws and resolutions adopted in furtherance thereof. The Executive Board is hereby empowered, in addition to such other general powers conferred by this Local Union Bylaws to:

- A. Make or change, subject to disapproval by the membership, rules and regulations consistent with this Local Union's Bylaws or the International Constitution for the management and conduct of the affairs of this Local Union.
- B. Employ such personnel as may be needed by this Local Union for orderly transaction of its business and shall, through the budget process, set the salaries of all personnel.
- C. Employ attorneys, accountants, and other special or expert services as may be required and to secure a financial audit by a certified public accountant at least once a year.
- D. Initiate, defend, negotiate, settle, arbitrate, release of pay the expenses and costs of any legal proceedings or actions of any nature, if in its judgment, it shall be necessary or desirable to protect, preserve, or advance the interests of the organization. The Executive Board shall have the right to refuse to process any alleged grievance.
- E. Ratify all appointments to vacancies of elected offices.
- F. Transact all business and manage and direct the affairs of this Local Union between membership meetings, and may delegate any of the above powers to any officer for specific and temporary purposes on the condition that the action of such officer or representative be ratified by the Executive Board; designate an alternate for the President, Treasurer, Vice President, or Secretary for the purpose of signing checks to pay bills in the event that the President, Treasurer, Vice President, or Secretary become ill, incapacitated or otherwise unable to serve.
- G. Lease, purchase, or otherwise acquire in any lawful manner on behalf of the organization any and all real estate or other property, rights and privileges, whatsoever deemed necessary for conducting its affairs and which the organization is authorized to acquire at such price of consideration and generally on such terms and conditions as it thinks fit, and as its discretion pay thereof either wholly or partly in money or otherwise.
- H. Sell or dispose of any real or personal estate, property, rights or privileges belonging to the organization whenever in its opinion this Local Union's interests would thereby be promoted.
- I. Create, issue and make deeds, mortgages, trust agreements, contracts, and negotiable instruments secured by mortgages as provided by resolution to the membership.
- J. Create trusts, the primary purpose of which is to provide benefits for the members or their beneficiaries, and terminate and effectuate the same all subject to approval (except as to form) by the membership.
- K. Determine the membership, which shall vote on agreements and strikes and the composition of other membership meetings and adopt rules and regulations concerning the conduct thereof.

- L. Determine the manner in which referendums shall be held.
- M. Affiliate this Local Union with other organizations.
- N. Review all resolutions to be voted on prior to a membership vote at a regular or special membership meetings or referendum.
- O. Actively engage to enhance the reputation of this Local Union.
 - 1. Shall not conduct activities that would discredit this Local Union.
 - 2. Shall maintain confidentiality regarding those matters that demand it.
- P. Evaluate and develop the office of the President.
- Q. Self-evaluate and develop the Executive Board as a whole.
- R. Fulfill its fiduciary duty, putting the members' interests as the foremost priority.
- S. Fulfill its duty of loyalty, putting the members' interests as the foremost priority.

ADDITIONAL POWER AND DUTIES OF OFFICERS

President – Officer

- 1. Shall be the presiding officer of this Local Union and shall preside over all Executive Board and general membership meetings of this Local Union.
- 2. Shall be the principal executive officer of this Local Union and subject to the direction of the Executive Board, shall supervise, conduct and control all of the business and affairs of this organization, including its staff.
- 3. Shall supervise all employees of this organization and shall have power to hire, suspend, discharge, or take other disciplinary action. The President may recommend to the Executive Board the appointment and/or removal of Trustees to any welfare or Pension Funds negotiated by this Local Union.
- 4. Shall be one of four (4) persons authorized to countersign all orders on funds, financial contracts, and agreements concerning this Local Union after such expenditures of funds, financial contracts and agreements have been approved by the Executive Board.
- 5. Shall, on behalf of this Local Union, receive all official communications and correspondence, except that addressed to the Secretary.
- 6. Shall report at each Executive Board meeting the workings and progress of this Local Union.
- 7. Shall by virtue of the office be a delegate to all conventions and meetings where this Local Union is entitled to representation or a delegate.
- 8. Shall establish and be an ex-officio member of all committees.
- 9. Shall develop and propose policy questions for the Executive Board's consideration.
- 10. Shall be responsible for developing and implementing programs.
- 11. Shall perform all the duties imposed upon Local Union Presidents by the International Constitution and by this Local Union's Bylaws and, in general, shall perform all duties incident to the office and such other duties as may be assigned by the International Executive Board.

Vice President – Officer

- 1. Shall assist the President in the performance of the President's duties and conduct the meetings in the President's absence.
- 2. Shall be one of four (4) persons authorized to countersign all orders on funds, financial contracts, and agreements concerning this Local Union after such expenditures of funds, financial contracts, and agreements have been approved by the Executive Board.
- 3. Shall perform all the duties imposed upon Local Union Vice Presidents by the International Constitution and by this Local Union's Bylaws and, in general, shall perform all duties incident to the office and such other duties as may be assigned by the President and/or the Executive Board.

Secretary – Officer

1. Shall keep, or cause to be kept, a correct and impartial account of the proceedings of each membership and Executive Board meeting.
2. Shall be one of four (4) persons authorized to countersign all orders on funds, financial contracts, and agreements concerning this Local Union after such expenditures of funds, financial contracts and agreements have been approved by the Executive Board.
3. Shall provide copies of the minutes of all Executive Board meetings within fifteen (15) days after each Executive Board meeting.
4. Shall furnish the chairperson of each committee a copy of such resolutions as may be adopted by this Local Union, applicable to its respective duties.
5. Shall notify the Secretary-Treasurer of the International Union of the names and addresses of all officers elected to office within 15 days after the election.
6. Shall have custody of the Union seal and the records of the proceedings of all meetings of the Union and the Executive Board, as prepared by the Secretary or by such person authorized to record such proceedings. Shall keep important documents, papers, and correspondence, as well as files on contracts and agreements with employers.
7. Shall perform all the duties imposed upon Local Union Secretaries by the International Constitution and by this Local Union's Bylaws and, in general, shall perform all duties incident to the office and such other duties as may be assigned by the President and/or the Executive Board.

Treasurer – Officer

1. Shall be responsible for all financial records and transactions.
2. Shall be one of four (4) persons authorized to countersign all orders on funds, financial contracts, and agreements concerning this Local Union after such expenditures of funds, financial contracts and agreements have been approved by the Executive Board.
3. Shall be responsible for the preparation and submission of all financial reports. Financial reports shall be presented at every Executive Board meeting.
4. Shall oversee the collection of all dues and other revenues of this Local Union and issuance of official receipts for same and notification to all suspended members two (2) months in arrears of the amount of their indebtedness.
5. Shall oversee all financial transactions, a correct record of all dues payments and all other money received and expended, payment of all bills ordered by this Local Union. At the expiration of the official term of officer, the Treasurer shall turn over to the successor all monies and property of this Local Union that may be in her/his possession.
6. Shall send, or cause to be sent, to the International Union an accurate record of all dues payments, other revenue and the names, addresses, and assigned identification numbers of all members.
7. Shall insure that all records pertaining to income, disbursements and financial transactions of any kind whatsoever must be kept for a period of at least six (6) years, or longer if required by law.
8. Shall perform all the duties imposed upon Local Union Treasurers by the International Constitution and by this Local Union Bylaws and, in general, shall perform all duties incident to the office and such other duties as may be assigned by the President and/or the Executive Board.





LOCAL 221

Election Committee
Merriman River Group
P.O. Box 88848
Los Angeles CA 90009-8848

Prsrt First Class
U.S. Postage
PAID
Permit 168
Monroe CT

Contact Information

This election is being managed by an Independent Election Contractor,
MERRIMAN RIVER GROUP,
under the supervision of the Local 221 Election Committee.

Our contact information is as follows:

MERRIMAN RIVER GROUP

9841 Airport Boulevard, Suite 1200

Los Angeles CA 90045

888-450-8683 (phone) 888-224-3391 (fax)

Please refer all election questions to Matthew Fitch, *Director of Election Services*,
matt@merrimanriver.com

Please refer all legal and protest questions to Rachel Gillette, *Legal Counsel*,
rachel@merrimanriver.com

Please refer all replacement ballot requests to Paul Dever, *Project Supervisor*,
paul@merrimanriver.com