
		<b>Policy Number:</b> ELEC-3.07 [GOV]	
		<b>Subject:</b> Members at Large	
<u>Section:</u> Elections		<u>Subsection:</u>	
<u>No. Pages:</u> 6 <u>Appendix:</u>	<u>Date Effective:</u> April 9, 2011	<u>Signature:</u> 	
<u>Status</u>	<u>New</u>	<u>Revised</u> ✓	<u>Replaces Policy:</u> ELEC-3.06

## Policy Statements:

### 1. Nominations

- 1.1 Nominees for Members-at-Large must have been a member of the union for at least one year immediately prior to the election.
- 1.2 Verbal or written nominations are accepted. Nominees do not need to be present at the election provided a written acceptance of the nomination is submitted.
- 1.3 Nominees shall disclose to the delegates any known reason why they would be unable to fulfil the duties of the position.

### 2. Elections

- 2.1 Members-at-Large are elected by the Regional Meeting delegates from their region.
- 2.2 All Regions elect at least two Members-at-Large and Alternates based on the entitlement prescribed by the Constitution.
- 2.3 Member-at-Large entitlement remains the same for the duration of the two-year term.
- 2.4 A region's Members-at-Large must be elected from at least two different chapters.
- 2.5 Each region elects one Member-at-Large to the Resolutions Committee.
- 2.6 Members-at-Large elected at Regional Meetings take office at the closure of the following Annual Convention.

### 3. Term

- 3.1 Members-at-Large are elected for a two-year term.

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3.2 Members-at-Large are elected to the Resolutions Committee for a two-year term.

#### **4. Member-at-Large Participation**

4.1 Members-at-Large are selected to participate:

- on standing and special committees;
- as a delegate to HSA Regional Meetings;
- as a delegate to the annual HSA Convention; and
- as a delegate to BC Federation of Labour conventions.

4.2 Members-at-Large selected to committees are expected to attend every meeting unless there is a compelling reason for missing a meeting.

4.3 The Member-at-Large elected to the Resolutions Committee is expected to attend the BC Federation of Labour's Policy and Constitutional Conventions.

#### **Reason for Policy:**

Members-at-Large are an important part of the HSA governance structure through their work on various committees. The role of Member-at-Large strengthens the relationship between the regions and the HSA head office.

Members-at-Large are elected to participate in HSA committee work and to represent their region at various events. Members-at-Large are expected to attend all meetings to ensure the work of the committee can progress and to represent their regions at meetings and events.

Typically, Member-at-Large elections take place at Fall Regional Meetings. There may be unusual circumstances that result in elections taking place at another time within the 12-month period prior to the appropriate Convention.

HSA is committed to a fair and inclusive election process that allows the membership to elect a pool of regional activists who are interested in participating in the governance of the Union.

#### **References:**

Constitution: Members-at-Large

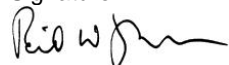
#### HSA Policies:

Elections: Convention Balloting

Elections: Support for Individual Candidates

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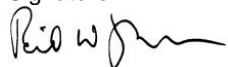
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Membership:           Committees

**Appendices:**

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## **Procedures:**

### **1. Roles of the Regional Director in Member-at-Large Elections**

- 1.1 Notice of the Members-at-Large elections is sent to the Regional Directors and Chief Stewards as part of the information about Regional Meetings.
- 1.2 The Election Committee provides each Regional Director with an election information package for their region. The information package includes a description of the duties of Members-at-Large to be discussed with the delegates to the Regional Meeting.
- 1.3 The Regional Director, or designate, conducts the Regional Elections and reminds delegates which ballots are to be used for these elections.
- 1.4 The Regional Director designates another member to conduct the elections if the Regional Director is seeking nomination for one of the positions.
- 1.5 Upon completion of the election, the Regional Director completes the election forms and returns them to the Chair of the Elections Committee along with the used ballots.
- 1.6 The Regional Director votes in the regional elections.
- 1.7 Any issues not covered by these guidelines are referred to the HSA Elections Committee.

### **2. Timing of Member-at-Large Elections**

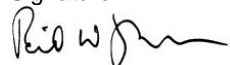
- 2.1 Regions 1, 3, 5, 7, and 9 conduct Member-at-Large elections at regional meetings within the 12-month period prior to the Convention held in odd-numbered years.
- 2.2 Regions 2, 4, 6, 8, and 10 conduct Member-at-Large elections at regional meetings within the 12-month period prior to the Convention held in even-numbered years.
- 2.3 Member-at-Large entitlement is determined 60 days prior to the election.

### **3. Nominations for Member-at-Large**

- 3.1 Regions nominate at least their entitled number of Members-at-Large, plus additional members equal to the number of Alternates.
- 3.2 Members who will not be present at the Regional Meeting may submit to the Regional Director a letter of intent to stand for election as Member-At-Large. The

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Regional Director will inform delegates at the Regional Meeting of the nomination.

- 3.3 Nominees are given an opportunity to address the delegates to the Regional Meeting. The Regional Director or designate will read any written submissions from nominees who are not present.
- 3.4 While addressing the delegates, nominees shall disclose any known reason why they would be unable to fulfil the duties of the position.

#### **4. Balloting**

- 4.1 Delegates at Regional Meetings must list the same number of names on their ballot as the number of Members-at-Large to which their region is entitled. Ballots with less than the required number of names are declared spoiled and are not included in the count.
- 4.2 The candidates with the highest number of votes to fill the Member-at-Large entitlement are elected as Members-at-Large. The candidate ranking next is determined to be the Alternate.
- 4.3 In the event that the elected Members-at-Large are not from at least two different chapters, the member from the over-represented chapter with the fewest votes becomes the alternate and the alternate becomes the Member-at-Large.
- 4.4 If the alternate is also from the over-represented chapter, he or she is dropped off the list and the member with the highest number of votes from a different chapter becomes the Member-at-Large.
- 4.5 In the event of a tie vote, a run-off vote is held for the "tied" candidates. If a second tie vote results, the outcome will be decided by lottery conducted by the Regional Director or designate in charge of the election.

#### **5. Election to the Resolutions Committee**

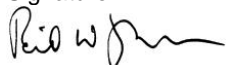
- 5.1 From the elected MALs delegates will then elect the MAL who will serve a two-year term on the Resolutions Committee.

#### **6. Vacancies**

- 6.1 In case of vacancies, the alternate Member-At-Large fills the vacancy for the remainder of the term. If a vacant Member-At-Large position is not filled, an election is held at the next Regional Meeting.

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## **7. Member-At-Large Participation**

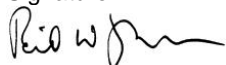
- 7.1 A Member-at-Large participates in HSA committees, Regional Meetings, HSA's annual Convention, and the BC Federation of Labour convention, and reports on their activities to their region.
- 7.2 A Member-at-Large notifies the Committee Chair in advance if unable to attend a meeting or event.
- 7.3 A Member-at-Large notifies the Regional Director in advance if unable to attend a Regional Meeting or event.
- 7.4 If a Member-at-Large misses a committee meeting without a compelling reason, the Chair of the Committee may recommend to the Board of Directors that the Member-at-Large be replaced on that committee.
- 7.5 Regional Directors canvass Members-at-Large regarding their interest in attending the B.C. Federation of Labour Policy Convention. If more than one Member-at-Large is interested in attending, the Regional Director selects the delegate by lottery.

## **8. Committee Assignments**

- 8.1 Each Member-at-Large completes a "committee interest" form indicating interest in specific committees and reason for interest.
- 8.2 The Board appoints Members-at-Large to committees and considers the following factors when making appointments:
  - interests of individual Members-at-Large
  - regional equity
  - background of the individual
  - previous committee positions
  - continuity of representation

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