

this package contains:

- ↳ ***Convention Information***
- ↳ ***Education Workshop Notice***
- ↳ ***Online Registration Information***

42st Annual HSA Convention

January 11, 2013

Dear HSA Chiefs, Assistants & General Stewards:

**Re: Chapter delegates to the 2013 Annual Convention: April 18-20, 2013
Fairmont Hotel Vancouver, 900 West Georgia Street, Vancouver**

The 42nd annual HSA Convention will be held at the **Fairmont Hotel Vancouver** beginning at 1:00 p.m. on Thursday, April 18th through to 4:00 p.m. on Saturday, April 20th.

The Convention is an important opportunity for delegates to debate the policies that will help guide the union in the years ahead.

Out-of-town delegates should make arrangements to travel during the morning of Thursday, April 18th, arriving in time for the pre-convention plenary at 1:00 p.m. First time delegates should make arrangements to arrive for the New Delegate Luncheon which will take place at 12:00 noon on April 18th in the Saturna Room. This year, there will be open registration for convention registration starting at 9:00 am at the top of the Grand Staircase on the Conference Floor level.

We have provided you with the following:

- ↳ Delegate Entitlement
- ↳ Expense Claim Information
- ↳ Education Workshop Information
- ↳ HSA Convention 2013 Online Registration Instructions

IMPORTANT DEADLINE INFORMATION

**The deadline for Convention Registration is midnight Friday, March 8th 2013.
*HSA is unable to guarantee hotel accommodations after this date.***

**Note that your registration must be approved by the Chief Steward
or designate at your facility**

Online Registration

Convention registration is online only. To register, please go to: www.hsabc.org and click on the Convention icon at the top of the page. Follow the steps until you get to 'Annual Convention 2013'. You will be required log in with your username and password (if you do not have one, you can create one here: <http://www.hsabc.org/register.php>).

Education Workshops

Delegates who register for convention by Friday, March 8th may be eligible to apply for education workshops on April 17th and the morning of April 18th immediately preceding convention. In-town delegates who are participating in an education workshop are entitled to accommodation at the Fairmont Hotel Vancouver for the night of Wednesday, April 17th.

The workshops topics are:

1. Contract Interpretation (*Pre-requisite - Basic Steward Training*)
2. Building Leadership through Diversity – Level 2 (*Pre-requisite – Level 1 Diversity Workshop*)
3. Public Speaking: How to Make Your Butterflies Fly in Formation

Workshop participants: Please review details of your online registration on Monday, March 11th to confirm acceptance into a pre-convention workshop **before booking travel**. HSA will not be responsible for expenses incurred for travel booked before confirmation of pre-convention workshop attendance.

Regional Basket Raffle: Regions 1, 3, 5, 7, 9

The Committee on Equality and Social Action invites members in odd-numbered regions to donate items for inclusion in this year's regional baskets. Basket contents typically feature regional, non-perishable delicacies or specialties (e.g. ice wine, vacation packages). The baskets will be raffled at convention. If you would like to contribute, please contact Yukie Kurahashi at the HSA office (ext. 526, ykurahashi@hsabc.org).

Convention Delegate Entitlement

As the elected HSA Chief Steward in your Chapter, you will represent the interests of your membership at the annual convention. Assistant, General, or Site Stewards should replace Chief Stewards who are unable to attend the convention.

For Chapters with up to and including 49 members, the HSA Chief Steward or designate is automatically the delegate. This is the only chapter member allowed to vote at the convention and the only member reimbursed for expenses related to attendance at the convention.

Chapters with over 49 members are entitled to elect an additional delegate for every 50 members (or portion thereof), as per Article 7, Section 5 of the Constitution.

An accompanying list specifies the number of delegates our records indicate each chapter is entitled to send. If you have any questions about these figures, please contact Wendy Scarrett at the HSA office.

These additional delegates must be:

1. Employed in the chapter they seek to represent.
2. A member of HSA as per Article 5, Section 1(a) of the HSA Constitution.
3. Nominated and elected at chapter meeting to elect delegates.

In addition, all Members-at-Large and Regional Directors are automatic delegates to the convention. Please also note that if an HSA Labour Council Delegate's chapter allotment is met, but they wish to attend convention, they are eligible to apply to attend as wage and expense reimbursed participants without voting status. HSA reimburses one delegate per Labour Council.

Online registration must be completed by midnight, March 8th, 2013. HSA is unable to guarantee accommodation for any registrations received after this date. In the event that a delegate has to make alternate accommodation arrangements, HSA will only reimburse such delegates up to the cost that would have been incurred had the delegate registered by March 8th, 2013 at the Fairmont Hotel Vancouver.

We urge you to have your special chapter meeting to elect convention delegates as soon as possible.

Please ensure that each delegate is provided with a copy of the HSA Convention 2013 Online Registration Instructions and Education Workshop notice.

Your co-operation is appreciated to ensure that your chapter is properly represented at these very important functions. For further information, please contact Wendy Scarrett at the HSA Office. We look forward to seeing you at the 42nd Annual Convention!

In solidarity,

Rebecca Maurer

Rebecca Maurer

Director of Human Resources & Operations

HEALTH SCIENCES ASSOCIATION OF BC

RM:ws