

June 12, 2025

NW25-010

To: Northwest Technical Bargaining Unit Council Delegates

From: Alex Phillips, CR QS-10

Subject: **PRESUBMITTED NEW BUSINESS:** Revision of Northwest Technical Bargaining Unit Governance

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### **Background**

The Bargaining Unit governance is defined in the Northwest Policy and Procedure Manual and includes various timelines for the standing committees to be established and disbanded. Many of the dates were chosen when the committees work needed large amounts of flow time to allow for completion. An example of this includes the need for the Negotiation Support Committees to determine property lines in order to properly plan for where picket lines could be established. Property records previously taking weeks to months to obtain are now available via County web portals. As such the time lines for these committees is generally much longer than necessary and could lead to members of the committees ceasing to participate.

As such this motions seeks to reduce the required time lines and allow flexibility for when the standing committees are established for when it makes sense. Additionally, this incorporates efforts to clean up the language and structure of the Bargaining Unit Governance to make it more accessible and easier to maintain.

Finally, the motion aligns the Bargaining Team requirements to match other roles within SPEEA's governing roles and includes a requirement for petitions endorsed by members.

### **Motion**

**It is moved** The Northwest Technical Bargaining Unit Council approves the proposed revisions of Technical Bargaining Unit Governance as is shown in the attached redline document and summarized below.

#### Summary of material changes:

##### Subsection A:

- Remove duplicate sentences regarding formation/termination of standing committees.

##### Typical Negotiation Schedule:

- Updated dates to align with changes to Subsection C.

##### Subsection C, Negotiation Prep Committee:

- Clarified "30 month" wording.
- Added "if possible" to requirement for inclusion of prior Negotiation Team Members.

##### Subsection C, Negotiation Support Committee:

- Changed formation timeline to be no later than 2 months after Negotiation Team is selected.

##### Subsection D, Negotiation Nominating Committee:

- Added requirement for applicants to have endorsement of 20 members of the bargaining unit.
- Changed timelines for requirements and application form to be at least 2 months prior to Negotiation Team formation.
- Changed timeline for application review to be at least 1 month.

# Technical Bargaining Unit Governances

## Addendum B: SUBSECTION A: *Committees*

### 1. Technical Bargaining Unit Committees

The Technical Bargaining Unit Officers, with the approval of the Technical Bargaining Unit Council, must establish standing, special or recurring committees as the needs arise.

Standing committees must be chartered with a purpose when necessary.

A Recurring Standing committee must be chartered with its purpose and a definition of when the committee is called and when the committee must consider its function complete and cease to exist until it is called into existence again.

A Special committee must be chartered with its purpose and a definition of when the committee must consider its function complete and cease to exist.

#### a. Recurring Standing Committees

- (1) Technical Bargaining Unit Negotiation Preparation Committee – Open to all Technical Bargaining Unit members. The Technical Bargaining Unit Council Officers should ensure, by appointment if necessary, that the Negotiation Preparation Committee includes at least three (3) former Technical Bargaining Unit Negotiation Team members. Additional responsibilities are defined under negotiations.
- (2) Technical Bargaining Unit Negotiation Support Committee - Open to all Technical Bargaining Unit members. ~~Must be formed no later than ten months prior to contract expiration and must terminate with a final report no later than three months following contract ratification.~~ Additional responsibilities are defined under negotiations.
- (3) Technical Bargaining Unit Negotiation Team Nominating Committee – Open to all Technical Bargaining Unit members by appointment by a majority of the Technical Bargaining Unit Council Officers. The Technical Bargaining Unit Negotiation Team Nominating Committee must consist, if available, at least two Council Representatives from the Technical Bargaining Unit and two Executive Board members from the Technical Bargaining Unit. ~~The Committee must be formed no later than fourteen months prior to contract expiration and must terminate upon the election of the Professional Bargaining Unit Negotiation Team.~~ Additional responsibilities are defined in this Governances under negotiations.

SPEEA NORTHWEST GOVERNING DOCUMENTS COMMITTEE: APPROVED FOR PUBLICATION

April 17, 2019

VERIFIED:

/s/ Douglas Brazzel  
Signature

Council

Secretary  
Office

4/17/2019  
Date

# Technical Bargaining Unit Governances

## Addendum B: SUBSECTION B: *General*

1. This Section covers all aspects of contract negotiations from the Technical Bargaining Unit Negotiation Preparation Committee effort, which starts within six months after ratification of a contract, through the final report of the Technical Bargaining Unit Negotiation Support Committee, which is scheduled not later than three months after ratification of the next contract.
2. Joint and/or coordinated bargaining by Technical Bargaining Unit with another aerospace union must be permitted if both parties agree and concurrence is received from the Technical Bargaining Unit Council.
3. To assure a strong bargaining position for the Technical Bargaining Unit Negotiation Team, the Technical Bargaining Unit Council may support an early referendum seeking strike authorization.
4. The Technical Bargaining Unit Council must provide the Technical Bargaining Unit Negotiation Team with any directives or instructions that are necessary and pertinent for it to follow.
5. The Technical Bargaining Unit Council must actively monitor the activities of the Technical Bargaining Unit Negotiation Team.
6. Negotiation activities are funded by the Executive Board.

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# TYPICAL NEGOTIATION SCHEDULE

## ***Technical Bargaining Unit Negotiation Preparation Committee***

**BEGIN** ..... **END**

30 months prior to contract termination ..... 2 months after Negotiation Team election

## ***Technical Bargaining Unit Negotiation Support Committee***

**BEGIN** ..... **END**

~~402 months after Negotiation Team election~~ ~~months prior to contract termination~~ 3 months  
after contract ratification

## ***Technical Bargaining Unit Negotiation Team Nominating Committee***

**BEGIN** ..... **END**

~~6-2-3~~ months prior to Negotiation Team formation .. upon election of Negotiation Team

## ***Technical Bargaining Unit Negotiation Team Requirements/Application Date Published***

One (1) month for submittal ..... ~~two~~ one (1) months for committee review

## ***Slate of Nominees to Technical Bargaining Unit Council***

Present slate and qualifications ..... one (1) week prior to Council meeting

## ***Technical Bargaining Unit Negotiation Team***

**BEGIN** ..... **END**

8 months prior to contract termination ..... ratification of proposed contract

# Technical Bargaining Unit Governances

## Addendum B: SUBSECTION C: *Negotiation Preparation Activities*

### 1. Technical Bargaining Unit Negotiation Preparation Committee

A Technical Bargaining Unit Negotiation Preparation Committee must be formed no earlier than thirty (30) months prior to contract termination and must terminate no more than two (2) months following election of the Technical Bargaining Unit Negotiation Team. The Technical Bargaining Unit Negotiation Preparation Committee must be open to all Technical Bargaining Unit SPEEA members within the region. The Technical Bargaining Unit Council officers should ensure, by appointment if necessary, that the Technical Bargaining Unit Negotiation Preparation Committee includes at least three former Technical Bargaining Unit Negotiation Team members if possible.

- a. This Committee must be responsible for, but not limited to, the following, to be completed prior to Technical Bargaining Unit Negotiation Team elections:
  - (1) Review history of several past negotiations, both proposed and accepted contract terms, to provide continuity in the recommendations to the Technical Bargaining Unit Negotiation Team.
  - (2) Review contract administration activity to determine problem areas in the existing contracts for the purpose of recommending contract changes to the Technical Bargaining Unit Negotiation Team.
  - (3) Provide, to the membership, written information describing at least the following, providing disclosure does not compromise SPEEA's bargaining position nor reveal sensitive information:
    - (a) The exact nature of the collective bargaining process and the membership's role in that process.
    - (b) The process of negotiation preparation.
    - (c) A general outline of the training to be received by the Technical Bargaining Unit Negotiation Team members.
- b. This Committee must ensure availability of general negotiation seminars for interested bargaining unit members prior to the call for Technical Bargaining Unit Negotiation Team applications.
  - (1) Review previous negotiation seminar material to determine current applicability.
  - (2) Conduct negotiation seminars, including preparation, scheduling, and maintenance of accurate participation records.
- c. Prepare and conduct necessary surveys. Coordinate effort and work with other committees as appropriate.
- d. Prepare the following final reports:
  - (1) Report to the Technical Bargaining Unit Negotiation Team with recommendations including recommended changes to the contracts.
  - (2) Report to the Technical Bargaining Unit Council summarizing the report to the Technical Bargaining Unit Negotiation Team but excluding sensitive items.
  - (3) Document the important material developed by the Technical Bargaining Unit Negotiations Preparation Committee.
- e. Evaluate all Committee material for confidentiality and implement appropriate safeguards.

### 2. Technical Bargaining Unit Negotiation Support Committee

A Technical Bargaining Unit Negotiation Support Committee must be formed within two (2) months following the election of the Technical Bargaining Unit Negotiation Team ~~no later than ten months prior to contract expiration~~ and must terminate with a final report no later than three (3) months following contract ratification. This Committee must report to and take direction from the Technical Bargaining Unit Negotiation Team ~~from election of the Professional Bargaining Unit Negotiation Team~~ through contract ratification and must be responsible for, but not limited to, the following:

- a. Preparing and conducting surveys appropriate to the performance of picketing, letter writing, membership protests and other sanctions.

- b. Devising strategy and logistics for implementing activities appropriate to the performance of picketing, letter writing, membership protests and other sanctions. The Committee must maintain appropriate confidentiality safeguards.
- c. Coordinating efforts and working with other committees as appropriate.
- d. Recruiting and training personnel required to implement activities appropriate to the performance of picketing, letter writing, membership protests and other sanctions under the direction of the Technical Bargaining Unit Negotiation Team.
- e. Providing the Technical Bargaining Unit membership regular information relating to picketing, letter writing, membership protests and other sanctions.
- f. Implementing the plans at each predetermined work location, ensuring oversight, support, and safety.
- g. Preparing a final report to cover:
  - (1) Logistics and strategy items considered/rejected and why.
  - (2) Analysis of logistics and strategy effectiveness.
  - (3) Training and recruiting plans.
  - (4) Recommendations for future actions.
  - (5) Maintaining appropriate confidentiality safeguards.

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**April 17, 2019**

**VERIFIED:**

*/s/ Douglas Brazel*

Signature

**Council**

*Secretary*

Office

*4/17/2019*

Date

# Technical Bargaining Unit Governances

## Addendum B: SUBSECTION D: *Nomination and Election of Negotiation Team*

1. A Technical Bargaining Unit Negotiation Team Nominating Committee is formed to propose qualified candidates for a Technical Bargaining Unit Negotiation Team for the upcoming contract.
2. Minimum eligibility guidelines for nomination and election of SPEEA members to the Technical Bargaining Unit Negotiation Team must be as follows:
  - a. File a petition endorsed by Twenty (20) Regular Members of the Technical Bargaining Unit in good standing.
  - a-b. Regular SPEEA membership for the immediate past three years.
  - b-c. Member of the Technical Bargaining Unit.
  - e-d. Not a member of the Technical Bargaining Unit Negotiation Team Nominating Committee.
  - d-e. At least two years of active SPEEA participation in the immediate past three years, including committee member, Area Representative, Council Representative, and/or Executive Board member.
  - e-f. No member of a Tellers Committee or Judicial Review Committee may serve concurrently on the Technical Bargaining Unit Negotiation Team.
  - f-g. Completion of, and full participation in negotiation seminars and interviews.
  - g-h. Written commitment to:
    - (1) Participate in further negotiation training sessions.
    - (2) Take time off during scheduled working hours for negotiations.
    - (3) Work any contract area.
3. Abide by the Technical Bargaining Unit Negotiation Team rules.
4. The Technical Bargaining Unit Negotiation Team Nominating Committee must publish Technical Bargaining Unit Negotiation Team eligibility requirements and application forms (see suggested form at end of this subsection) to the membership at least ~~four~~two (2) months prior to the required date for the formation of the Technical Bargaining Unit Negotiation Team and must specify an application deadline which allows at least one (1) month for application submittal and ~~two-one (1)~~ months for Technical Bargaining Unit Negotiation Team Nominating Committee processing
5. The Technical Bargaining Unit Negotiation Team Nominating Committee should give consideration to providing a balanced Team with some members with prior negotiations experience and some without to provide both continuity and training for the future.
6. The Technical Bargaining Unit Negotiation Team Nominating Committee must review applications, interview all applicants, and perform other checking and research as necessary to select the best qualified nominees. The Technical Bargaining Unit Negotiation Team Nominating Committee must nominate those applicants from the Technical Bargaining Unit whom the Committee feels would comprise the best members of the Technical Bargaining Unit Negotiation Team and Alternate(s).
7. The Technical Bargaining Unit Negotiation Team Nominating Committee must present the slate of nominees for, together with the qualifications for each nominee, to each member of the Technical Bargaining Unit Council at least one week prior to the Technical Bargaining Unit Council meetings at which elections will be held. In addition, the Technical Bargaining Unit Negotiation Team Nominating Committee shall include in that mailing the names and qualifications of the remaining applicants who meet the minimum requirements ~~-(3 above).~~
  - a. If desired by the Technical Bargaining Unit Council, nominations may be made from the floor from the remaining applicants.
8. The Technical Bargaining Unit Council must review the nominees' qualifications and, at a meeting held at least ~~nine~~eight (8) months prior to termination of the existing contract, must elect the Technical Bargaining Unit Negotiation Team by secret ballot. The three nominees receiving the most votes must be the Bargaining Unit Negotiation Team. A separate secret ballot election must be held for the Alternate(s) and the person(s) receiving the most votes from the Technical Bargaining Unit Council must be the Alternate(s). After these elections, the Technical Bargaining Unit Negotiation Team Nominating Committee is disbanded.

9. In the event of a Technical Bargaining Unit Negotiation Team vacancy, the Alternate must automatically fill that vacancy. In the event of additional vacancies, the Technical Bargaining Unit Council may elect to nominate and elect a new Technical Bargaining Unit Negotiation Team member who meets the minimum qualification guidelines specified ~~in 3-a~~ above.
10. Upon election of the Technical Bargaining Unit Negotiation Team, the Executive Board must initiate a campaign to familiarize the membership with the individual Technical Bargaining Unit Negotiation Team members and must continue the campaign throughout the negotiations.
11. The Executive Board must ensure negotiations training in accordance with the outline of training provided by the Technical Bargaining Unit Negotiation Preparation Committee for the Technical Bargaining Unit Negotiation Team (including Alternates) during the two months immediately following elections.
12. The Technical Bargaining Unit Negotiation Team Alternate(s) must have voting rights during all preparation for negotiations.