

SPEEA

COUNCIL REPRESENTATIVE ELECTION INFORMATION & PETITION

2021 - 2023 COUNCIL TERM

- *Eligibility Requirements*
- *Petition*
- *Candidate Statements*
- *Terms of Office*
- *Staff Responsibility*
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- *Delineation (Find your District)*
- *Election Petition*

Please read all instructions contained in this booklet.

Submit questions to: petitions@speea.org

*SPEEA MW Region: 4621 E 47th St, Wichita, KS 67210
SPEEA NW Region: 15205 52nd Ave S, Tukwila, WA 98188*

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Council Rep Election Timeline Information

January (Odd years)	Tellers perform redistricting (delineation).
February	Petitions, instructions, and delineation are available online at www.speea.org .
March 31 <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, 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
April 1 – April 14	Ballot packages prepared. This includes printing of ballots, candidate's statements and stuffing the envelopes.
	Ballot Due Dates
April 14 <i>**2nd Wednesday of April</i>	Ballots mailed.
April 21	Tellers pick up undeliverable ballots from post office, verify addresses and re-mail ballots.
April 28 <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 13, 2021 <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*

- **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 resulting in a break in service during this period require a waiver of the council. Request for waiver must be submitted to the regional council officers.
- Verify that your assigned work location information is up to date. Eligible candidates' COMPANY WORK LOCATION must BE 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 the company system.

- **Due Dates**

Petitions and statements are due before 5 pm, March 31, 2021 in the petitioner's region. NO EXCEPTIONS.

Positions unfilled by the March 31 deadline will be posted on the SPEEA website following the closing of the election. Vacancies for the 2021-2023 term after the March 31, deadline may be filled by submitting a completed petition by the posted deadline of noon, 2 days prior to the monthly council meetings beginning May 2021. Monthly council meetings are generally the 2nd Thursday of the month. See the online calendar at www.speea.org.

- **Petition**

- Use only the **2021-2023** election 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.
- See instructions on page 9 for collecting signatures working remotely.
- Submit original petition by mail or PDF format to petitions@speea.org. No photos of petitions will be accepted.
- Responsibility for assuring an accurately completed petition lies with the candidate.

- **Candidate Statements**

Statements are due the by the same deadline as the petition. See above. **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. Submit statements in a Word document by the petition deadline to petitions@speea.org. 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 petitions@speea.org

Regardless of length, every word will be counted. Hyphenated words will be counted as one word. If you are close to the limit, do not depend on your computer to give an accurate count. Please include your name and district at the top of the page. 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 2021 council term begins May 13. Positions filled during this cycle expire May 2023.

- **Staff Responsibility**

Staff is authorized to collect Nominating petitions up until the deadline. Please submit petitions to petitions@speea.org.

- **Observer's 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, phones, and Instant Messenger (IM) service is considered an employer resource and should not be utilized for 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. Use of union or company bulletin boards for campaigning is also prohibited.

Campaign guidelines also prohibit campaigning at union meetings, virtual meetings using union video and conferencing resources.

Petition requirement! Candidate's signature required on petition after reading the above ***Federal Guidelines for Campaigning***.

- **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 1,000 members.

Cost for Area Rep Mailings:

Blank Envelopes - (Plain White #10)	\$50.00 Qty 500, \$90.00 Qty 1,000
Postage (under 1 ounce)	\$ Current rate at time of mailing (rate available at usps.com) Letter 1 oz - \$.49 each, Postcard 6x4-1/4 inches by .016 thick \$.34 each
Printing: Black and White	\$.10 per copy, plus \$25.00 setup fee
Printing: Color	\$.39/copy (one-sided), .49/copy (two sided), plus \$25.00 setup fee
Folding	\$10.00 per 1,000, plus \$25.00 setup fee
Mail prep: (Address, insert, mailing)	\$185.00 per 1,000

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

- **Delineation Information**

Use the delineation 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 and WTPU (Wichita) are even numbered. Districts ending in '0' are combined Prof/Tech and can be filled by either a Prof or a Tech.

If you have questions **email:** petitions@speea.org

- **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.

Grievance Handling - New Council Reps will receive grievance handling as part of basic training, but all are welcome to attend the sessions offered after hours in 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 an all-day training. Speakers and workshops are 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.**

Due to the pandemic methods for providing training may include virtual classrooms. This will be determined by the directives in place by state and health officials' recommendations to prevent the spread of COVID-19.

- For more information, contact Terry Hall at 206-674-7360 or email: terryh@speea.org

- **Obtain virtual signatures from the members in your district.**

Federal law prohibits candidates for union office from utilizing union or company resources in the conduct of their election campaigns. This includes company phones and email.

Reach out to members at work either by phone or email and tell them you have union business to discuss with them using a personal address to keep the information off company email.

Example:

*“Hello,
I would like to communicate with you regarding a SPEEA-related item, however I need to send it to your personal email address to keep the information from company email. Please reply or send an email to (your personal email) with your personal email address I would appreciate it.”*

Using personal contact information, the member will email petitions@speea.org with the information below to 'sign' the petition.

<p>Petition deadline: _____</p> <p><i>Candidate request for endorsement:</i></p> <p>Hello (name of member)</p> <p>I (name of petitioner) am submitting my name for consideration as SPEEA Council Representative for District _____</p> <p>Please forward this email by the petition deadline to petitions@speea.org with your:</p> <ol style="list-style-type: none">1. Full name2. BEMSID _____ <p>as nomination endorsement. Response to this email will serve as an alternative to the normal signature petition sheet.</p> <p>Thank you, (Your name) -----</p> <p>attachment: copy of your petition</p>
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Submit your completed petition and statement by the posted deadline.

2021-2023 SPEEA Council District Delineation

ODD-numbered Districts = Engineering Unit - EVEN-numbered Districts = Technical Unit
Numbers ending in "0" represent COMBINED Engineer/Tech Districts or WTPU (Wichita)
One seat per district unless indicated

Auburn

A-1 17-07, 17-10, 17-12, 17-15, 17-45, 17-70
 A-2 17-07, 17-10, 17-12, 17-45, 17-61, 17-70, 17-75
 A-10 17-04, 17-06, 17-08, 17-62, 17-66, 17-68, 17-88

Bellevue

B-10 33-Series; 7-239, 7-240 = both units

Developmental Center

D-1 9-90, 9-120
 D-2 9-08, 9-51, 9-53, 9-68, 9-77, 9-90, 9-96,
 9-98, 9-99, 9-120
 D-3 9-98, 9-99
 D-5 9-101, 9-140, 13-01, 13-03 **[2 POSITIONS]**
 D-6 9-101, 9-140, 13-01, 13-03
 D-7 9-96
 D-9 9-08, 9-51, 9-53, 9-77

Everett

E-1 40-56
 E-2 40-58, 40-81, 40-86
 E-3 40-58, 40-81, 40-82
 E-4 40-22, 40-32
 E-5 40-26, 40-27, 40-36, 40-37
 E-6 40-87
 E-7 45-334, 45-335
 E-8 40-88, 40-173
 E-11 40-87, floors 1 & 2 **[3 POSITIONS]**
 E-12 40-56
 E-13 40-87, floors 3 & 4
 E-14 40-21, 40-30, 40-31, 40-53, 40-54
 E-15 40-88, floors 1 & 2 **[3 POSITIONS]**
 E-22 7-20, 41-02, 45-80, 45-801, 45-802, 45-334
 E-17 40-88, floors 3 & 4, 47-90, 47-97, 47-147, 47-173
 E-24 40-23, 40-24, 40-33, 40-34
[2 POSITIONS]
 E-26 40-25, 40-26, 40-27, 40-35, 40-36, 40-37
 E-21 40-21, 40-30, 40-31, 40-53, 40-54
 E-23 40-22, 40-23, 40-32, 40-33 **[2 POSITIONS]**
 E-25 40-24, 40-34
 E-27 40-25, 40-35
 E-29 45-80 **[3 POSITIONS]**
 E-31 45-802 **[3 POSITIONS]**
 E-33 7-20, 45-801 **[3 POSITIONS]**
 E-35 40-86 **[3 POSITIONS]**

E-30 7-335, 45-03, 45-11, 45-12, 45-620, 45-640, 45-997, 45-998
 E-50 7-36, 40-01, 40-02, 40-03, 40-04, 40-05, 40-11, 40-40, 40-41

Frederickson

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

Kent

K-10 18-26, 18-41, 18-42, 18-61, 18-62 **[2 POSITIONS]**

Plant II

P-1 3-315, 3-324, 3-369, 3-380, 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, 2-30, 2-31, 2-81, 2-83, 2-88
 P-4 3-323, 3-324, 3-353, 3-626, 3-369, 3-380,
 3-390, 3-800, 3-801, 3-802
 P-5 2-122
 P-10 15-Series (SOUTH PARK) = both units

Renton

R-1	10-13, 10-16, 10-18, 10-20	R-2	10-16, 10-18, 10-20
R-3	4-20, 4-21, 4-42, 5-08 [2 POSITIONS]	R-4	4-20, 4-21, 4-42, 4-68, 4-69, 4-75, 5-08, 5-403, 5-422
R-5	4-81, 4-82, 4-86 [2 POSITIONS]	R-6	4-81, 4-82, 4-86

R-10 22-01(SPARES) 25-01 (LONGACRES) 7-107 (SOUTHCENTER SOUTH) = both units

Thompson Site

T-10 14-01 = both units

SHEA/Facilities

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

Second Shift

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

Pilots

PLT All Locations

Remote Sites**California**

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

Oregon

O-1 All Buildings/Portland

O-2 All Buildings/Portland

Utah

U-1 All Buildings

Spokane (Triumph)

W-10 All Buildings

Bangor

Z-1 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, 5-5086 **[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, 4-039K, 4-118F, 4-140

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 2021-2023 SPEEA Council Election (two year term)

Deadline: Bi-Annual election petition deadline March 31, 2021, 5 p.m. in petitioner's region Date: _____

Name: _____ Employee ID: _____ District: _____ *Required*

We, the undersigned, endorse _____ *Required*
Print name of Council Rep Applicant (as you wish it to appear on the ballot, if necessary) Location (Plant/Bldg/Floor): _____

Work phone: () _____ Work Email: _____

Cell Phone: () _____ Home Email: _____ Home Phone: _____

Candidate has read the Federal Guidelines for Campaigning contained in the election information provided with this petition.

(Signature of Petitioner) _____ *Required*

Yes - I hereby authorize SPEEA, IFPTE Local 2001, AFL-CIO to send me text messages. I agree to the receipt of these messages. I understand that I may revoke this authorization at any time. I also understand that I may be charged by my carrier for the receipt of these messages.

Signature _____



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.

I, [Signature of Petitioner - required] _____, accept the nomination for Council in District _____, for the term 2021-2023. 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 NOTE: 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 petitions@speea.org by the deadline. Statements must be in a word document, single spaced, font Arial 12pt.

Date filed	Date joined SPEEA	Date Seated	Teller Signature	Date Validated