

# BYLAWS FINAL DRAFT

As approved by the Executive Board  
with changes from SEIU on November 5, 2009

## ARTICLE 1 – NAME

Service Employees International Union Local 721, CtW, CLC, hereinafter referred to as the “Local.”

## ARTICLE 2 – PURPOSE

The objects and purposes of this Local shall be to benefit its members and improve their conditions by every means, including but not limited to:

- A. Securing of economic advantages, including better wages, hours and working conditions, through organization, collective bargaining, effective representation of members, legislative and political action, and the utilization of other lawful means;
- B. By organizing and uniting in this Local all working men and women eligible for membership herein;
- C. By engaging in all such civic, social, political, legal, economic, cultural, educational, charitable, and other activities, whether on local, national, or international levels, as well advance this Local’s standing in the community and in the labor movement and further the interests of this organization its membership, directly or indirectly;
- D. By advancing and strengthening the rights of working men and women to bargain collectively;
- E. By providing benefits and advantages to individual union members, officers, and employees through education, training, access to new technology, pensions, death and welfare benefits;
- F. By providing opportunities to share experiences, learn from each other’s best practices and be accountable to each other;
- G. By cooperating with and assisting, by moral, monetary or other means, other labor organizations, whether or not affiliated with the International Union, or any other groups or organizations, having objectives which are in any way related or similar to this Local, or which are in a nature beneficial to this Local or to its members, directly or indirectly;

- H. To establish, promote, protect and defend, by all lawful means necessary, this Local’s democratic member driven governance;
- I. By utilizing, in every lawful way, including but not limited to every kind of use, expenditure and investment, the property and funds of this Local, in order to achieve its purposes and objects and perform its obligations, and for such other purposes directly or indirectly furthering the interests of this Local and its members; and
- J. By affiliating workers in independent organizations through agreements that recognize the long history, unique needs and traditions, and successes of such organizations, and making every effort possible to provide such organizations the same types of services that have benefited our existing members.

## ARTICLE 3 – PARLIAMENTARY AUTHORITY

The current edition of “Robert’s Rules of Order – Newly Revised” shall be the official parliamentary authority in all matters not provided for in these Bylaws or the SEIU International Constitution and Bylaws. All members shall be afforded the opportunity to be trained in Robert’s Rules of Order. The Local shall make available upon request of any member “Robert’s Rules Of Order – Newly Revised,” either by hard copy at a Local office or by digital link to a legally downloadable source.

## ARTICLE 4 – CATEGORIES AND RIGHTS OF MEMBERSHIP

### SECTION A

There shall be no discrimination or harassment against any member, or any applicant for membership, by reason of race, creed, color, religion, gender, gender expression, sexual orientation, national origin, citizenship status, marital status, ancestry, age, political affiliation or disability status.

A “member in good standing” is as defined in the SEIU International Constitution and Bylaws.

## **SECTION B**

The categories of membership are defined as follows:

1. Represented Member – Workers within a represented bargaining unit employed by any public or private employer within the bargaining jurisdiction of the Local are eligible for membership and entitled to the privileges of membership stated in these Bylaws so long as they maintain membership in good standing and pay full dues. These members are entitled to one vote at membership meetings and elections within the Local and are entitled to hold any office within the Local.
2. Associate Member – An employee who is not otherwise eligible for membership in the Local may pay dues as set by the Executive Board. Such members shall be ineligible to vote in elections of the Local or to serve as members of the Executive Board.
3. Organizing Member – Workers involved in an active organizing campaign as employees within the jurisdiction of the Local may pay dues as set by the Executive Board. Such members shall be ineligible to vote in elections of the Local or to serve as members of the Executive Board.
4. Retired Member – Represented Members in good standing who retire from employment may choose to become Retired Members and pay dues as set by the Executive Board. Such members shall be ineligible to vote in elections of the Local, and ineligible to serve as members of the Executive Board, except that they shall be eligible to select representatives to serve on the Local 721 Retiree Council and to serve as a Retiree Council Representative to the Executive Board.
5. Staff Member – Full-time employees of the Local are entitled to be members upon payment of dues set by the Executive Board. Such Staff Members shall not be entitled to any representation relating to employer-employee relations, nor shall they be entitled to participate in Local elections, nor shall they serve on the Executive Board or have any voting rights, nor may they serve on any committees or councils of the Local.
6. Honorary Member – An Honorary Member shall be any person whose accomplishments in governmental matters or whose interests in the aims and purposes of the Local are of such high distinction as to entitle him/her to this privilege. Honorary membership shall be conferred by a two-thirds (2/3) majority vote of the Executive Board. Honorary Members shall not be entitled to vote in Local elections, to hold office, to serve on the Executive Board, or pay dues, unless already a member in another membership category.

## **SECTION C**

The “SEIU Member Bill of Rights and Responsibilities in the Union,” as stated following the SEIU International Constitution and Bylaws, shall apply to all members of this Local. In addition, members have:

1. the right to be fully and timely informed of actions taken regarding a member’s personal worksite grievance or appeal action; the right to have timely action be taken; and the right to be informed before any action is taken;
2. the duty to comply with the ethics policy of the Local and the International.

## **ARTICLE 5 – MEMBERSHIP DUES AND ASSESSMENTS**

### **SECTION A – Dues**

All members shall pay dues under a dues structure established in accordance with applicable law and the SEIU Constitution and Bylaws. The Executive Board will establish a general dues rate for Represented, Associate, Organizing, Retired and Staff members and will honor all affiliation agreements. The Represented Member dues rate set by the Executive Board shall be approved by a secret mail ballot vote of the members.

Members of those locals who became members of Local 721 during the 2007 realignment of local unions shall have the right to vote by legacy local on any increase in dues to reach the standard established by the Executive Board. Such vote may be taken at a noticed membership meeting or by secret mail ballot.

### **SECTION B – Assessments**

A special assessment shall be assessed after recommendation of the Executive Board and upon approval by a secret mail ballot vote of the impacted membership.

## **ARTICLE 6 – MEMBERSHIP STRUCTURE**

### **SECTION A – Regions**

A “Region” is defined as members organized by geographic area and/or by type of employer.

The Regions of the Local are as following:

- Inland Empire Region (Riverside, San Bernardino)
- Tri-Counties Region (Ventura, Santa Barbara, San Luis Obispo)
- Los Angeles and Orange Counties Region
- Los Angeles and Orange Cities Region

The Executive Board may authorize the creation of additional Regions as necessary to meet growth and changing needs of the membership.

### **SECTION B – Regional Council**

Each Region shall elect a Regional Council within 90 days of the Executive Board election based on a plan developed by that Region. The plan shall provide a representational formula for the election of the Regional Council which includes an opportunity for representation from each bargaining unit within the Region and acknowledges affiliation agreements. The plan shall be submitted to the Executive Board for approval.

The Regional Councils shall meet at least once per month at a regular date and time. Each Regional Council shall develop action plans for regional activities including bargaining, representation, political action, and organizing, and make recommendations to the Executive Board regarding the budget and actions needed to implement such plans.

Upon adoption of the Local's budget by the Executive Board, the Regional Councils are authorized to expend funds allocated for that region within the Local's adopted budget and in compliance with the Local's policies as adopted by the Executive Board.

Members of each Regional Council shall select a Chair and Recording Secretary.

Each Region must provide minutes of Regional Council meetings to the Executive Board and comply with policies established by the Executive Board. Regional Councils may adopt policies and/or standing operating rules for the Regional Council, subject to review and approval by the Executive Board. Expenditure of Local funds must be in compliance with policies established by the Executive Board.

### **SECTION C – Duties of the Regional Councils**

Each Regional Council shall:

1. develop action plans for regional activities and make recommendations to the Executive Board regarding the budget and actions needed to implement such plans;
2. hold Regional conferences;
3. establish SEIU-related caucuses and committees;
4. create committees internal to the Region to assist in carrying out the work of the Local and the specific Region;
5. appoint a successor from that Region, as stated in these Bylaws, in the event of a vacancy in an Executive Board position other than an officer elected at large;

6. serve in the dual capacity of a Representation Appeal Committee as stated in these Bylaws;
7. hold town hall meetings for the purpose of recommending political endorsements to the Executive Board;
8. review meeting minutes and policies and/or operating rules of Chapters within the Region;
9. hear the appeal of a steward recalled by the Members;
10. conduct any other business of the Local as directed by the Executive Board.

### **SECTION D – Chapter**

Chapters may be established and must be authorized by the Executive Board.

A "Chapter" is composed of one or more bargaining unit(s) from an employer within a Region. A Chapter must select a Chair, Vice-Chair and Recording Secretary from among the Chapter members. Each Chapter must provide minutes of Chapter meetings to the Regional Council and the Executive Board. Expenditure of Chapter funds must be in compliance with policies established by the Executive Board. Chapters may also develop policies and/or standing operating rules, subject to review and approval by the Regional Council and the Executive Board.

### **SECTION E – Retiree Council**

The Retiree Council is composed of one retiree selected by the Retired Members from each retirement system in which Represented Members are enrolled within the Local. The Retiree Council shall select one Council member to represent the Retired Members as a Retiree Council Representative to the Executive Board, which will be a non-voting, ex-officio position. Each member of the Retiree Council shall be active members of the Secure Retirement Committee.

### **SECTION F – Occupational or Professional Council**

An "Occupational Council" or "Professional Council" is a group that provides members an opportunity to share issues with those who have a mutual community of interest based on their type of employment. Occupational or Professional Councils consist of members from like occupations or professions or affinities with the same or different employers. Such Councils shall have opportunities to participate in Regional and Local union-wide meetings. Occupational Councils may report issues of interest or concern to their Chapter, Regional Council and/or the Executive Board. Each Occupational or Professional Council must be approved by the Executive Board, must select a Chair and Recording Secretary from among its members, and must provide minutes of meetings to the Executive Board.

## **SECTION G – Membership Assemblies**

A local-wide conference or membership assembly shall be held at least annually. Such conference or assembly may include convening of the Occupational Councils. Additional meetings may be called by the Executive Board at such other times as deemed appropriate.

## **ARTICLE 7 – GOVERNANCE STRUCTURE**

### **SECTION A**

The Executive Board shall be the governing body of the Local, responsible to represent the interests of the members and manage the affairs of the Local in accordance with the goals and objectives of its members and the Constitution and Bylaws of the SEIU International Union.

The Executive Board shall adopt standing rules and policies for the conduct of the business of the Local. No monies of the Local may be expended except upon prior approval of the Executive Board. The members of the Executive Board shall comply with all requirements of the ethics policy of the Local and of the International. All officers shall be required to serve actively on at least one Local committee.

### **SECTION B – Executive Board Meetings**

The Executive Board shall meet at least once per month at a regular date and time. A simple majority of filled seats of the Executive Board shall constitute a quorum for the transaction of Local business at a meeting of the board. Meetings of the Executive Board may be held by telephone or video conference at the discretion of the President.

In the event of a change in the location, date or time, notice to the members shall be made through the Local's website and in written form at each office of the Local. Members shall have the right to address the Executive Board on issues in accordance with reasonable procedural guidelines established by the Executive Board.

Special meetings of the Executive Board may be called by the President, or the Executive Board may call a special meeting based on a request from a majority of the currently seated Board members.

In the event that any member of the Executive Board has an unexcused absence for three (3) consecutive regular meetings, without a reason approved by the Executive Board, s/he may be subject to charges and removal from office pursuant to Article 16 of this Constitution and Bylaws (Trials and Appeals) and Article XVII of the SEIU Constitution and Bylaws, and any vacancy in her/his position shall be subject to the procedures set forth in Article 8 of this Constitution and Bylaws (Vacancies).

When the Executive Board is not meeting and the President deems it necessary for the Executive Board to act promptly on a matter, the President or her/his designee may poll the Executive Board and such action and vote may be taken by letter, telegram, teletype, facsimile, telephone, electronic mail, or any other appropriate means of communication. Such action so taken on vote of the majority of the Executive Board shall constitute official action of the Executive Board.

### **SECTION C**

The Executive Board of the Local shall consist of the following officers:

- A President, an At-Large Vice-President, a Secretary, and a Treasurer, who shall be elected at large by all eligible voting members of the Local, along with the top two (2) vote recipients from each Region who shall be designated as Vice-Presidents elected from that Region.
- Represented Members elected from and by the members of each Region based on the following formula which applies to each Region:
  - Seven (7) seats for the first 5,000 Represented Members within the Region;
  - One (1) seat for the next 5,001 to 10,000 Represented Members within the Region;
  - One (1) seat for the next 10,001 to 15,000 Represented Members within the Region;
  - One (1) seat for the next 15,001 to 20,000 Represented Members within the Region;
  - One (1) seat for the next 20,001 to 30,000 Represented Members within the Region;
  - One (1) seat for each additional 10,000 or above, or portion thereof, of Represented Members within the Region.
- A designated member of the Retiree Council.
- For purposes of representation of newly affiliated member groups, a Represented Member(s) that may be appointed by the President to the Executive Board, with the approval of the Executive Board, for the remainder of the current board term.

The allocation of representatives from each Region to the Executive Board shall be revised, if necessary, every three years by the Executive Board prior to the next election to be held. The formula shall be based on the average Represented Members in each Region during the first six (6) months of the calendar year of the election.

## **SECTION D – Qualifications for Office**

Executive Board and Regional Council – two years as a Represented Member in good standing; petition signatures from 50 Represented Members in good standing to qualify for the ballot. A member may submit a nomination petition for only one office on the Executive Board during any election.

Secretary, Treasurer and At-Large Vice President – two years as a Represented Member in good standing; petition signatures from 75 Represented Members in good standing to qualify for the ballot.

President – two years as a Represented Member in good standing; petition signatures from 100 Represented Members in good standing to qualify for the ballot.

## **SECTION E – Terms of Office**

- Three-year terms for the Executive Board and the Regional Councils

## **SECTION F – Authority**

The Executive Board is the governing body of the Local and shall conduct the business of the Local consistent with its goals and shall have all the authority granted to it by these Bylaws and the SEIU International Constitution and Bylaws, including but not limited to the following:

1. Adopt an annual or multi-year budget;
2. Establish plans and policies that are required for the direction of the Local and the carrying out of decisions on program and budget;
3. Develop and take positions of this Local in respect to County Federations of Labor, International Union and State affiliates, endorsements, and any other matters related to political activities;
4. Determine when a group of members should constitute a new Region;
5. Develop annual and multi-year plans with goals and measurable standards;
6. Monitor accomplishments toward goals, adjust as necessary;
7. Through committees where appropriate, plan and participate in rallies, celebrations, activities and conventions;

8. Approve contracts for the Local. These contracts shall include but are not limited to: legal services, member benefit programs, auditing services, and facility leases or purchases, with input from appropriate committees;
9. Authorize strikes subject to the approval of the Members directly involved;
10. Adopt policies and procedures for delegation of expenditure authority; Perform any other duties specified in these Bylaws.

## **SECTION G – Duties of the President**

The President shall devote his/her full time to union duties for the full term of office. In carrying out his/her duties, the President shall:

1. be the presiding officer of the Local and preside over all Executive Board meetings and General Membership assemblies;
2. along with the Treasurer, sign all checks and no check shall be issued unless properly authorized; in the absence of the President, the Secretary or At-Large Vice-President as designated by the President may also sign checks;
3. be an ex-officio member of all Occupational or Professional Councils and all committees, and shall serve as the Local's first delegate to all conferences, conventions and any other bodies for which the Local is eligible to participate and for which no election of delegates is required;
4. give a full report of his/her activities at each Executive Board meeting and General Membership Assembly;
5. build and maintain overall union strength as well as establish and maintain a visible presence of the Local in each of the Regions, the Occupational or Professional Councils, and the membership of the Local;
6. sign all business contracts for the Local;
7. negotiate all business contracts to be entered into by the Local;
8. direct the Executive Director in his/her duties in accordance with Article 10.

The President may assign any of these duties to another member of the Executive Board, as required. The President shall have such other authority and responsibility as his/her office requires and as are consistent with the Constitution and Bylaws of the Local and the International.

## **SECTION H – Duties of the Vice-Presidents**

The At-Large Vice-President shall perform the duties of the President in his/her absence as directed by the President. In the absence or inability of the President or the Treasurer to sign checks, the President may designate the At-Large Vice-President to sign all checks and no check shall be issued from the Local unless properly authorized.

In addition, each Vice President shall:

1. oversee specific aspects of the Local's programs as assigned by the President, such as political action, representation, organizing, or member involvement;
2. build and maintain overall union strength as well as establish and maintain a visible presence of the Local in each Region and the Occupational or Professional Councils;
3. perform such other duties as assigned by the President.

## **SECTION I – Duties of the Treasurer**

The Treasurer shall oversee the finances of the Local with the appropriate financial staff in the performance of the following functions.

The Treasurer shall:

1. along with the President, be authorized to sign all checks and no check shall be issued from the Local unless properly authorized; in the absence or inability of the Treasurer to perform such duty, the President may designate the At-Large Vice-President or the Secretary to sign checks;
2. manage and exercise overall responsibility for the Local's budget and budget priorities and communicate the financial position of the Local to the Members;
3. submit at least monthly appropriate financial statements of the expenditures and income to the Executive Board;
4. ensure that an annual audit is performed;
5. compile and forward to the International copies of any and all annual audit reports or other financial statements or required filings;
6. be responsible for notifying the International of all activities and actions of the Local which are required to be reported to the International;
7. serve as the chairperson of the Finance Committee;
8. perform such other duties as assigned by the President.

## **SECTION J – Duties of the Secretary**

The Secretary shall:

1. compile and maintain accurate records of the Executive Board, membership and special meetings;
2. maintain all official written documents of the organization and ensure they are kept in order and up to date in the office of the Local;
3. in the absence or inability of the President or the Treasurer to sign checks, the President may designate the Secretary to sign all checks and no check shall be issued from the Local unless properly authorized;
4. assist the Treasurer with maintaining accurate membership records of the Local;
5. assist the Treasurer with notifying the International of all activities of the Local which are required to be reported to the International;
6. perform such other duties as assigned by the President.

## **ARTICLE 8 – VACANCIES**

In the event the office of President is vacated, the Vice-President elected at large shall succeed and serve the remainder of the unexpired term. In the event of a vacancy in any at-large Officer position, the President shall recommend and the Executive Board shall approve a successor who shall serve the remainder of the unexpired term. In the event of a vacancy in another Executive Board position, the affected Regional Council shall appoint a successor from that Region who shall serve the remainder of the unexpired term.

## **ARTICLE 9 – INTERNATIONAL CONVENTION DELEGATES**

All duly elected members of the Executive Board at the time of the convention call shall be deemed delegates to any SEIU International Convention which may take place during their term of office. If at the time of the Convention call, it appears that the number of elected members of the Executive Board is greater than the number of delegates to which the Local will be entitled, or is greater than the number of delegates that the Local determines shall represent it at the Convention, the elected members of the Executive Board shall serve as delegates to the Convention in the following order: 1) President; 2) At-Large Vice-President; 3) Treasurer; 4) Secretary; 5) Regional Vice-Presidents; and 6) Board Members (in the order of the number of votes each received in the last election; in the event of a tie that affects attendance at the Convention, the Board Members shall go in alphabetical order by last name among those tied.) If at the time of the

convention call it appears the number of elected members of the Executive Board is less than the number of delegates to which the Local will be entitled, the Executive Board shall take nominations and shall hold a secret ballot election for additional delegates from among the Represented Members. The Executive Director by virtue of their position shall be entitled to run as a Convention delegate provided the individual is paying dues at the rate of represented members. In addition, the Local shall comply with rules adopted for delegates from the Retired Member or other categories of membership, as set forth in the convention call. All qualifications to serve as a delegate shall be in compliance with the SEIU International Constitution and Bylaws.

## **ARTICLE 10 – OPERATIONS**

The Executive Director shall be responsible to the President for the day-to-day operations of the Local and will stand in a position of trust and confidence to the Local. The Executive Director is bound to act reasonably and in good faith and for the benefit of the Members of the Local. The Executive Director is responsible to the Executive Board through the President.

The Executive Director shall have the authority to hire or fire other staff as deemed necessary for the transaction of Local business, as approved in the budget and subject to review by the President.

The Executive Director shall act as the chief operating officer of the Local, subject to the direction of the President. In the exercise of these functions, the Executive Director is required to utilize sound judgment and discretion and is responsible for the implementation of Local policy.

The Executive Director shall serve as the chief operations and administrative officer of the Local Union. The Executive Director shall be responsible for the general supervision and direction of the Local Union and for managing, overseeing and directing the day-to-day operations and affairs of the local, which will be carried out in consultation with the Local Union President and subject to the authority and policies of the Executive Board. The Executive Director will be supervised by the Executive Board through the direction of the President.

The Executive Director shall serve as an advisor to the Executive Board, and shall make recommendations to the Executive Board on all matters requiring Executive Board action, pursuant to the Local Union Constitution and Bylaws, Articles of Incorporation, or Executive Board policy, at least 48 hours before the Board is required to take any such action.

Operating in accordance with the approved budget and program adopted by the Executive Board, and in consultation with the President (as appropriate), the Executive Director

shall have sole authority to arrange her or his staff, including hiring, directing, supervising and terminating Local Union employees, in whatever manner she or he deems appropriate for the efficient administration of the Local Union. The Executive Director shall provide the Executive Board with notice of the termination of any Local Union staff employee, excluding probationary employees.

The Executive Director shall be the chief representative and negotiator for the Local Union in dealings with employers for all bargaining units, except for negotiations with representatives of Local Union employees, unless the Executive Board specifically authorizes the Executive Director to conduct such negotiations.

The Executive Director shall be the chief spokesperson for the Local Union, representing the Local Union before all boards, committees, commissions, departments, and federal, state and local governmental bodies and agencies with which the Local Union has relationships; in the Local Union's relationships with the community, the media, and organizations (including other SEIU Local Unions); and at meetings and conferences that the Local Union participates in.

At all times, the Executive Director shall work to effectuate and implement the policies of the Executive Board.

The Executive Director shall report to the Executive Board as required. At the request of the Executive Director, the Executive Board shall verify or clarify instructions previously given to the Executive Director by the President on the Board's behalf.

## **ARTICLE 11 – BARGAINING**

Bargaining Committees shall be established to facilitate effective contract negotiations and shall be supported by staff for bargaining, training, communications, research, and other efforts needed for effective negotiations.

Bargaining unit members shall elect their bargaining committee without precondition for eligibility, utilizing a democratic process. Affected members shall be provided mailed written notice of the dates, times and procedures for nomination and election to their bargaining team. Such methods shall be in conformance with any affiliation agreement. Bargaining unit members shall develop their unit proposals. The bargaining unit members shall ratify their contract.

Other bargaining structures in place as of 2007 shall not be changed without approval of the bargaining unit members involved and the Executive Board.  
(See *Addendum*)

## **ARTICLE 12 – STEWARDS**

### **SECTION A**

Stewards are the legal representatives of the Local in the workplace and a vital part of maintaining a strong union. Stewards shall undergo periodic recertification and education in compliance with policies established by the Executive Board. The duties and obligations of the stewards are many and shall include providing timely and effective representation for the Members in the workplace.

To qualify to be a steward, a Represented Member shall:

1. obtain the signatures of ten (10) Members in the work-site or specifically defined bargaining unit on a petition;
2. submit the signed petition to the Regional Council for review and recommendation regarding certification;
3. if approved by the Regional Council, undergo training as prescribed by the Executive Board;
4. upon completion of such training, be certified by the Executive Board.

If a Regional Council declines to recommend certification of the member, the member may appeal such decision to the Executive Board.

Stewards may be recalled by submitting a petition signed by 35% of members in good standing in that steward's work-site or specifically defined unit. If a steward is so recalled, the steward may appeal to the Regional Council.

### **SECTION B**

A Local-wide Stewards Council consisting of all stewards in the Local shall be established and shall meet at least once per year. The President shall appoint the chair of the Stewards Council.

Each Regional Stewards Council shall elect a chair from among its members and establish a regular meeting schedule. All Stewards in the respective Region shall be notified of the meeting schedule. The Regional Stewards Council may make recommendations regarding educational programs, representational issues, and other items to its Regional Council for referral to the Executive Board.

## **ARTICLE 13 – ELECTIONS**

For local-wide elections, the Election Committee shall consist of two Represented Members from each Region appointed by the Executive Board, none of whom is running for or currently holds any elected office within the Local.

The Ballot format will be a recommendation developed by the Election Committee, then referred to the Executive Board for conformance with these bylaws and then approved by the Executive Board.

Elections shall be decided by a plurality of the votes cast.

The Executive Board will engage the services of a neutral third-party administrator to conduct the mail balloting for Executive Board elections.

## **ARTICLE 14 – RECALL OF OFFICERS**

### **SECTION A – Recall of Officers elected at-large**

To provide accountability to the Members, any officer elected at-large who has abused the trust of the Members of this Local may be impeached by a vote of two-thirds (2/3) of the entire Executive Board or by petition signed by ten percent (10%) of the total Represented Members from each of the Regions of the Local.

Within sixty (60) days of the verification of such vote or valid petition the Executive Board shall submit the question of the removal from office of the at-large elected officer to a vote of all Represented Members as of the date of the mailing of ballots. Upon certification of a vote of a majority of the Members who cast valid ballots to remove such officer, such at-large elected officer shall be deemed to have been removed from office.

Vacancies due to such recall shall be filled by nomination of the President and approval by the Executive Board, except that a vacancy in the office of the President shall be filled by the at-large elected Vice-President.

### **SECTION B – Recall of Officers elected by Region to the Executive Board**

To provide accountability to the Members, any officer elected by Region to the Executive Board who has abused the trust of the Members of this Local may be impeached by a vote of two-thirds (2/3) of the entire Executive Board or by petition of the Represented Members of the Region from which such officer was elected signed by ten percent (10%) of the total Represented Members from such Region provided that the petition contains signatures of at least ten percent (10%) of the Represented Members from at least half (1/2) of the bargaining units in that Region.

Within sixty (60) days of the verification of such vote or valid petition the Executive Board shall submit the question of the removal from office of the

Officer elected from the Region to a vote of all Represented Members in that Region as of the date of the mailing of ballots. Upon certification of a vote of a majority of the Rep-

resented Members who cast valid ballots to remove such officer, such officer shall be deemed to have been removed from office.

Vacancies due to such recall shall be filled by the nomination of the Regional Council for the affected Region and approved by the Executive Board.

## **ARTICLE 15 – COMMITTEES**

### **SECTION A**

The Local shall establish committees vital to the development of policies, positions and programs of the Local and the International. Such committees are intended to develop leadership and maximize membership participation and input in the work and the decision-making process of the Local. All standing committees, and other committees or task forces established by the Executive Board, shall operate subject to rules and/or policies adopted by the Executive Board. The President, with the approval of the Executive Board, shall appoint committee chairs unless otherwise provided in these Bylaws.

Committee membership shall be the right of any member in good standing pursuant to these Bylaws and subject to policies adopted by the Executive Board. Active committee members must attend regular meetings of the committee and engage in some or all of the work of the committee. The chair of each committee shall be appointed by the President, with the concurrence of the Executive Board.

### **SECTION B – Standing Committees**

The Standing Committees include, but are not limited to those within the Social and Economic Justice Caucus, the umbrella for the Latino Committee, the African-American Committee, the Americans with Disabilities Committee, the Asian Pacific Islander Committee, the Lavender Committee, and the Women’s Committee. In addition, the Native American Committee and each Region’s Regional Retiree Committee are Standing Committees.

#### **Secure Retirement Committee**

The Secure Retirement Committee shall be composed of active and retired members who are interested in maintaining and improving retirement benefits.

#### **C.O.P.E.**

The Committee on Political Education is composed of members who contribute to COPE. Each Region shall have a subcommittee. All COPE subcommittees shall meet together on a quarterly basis. All requests or recommendations for donations or proposed candidate endorsements shall be presented to the Executive Board for discussion and approval.

## **Finance Committee**

The Finance Committee shall be chaired by the Treasurer of the Local. The members of the Finance Committee shall be appointed by the President, with the approval of the Executive Board, and shall consist of at least one member from each Region. Meetings of the Finance Committee shall be open to attendance by Members.

## **Regional Committees**

Each Regional Council may create, with the approval of the Executive Board, committees internal to the Region to assist in carrying out the work of the Local and the specific Region.

## **Representation Appeal Committee**

Each Regional Council serves in the dual capacity of a Representation Appeal Committee to assist in the processing of member grievances or member disciplinary actions that have reached an impasse between a member or members and the employer, as well as to monitor all member grievances, member disciplinary actions and appeal actions. The Regional Council may delegate these responsibilities to a committee composed of members of the Regional Council and not more than two additional members of that Region.

Any member who disagrees with the action taken by staff regarding representation shall be afforded an opportunity to be heard by the Representation Appeal Committee. The Committee shall review all documents and hear from staff and the member and any witnesses, then render a decision in the matter. The Regional Council shall report all such actions to the Executive Board through a report prepared of the Committee meeting. If a member disagrees with the decision of the Representation Appeal Committee, the matter may be appealed to the Executive Board.

## **ARTICLE 16 – TRIALS AND APPEALS**

Members of the Local may be charged with offenses set forth in Article XVII of the SEIU International Constitution and Bylaws. The president shall appoint a committee to hear evidence related to such charges. The procedures for trials and appeals shall be those set forth in Article XVII of the SEIU International Constitution and Bylaws.

## **ARTICLE 17 – BONDING**

All officers of the Local and employees handling any monies of the Local shall be bonded in the amounts and in the form required by applicable statutes and the International Constitution. The bond shall be procured immediately upon assuming office or employment, the premiums of which shall be paid for by the Local.

## ARTICLE 18 – AMENDMENTS

Proposed amendment(s) to these Bylaws may be originated by a majority vote of the Executive Board or by a petition signed by at least ten percent (10%) of the Represented Members in good standing upon a form certified by the Secretary and returned to the Executive Board within ninety (90) days of issuance. The Executive Board shall review any proposed amendment and may issue a recommendation to the membership.

The Executive Board shall refer any such amendment(s) to the Represented Members for a vote. The amendment shall require a majority vote for approval.

All amendments shall be subject to approval by the SEIU International Union and shall be valid or become effective only upon such approval.

***NOTE: The SEIU International Constitution and Bylaws are to be reprinted in the same booklet following the Local 721 Bylaws for ease of reference.***

## ADDENDUM

### COLLECTIVE BARGAINING

#### A. ELECTION OF BARGAINING TEAMS

1. All bargaining teams will be elected by all members of the particular bargaining unit.
2. All bargaining teams will be elected with all members in said bargaining unit eligible to be nominated and elected.

#### B. JOINT BARGAINING

1. In order to increase the power of union members in collective bargaining, the majority of bargaining-team members of each of two or more bargaining teams may decide to bargain jointly versus a common employer. Thereafter such bargaining units will continue to bargain jointly where a single MOU/contract is established; or, bargain jointly where multiple MOUs exist, unless a majority of each bargaining unit opt out of such arrangement.
2. The Bargaining Policy Committee of Los Angeles County (BPC) shall continue to exist as the collective bargaining agent of the Local in negotiations with Los Angeles County.

All bargaining units of Los Angeles County, Los Angeles Superior Court, and the Los Angeles County Employees Retirement Association (LACERA) will each elect one chair (and one alternate to attend in the absence of the chair). Such chair(s) (or their alternates in their absence) shall have one vote on the Bargaining Policy Committee.

These chairs (or their alternates in their absence) shall elect a chair and vice chair to preside over the business of the BPC.

The chair receiving the highest amount of votes shall be deemed elected chair of the BPC.

The chair receiving the second highest amount of votes shall be deemed elected vice-chair of the BPC.