



# Constitution of the United Nurses & Allied Professionals, Local 5201

Amended Wednesday, May 5, 1999

Amended Thursday, July 27, 2000

Amended Thursday, May 29, 2003

## ARTICLE I

### NAME

This organization shall be known as the United Nurses & Allied Professionals, Local 5201.

## ARTICLE II

### OJECTIVES

- Section 1.** To provide an effective collective bargaining representative for nurses, allied health professionals and other health care employees.
- Section 2.** To improve the standards for nurses, allied health professionals and other health care employees by advancing economic status, promoting better preparation in basic education programs, encouraging and promoting continuing education, securing working conditions essential to the best performance of services and the most effective delivery of health care.
- Section 3.** To promote the welfare of the health care consumer by providing progressively better access to and utilization of health care resources in this country.
- Section 4.** To right all forms of bias in health care delivery due to race, creed, sex, age, sexual preference, social, political or economic status, national origin or disability.
- Section 5.** To promote local participation in community health programs, health systems, agencies, as well as any other regulatory body affecting the delivery of health care.
- Section 6.** To work for passage and retention of just laws, which will improve the climate for health care consumers, nurses, allied health professionals and other health care employees.

## ARTICLE III

### MEMBERSHIP

- Section 1.** All non-supervisory nurses and home care aides employed by the Visiting Nurse Service of Greater Rhode Island.
- Section 2.** Supervisory personnel shall not obtain membership. Members who are promoted to positions with the rank of supervisor automatically are removed from membership on the effective date of the promotion.
- Section 3.** No discrimination shall ever be shown toward individual members or applicants for membership because of race, creed, political activities or beliefs, sex, age, sexual preference, economic status, national origin or disability.

**ARTICLE IV**

**OFFICERS**

**Section 1.** The following officers shall be elected biennially by this union.

COCHAIRS (one elected by home care aides and one elected by nurses)

2 Vice Presidents

RN or LPN (1)

HCA (1)

4 Union Reps

At Large

1 Secretary

1 Treasurer

**Section 2.** Membership in good standing for at least one (1) year is required to hold office except during the first three years after the chartering of this local.

**Section 3.** An Election Committee shall be made up of at least two (2) interested non-candidate members.

**Section 4.** Elections shall be held by secret ballot during the month of June in even-numbered years beginning in the year 2000. Notice of the election shall be made by mail and received by the membership at least fifteen (15) days prior to the date of the election. A reasonable nomination period shall precede the election and nominations must be accompanied by petitions signed by at least ten (10) members. Candidates receiving plurality shall be elected. Candidates are installed immediately upon certification of the election results by the Election Committee.

**Section 5.** Vacancies in any other office shall be filled by the Executive Council.

**ARTICLE V**

**COMMITTEES**

**Section 1.** The following standing committees shall be active in this union.

(1) Negotiating Committee

(2) Grievance Committee

**Section 2.** The following special committees shall be active in this union.

(1) Election Committee

(2) Legislative Committee

(3) Social Committee

(4) Budget Committee

(5) Audit Committee

**Section 3.** The chair of all committees shall be appointed by the President with the consent of a majority of the Executive Council.

## **ARTICLE VI**

### **THE EXECUTIVE COUNCIL**

**Section 1.** The Executive Council of this union shall consist of the following:

(1) All elected officers and reps.

**Section 2.** The Executive Council shall administer the policy of this Union as set by the membership at regular meetings. It shall have the power to act for the good of the Union in emergency situations where policy cannot be set by the membership.

**Section 3.** The Executive Council shall be chaired by the Co-chairs of the Union.

**Section 4.** The time and place of the Executive Council meeting shall be set by the Executive Council and announced at the previous membership meeting.

**Section 5.** The Executive Council shall have the power to employ all personnel including an executive secretary, clerical help, and other persons on a full or part-time basis as may be determined by the needs and finances of the Union.

**Section 6.** The Executive Council shall have the power to make contracts and incur liabilities which may be appropriate to enable it to accomplish any or all of its purposes; to borrow money for Union purposes at such rates of interest and terms and conditions as they may deem appropriate; to issue notes, bonds, and other obligations; and to secure any of its obligations by mortgage, pledge, or deed of trust of all or any of its property and income.

**Section 7.** The Executive Council shall report its activities at each regular membership meeting.

## **ARTICLE VII**

### **AFFILIATIONS**

**Section 1.** This organization shall be affiliated with the United Nurses and Allied Professionals.

## ARTICLE VIII

### DUTIES OF OFFICERS

- Section 1.** The Co-chairs shall preside at all meetings of the Union and of the Executive Council. They shall be ex-officio member of all committees (except the Audit Committee), shall sign all necessary papers and documents, and represent the Union when and where necessary. They shall make a report to the membership at least once each year summarizing the accomplishments of the Union and outlining plans for next year.
- Section 2.** The Vice Presidents are charged with the responsibility of ensuring that the collective bargaining goals of the Union are carried out on behalf of their constituent members. In addition the Vice Presidents will assist the Co-chairs in handling matters of mutual concern to Union members.
- Section 3.** The Secretary shall issue all notices, shall answer correspondence at the direction of the President and shall report outside correspondence to the President and the Executive Council. The Secretary shall record the minutes of the Executive Board and of general membership meetings.
- Section 4.** The duties of the Treasurer shall be:
- a. To receive, record, and deposit in the name of the Union all moneys from dues and all other sources.
  - b. To keep the membership roll, issue receipts, and delinquent notices.
  - c. To be Chairman of the Budget Committee. He/she shall present a written report to all members once a year.
  - d. To pay all bills authorized by the adopted budget, retaining voucher or invoice for same. Expenses not authorized in the budget must be presented to the Executive Council for authorization.
- Section 5** The duties of the Union Reps shall be to represent their constituency in all of the activities engaged in by the Union at the direction of the Co-chairs.

## ARTICLE IX

### DUTIES OF COMMITTEE

#### **A. STANDING COMMITTEES**

- Section 1.** The Negotiating Committee shall survey the membership and prepare and substantiate contract proposals. It shall present these proposals for approval of the membership and then negotiate and then negotiate the proposals with the Agency. The Negotiating Committee shall be composed of the bargaining unit Co-chairs, vice presidents, and other members subject to the approval of the Executive Council.

**Section 2.** The Grievance Committee shall act on all grievances and determine whether or not a grievance is taken to arbitration. This Committee shall cause the grievance procedure to be widely publicized and understood.

## **B. SPECIAL COMMITTEES**

**Section 1.** The Budget Committee shall prepare a budget for adoption by the membership at least one (1) month prior to the beginning of the next fiscal year. The fiscal year shall be July 1 through June 30.

**Section 2.** The Election Committee (See Article IV Section 3 and Section 4.)

**Section 3.** The Social Committee shall arrange such programs and entertainment and perform such duties as the membership may direct.

**Section 4.** The Legislative Committee shall consider recommendations of the membership pertaining to all levels of government. It may draft proposed legislation and lobby for its passage.

**Section 5.** The Audit Committee shall audit the Treasurer's books and present the report at a regular membership meeting after the closure of the fiscal year.

## **ARTICLE X**

### **MEETINGS**

**Section 1.** The time and place of meetings shall be fixed by the membership. Special meetings will be fixed by the Executive Council.

**Section 2.** There shall be at least one (1) membership meeting per calendar quarter and additional membership meetings as needed.

**Section 3.** A quorum shall consist of five (5) percent of the total membership.

## **ARTICLE XI**

### **FINANCE**

**Section 1.** Regular dues shall be equal to the amount of dues required by affiliates plus local dues equal to \$82.00/year.

**Section 2.** Additional finances may be obtained by various fund-raising activities.

## **ARTICLE XII**

### **RULES OF ORDER**

Robert's Rules of Order, Revised, shall govern in all cases not covered by this Constitution or by the By-Laws of this local.

**ARTICLE XIII**

**AMENDMENT**

**Section 1.** This constitution may be amended as follows:

The proposed amendment shall be submitted at any regular membership meeting and read to the assembled members. A  $\frac{3}{4}$  vote of those present at the following membership meeting held within six (6) weeks shall be sufficient to adopt the amendment.

**Section 2.** Bylaws shall be submitted at any regular membership meeting and read to the assembled members. A majority vote (show of hands) is necessary for their adoption.

**ARTICLE XIV**

**AVAILABILITY OF CONSTITUTION**

**Section 1.** Copies shall be available for any member of this Union upon request to the Secretary.