



*National Weather Service
Employees Organization*

~~IMPORTANT OFFICIAL NOTICE OF ELECTIONS~~

May 3, 2019

Dear NWSEO Member,

This letter is your notification of steward, vice-steward, convention delegate, alternate delegate and national officer nomination and election procedures for 2019. It also includes information about our 44th Annual NWSEO National Convention. NWSEO will post this letter on our website: <http://nwseo.org/convention.php>.

You are invited to attend the 2019 NWSEO National Convention at the Des Moines Marriott Downtown on October 5-6, 2019 (Saturday-Sunday event). The Des Moines Marriott Downtown is located at 700 Grand Avenue, Des Moines, IA, 50309. Set in the vibrant downtown business district, the Des Moines Marriott Downtown places you near DSM Airport and offers a complimentary roundtrip shuttle.

All NWSEO members are invited to attend the convention and attendance is free. Transportation, lodging, and most meals are at your own expense. NWSEO will provide lunch on both days of the convention and a banquet dinner on Saturday evening. All members are welcome to attend our open meetings that generally begin at 8:00 am and end around 5:00 pm each day. Agenda details will be available prior to the convention.

Hotel Reservations: If you plan to attend the convention, you are responsible for making your hotel reservations. NWSEO has successfully negotiated the room rate based on the Fiscal Year 2020 per diem rate (plus taxes). The Fiscal Year 2019 per diem rate for Des Moines is currently \$108. Room reservations must be made by September 13, 2019. Hotel Reservations can be made by individual attendees directly with Marriott reservations at 1 (800) 228-9290 or (515) 245-5500 or using the link: [Book your group rate for National Weather Service](#). Please mention that you are a NWSEO member and attending the convention in order to get the negotiated room rate. There is a Recruitment Incentive available. Please refer to page 6 for details.

Each NWSEO Branch is required to elect a delegate and an alternate delegate to the convention. A NWSEO Branch refers to a recognized group of active members in good standing within a facility of the National Weather Service (NWS), the National Environmental Satellite, Data, and Information Service (NESDIS), NOAA Office of General Counsel, Aircraft Operations Center (AOC) and Atlantic Oceanographic and Meteorological Laboratory (AOML).

Each delegate votes on all matters that come before the convention with one vote for each NWSEO member in the branch(es) who has delegated their vote to a delegate. If an elected delegate is not present at the convention for a vote, then the alternate delegate may cast the delegated votes.

You do not have to be elected as a delegate or an alternate delegate to attend the convention. Any member may attend, participate in the discussions, and vote. If you attend the convention and are not a delegate, you may cast your own vote, and the delegate elected for your branch may not cast a vote on your behalf for your branch.

2019 ELECTION INFORMATION

The procedures for elections are set forth below.

1. **Branch Steward, Vice Steward, Convention Delegate and Alternate Delegate Elections**

A. **Nomination Procedures**

i. **Branch Steward/Vice Steward Nominations - Due by Friday, May 24, 2019.** If you are a member in good standing of a branch, you may nominate yourself or any other member **from your local branch** for your branch's steward or vice steward positions.

Nominations must be in writing, dated and signed by the member making the nomination and sent to the local branch steward or designee, regional chairperson, and appropriate credentials committee member (see page 7 of this letter) by the deadline above. Email nominations are acceptable.

If more than one member is nominated for the same NWSEO branch steward or vice-steward positions, then branch elections for **that position** must be conducted by secret ballot.

ii. **Convention Delegate/Alternate Delegate Nominations - Due by Friday, May 24, 2019.** If you are a member in good standing, you may nominate yourself or any other NWSEO member **within your NWS region or other NWSEO bargaining unit** to serve as a convention delegate or alternate delegate for a branch or branches within your NWS region or other NWSEO bargaining unit. Each NWS region consists of at least one NWSEO branch. Other NWSEO bargaining units (Regions such as NESDIS and NOAA Attorneys' Guild) have their own branches.

All nominations must be in writing, dated and signed by the member making the nomination and sent to the local branch steward or designee, regional chairperson and appropriate credentials committee member (see page 7 of this letter) by the deadline above. Email nominations are acceptable. You may be nominated for convention delegate or alternate convention delegate for more than one branch within your region. If you are nominated or elected as a convention delegate or alternate convention delegate, please plan to attend the convention.

You may obtain the names and email addresses of current branch stewards by contacting Christy Fox, Director of Membership Services via email at: membership@nwseo.org. The names of branch stewards are available on the NWSEO website as well: http://www.nwseo.org/Directory/dir_index.php.

There is a Convention Delegate Incentive available. Please refer to page 6 for details.

B. Ballot Preparation and Distribution Procedures

If more than one member is nominated for any branch office (branch steward/vice steward) or convention delegate or alternate delegate, the current branch steward must conduct a secret ballot by preparing a ballot for that position with the names of the nominees listed individually and mail the ballot to each member of that branch at the member's home address. **These ballots must be postmarked no later than Friday, July 5, 2019.**

The steward **MUST** place the names of all nominees on the ballot. If this is not done, the branch votes may be invalidated. If you are a steward and you need help obtaining the home addresses for the members in your branch, contact Christy Fox at membership@nwseo.org.

You may ask your vice-steward or any other NWSEO member in your branch to assist you with preparing and mailing the ballots. You are NOT ALLOWED to do this on work time or with government equipment.

ELECTIONS FOR CONTESTED OFFICES/POSITIONS ARE NOT OPTIONAL.

THE BRANCH STEWARD MUST HOLD AN ELECTION IF THERE IS MORE THAN ONE NOMINEE. IF THIS IS NOT DONE, NWSEO MAY BE FOUND IN VIOLATION OF FEDERAL LAW AND COULD BE SUBJECT TO ENFORCEMENT ACTION BY THE U.S. DEPARTMENT OF LABOR.

If there is only one nominee for any particular office, delegate, or alternate delegate, there is no need to hold an election for that office or position, and there is no need to include that position on the ballot. That person is automatically "elected."

Stewards, please notify your Regional Chair and your Credentials Committee member by email immediately after nominations close on Friday, May 24, 2019, if you do not need to conduct an election because there is only one nominee for each branch office (branch steward/vice steward, convention delegate/alternate delegate) and regional office.

If there are more than two nominees for any particular office on the ballot, then you should vote preferentially for each candidate. This means that you should designate your choices as "1", "2", "3", etc. for each office or position. If you need help preparing the ballot or experience any difficulties, please contact Credentials Committee member for your region listed on page 7 of this letter. **Also please notify the credentials committee of your election results.**

DO NOT SIGN OR OTHERWISE IDENTIFY YOURSELF ON YOUR BALLOT.

C. Ballot Counting and Reporting Procedures

The branch steward will establish a sealed box in which members will return their ballots no later than **Friday, July 26, 2019**. Although it is not required, it is recommended that the steward convene a local NWSEO meeting for the purpose of opening the ballot box and counting the ballots.

Each nominee has the right to have an observer at the polls and at the tallying of the votes per Article 8, Section 1 of the NWSEO Constitution and Bylaws. **The counting of the ballots should take place as soon after Friday, July 26, 2019 as possible.** Notification to the winning candidate of the results should be made **immediately** thereafter.

If you are the branch steward, you are responsible for counting the ballots. The elected steward is responsible for reporting the results. A branch steward may obtain the assistance of the vice-steward in counting the ballots and notifying all parties of the election results.

NWSEO By-Laws, Article IX, Section 2 states in part: "A newly elected branch officer will take over the position to which he/she was elected at the end of the meeting at which the election was held." **It is the responsibility of the new branch steward to ensure that the notification of election results is made.**

There are three steps for stewards to follow in reporting the election results:

1. Post the election results locally and notify the current Regional Chairperson and Credentials Committee member of the election results.
2. Complete the "Designation of Delegate" form. Be sure to have it signed by the newly elected Branch Steward and mail it along with the ballots to the appropriate Credentials Committee member listed in the enclosure to this letter. Email notification of the convention delegate to the Credentials Committee is acceptable in lieu of a dated and signed "Designation of Delegate" form. If an election was held, the ballots must be sent to the Credentials Committee for certification of the results.
3. Provide a copy of the "Designation of Delegate" form to the delegate that you have elected.

2. National Officer Elections

A. Nomination Procedures

If you have been a member of NWSEO since September 2018, you may nominate for national office yourself or any member in good standing for one year. If you nominate someone for national office, please contact your nominee prior to nominating them to ensure they accept the nomination. **National officer nominations must be received in writing by September 21, 2019.**

Nominations for national office must be made in writing by delivering it in person or by registered or certified mail to:

Daniel A. Sobien, National President
National Weather Service Employees Organization
601 Pennsylvania Ave NW, South Building, Suite 900
Washington, D.C. 20004

Once received, NWSEO will contact nominees to verify they accept their national officer nomination.

B. Balloting and Voting Procedures – Saturday, October 5, 2019.

If more than one member is nominated for any national office, the credentials committee shall conduct paper balloting among duly elected and certified Delegates and Alternate Delegates at the National Convention to determine the winner of any contested offices.

If there are exactly two nominees for any national office, the nominee who receives a majority of the votes cast shall be certified elected.

If there are more than two nominees for any national office, the election shall be conducted by preferential voting to determine the winner.

Distribution of voting ballots will be conducted at the end of first day of convention. Balloting counting and reporting details are included in the next section.

C. Reporting Procedures – Sunday, October 6, 2019

The Credentials Committee will tally and certify the ballots cast for any contested national elections. Each nominee has the right to have an observer present during tallying of the vote by Credentials Committee.

The Credentials Committee will report the total number of votes cast for each candidate no later than by the end of the convention.

A newly elected national officer will take assume his/her position at the end of the convention.

Campaign Rules

It is against the Department of Labor regulations to campaign for NWSEO office, to make nominations, or to solicit votes as a delegate from another branch using NWSEO stationery, NWSEO postage, a NWSEO email account, or otherwise at any NWSEO expense. It is a violation of Federal Law to campaign using any government property, including NWS or any other NOAA telephones, stationery, or email.

It is permissible, for a branch steward to use NWSEO stationery, postage or telephone to conduct the local election; i.e., preparation or mailing of ballots, or notification of results. A steward may claim reimbursement for any election expenses that are incurred by submitting a request and appropriate receipts to NWSEO Secretary/Treasurer Dave Solano at the NWSEO mailing address. If you become aware of any NWSEO member campaigning at NWSEO expense, you should report the matter immediately to the Credentials Committee representative for your region listed on page 7 of this letter.

The procedures above are required by the NWSEO Constitution or By-laws or have otherwise been approved by NWSEO's National Council to ensure fair and democratic elections. If you become aware that any of these procedures are not being complied with, you should first discuss the matter with your local steward. If this does not correct the problem, please contact the Credentials Committee representative for your region listed on page 7 of this letter. They will be available to provide local branches with assistance needed to carry out local elections.

Very truly yours,

Christy Fox
NWSEO Director of Membership

NWSEO Mailing address:

National Weather Service Employees Organization
601 Pennsylvania Ave NW, South Building, Suite 900
Washington, D.C. 20004

RECRUITMENT INCENTIVE

For any NWSEO member who recruits two or more new members to join NWSEO using the [Form 1187 for payroll deduction](#) (not by credit card) from August 1, 2018 to July 31, 2019, NWSEO will provide reasonable airfare, 3 nights lodging, and approved group meals for the 2019 NWSEO Convention at the Marriott Downtown, Des Moines, IA on October 5 and 6. The name of the recruiter must be on the submitted 1187 in order for them to receive recruitment credit.

** In order for airfare to be reimbursed, you must be able to provide documentation that it is the lowest available rate, purchased at least 21 days before the convention, unless approved otherwise. Printed copies of airfares from Expedia or other travel sites may serve as documentation.*

DELEGATE INCENTIVE

Convention Delegates Incentive:

Any convention delegate who is certified as representing a minimum of 25 percent of the Region's total available delegate votes, from at least two branches from Regions that have more than one branch, is eligible for the Convention Delegate Incentive. NWSEO will reimburse reasonable airfare*, 2-nights lodging at the Des Moines Marriott Downtown, and approved group meals for attendance at the 2019 NWSEO Convention. The 25 percent threshold will be based on the certified 2018 total votes for each respective region.

**In order for airfare to be reimbursed, you must be able to provide documentation that it is the lowest available rate, purchased at least 21 days before the convention, unless approved otherwise. Printed copies of airfares from Expedia or other travel sites may serve as documentation.*

Unit/NWS Region Name	2018 Delegate Votes
Aircraft Operations Center	27 votes
Atlantic Oceanographic and Meteorological Laboratory	10 votes
National Environmental Satellite, Data and Information Service	78 votes
NOAA Attorneys Guild	56 votes
NWS Alaska Region	91 votes
NWS Central Region	291 votes
NWS Eastern Region	235 votes
NWS Headquarters Region	118 votes
NWS National Centers for Environmental Prediction Region	136 votes
NWS Pacific Region	52 votes
NWS Southern Region	281 votes
NWS Western Region	200 votes

CREDENTIALS COMMITTEE MEMBERS AND RESPONSIBILITIES

If an election was held, the ballots must be sent to the Credentials Committee for certification of the results. (Email notification of the convention delegate to the appropriate Credentials Committee is acceptable in lieu of a dated and signed "Designation of Delegate" form.)

Copies of all nominations for delegate, "Designation of Delegate" forms and **hard copy** ballots must be **mailed no later than Monday, August 12, 2019** to the following Credentials Committee Contact for your region:

Credential Committee Contact	Region	Regional Chairperson	Email
Chris Jacobson 17425 Jamaica Lane Sugarloaf Key, FL 33042 Email: c.jacobson@nwseo.org Cell: 808-349-0983 Work: 305-295-1316	Headquarters NCEP Pacific	Mike Dion JoAnn Becker Nathan Becker	m.dion@nwseo.org j.becker@nwseo.org Nathan.c.becker@gmail.com
Jim Brader PO Box 74263 Fairbanks AK 99707 Email: jimbrader@gmail.com Cell: 907-687-2214 Work: 907-458-3700	AOC AOML Alaska	Todd Richards Jay Harris Mike Ottenweller	hurricantech@verizon.net jayharris1@gmail.com m.ottenweller@nwseo.org
Angie Margrave 3609 Memory Lane Amarillo, TX 79109 Email: AngieMargraveNWSEO@gmail.com Cell: 806-640-7224 Work: 806-318-4624 or 806-335-2911	Eastern NESDIS Southern	Dave Solano Hugh Sharkey John Werner	hydrodave2@comcast.net hughsharkey@yahoo.com srchair@nwseo.org
Gerry Claycomb 2050 Road 124 Cheyenne, WY 82009 Email: claycombge@gmail.com Cell: 417-379-5074 Work: 307-772-2468	Central NAG Western	Jim Lee Mitch MacDonald Suzanne Sims	j.lee@nwseo.org mitchmac2001@yahoo.com s.sims@nwseo.org



National Weather
Service Employees
Organization

**DESIGNATION OF DELEGATE AND ALTERNATE DELEGATE
TO THE 2019 NWSEO CONVENTION**

I, _____ certify that the members of Branch _____ elected, according to the rules of the National Weather Service Employees Organization's Constitution and Bylaws, the following delegate and alternate delegate to vote on any and all matters for the members of our branch, individually or collectively, that might come before the 44th Annual National Convention to be held in Des Moines, IA on October 5-6, 2019.

Delegate-Elect (Please Print): _____

Alternate Delegate-Elect (Please Print): _____

Signed: _____ Date: _____

Steward or Vice-Steward