

**REPORT TO THE EXECUTIVE BOARD**  
**Agenda & Resolutions Committee**  
**February, 2012**

The Agenda and Resolution Committee assists in planning the agenda for board meetings and advises on a procedure and criteria for how resolutions come before the body and reviews resolutions using that criteria to advise officers and report to the executive board.

Agenda

We have participated in planning agendas for the past two executive board meetings and the pre-executive board meetings. We advised to conduct the Roberts' Rules Training in October, allow time for table discussions and break up time used in the main room with healthy breaks, include time for both "vision" discussions and skills building. We also advised including a video-conference for the Dec. 14<sup>th</sup> special meeting.

We also urge board members to attend the pre-executive board meetings to be better prepared for the quarterly meetings.

Proposed Criteria for Resolutions

The purpose of a resolution is to take action and initiate change. The resolutions that we pass speak loudly about who we are, what we believe and value, and what we do as a union. Resolutions are our record of action and accountability to our members.

The bylaws state that we shall decide and set policy and direction of the union and be accountable to the membership; we are expected to uphold the guiding principles of the union.

We are all new to trying to figure out how to be the most effective leadership body. As leaders, we think it is important to be thoughtful about what we bring before our leadership body. We should want to best use our time on issues that really make a difference.

Here are some questions we are suggesting to help guide board members in considering resolutions to submit.

1. Why take action? How will it benefit our union? What will it "say" about our union?
2. Whom does the action affect? Does it affect the union as a whole, or a certain group?
3. What kind of resources will we need for the action? Do we have the means to undertake it?
4. Do we—the executive board-- have the authority to do it? Is it an action that some other entity has the authority or responsibility to do? (A division, an employer, a department, a government body?)
5. What kind of time is involved? What is the urgency?
6. What are the risks? Could taking the action mean harming our union in any way?
7. What are the rewards? What happens if the action succeeds?

As a committee, we will use these questions in evaluating resolutions that come before us. We commit to using our best judgment in advising the officers on how to proceed with proposed resolutions— to present to the board, refer to a committee or other entity, return to the maker for more information, or advise “not in order” (not presented to the board).

If we cannot reach consensus as a committee, we will present our advice to the officers with both a majority report and a minority report to inform them.

According to Roberts Rules, the chair has the authority to bring resolutions to the floor. We understand that the chair (the President) exercises his judgment once he receives our advice. Should the president rule that a resolution is not in order and the member who submitted that resolution disagrees, the member can appeal the decision of the chair. Such an appeal must receive a two-thirds vote of members present to overturn the chair’s decision for the resolution to be presented.

**We believe that members who have concerns, issues or ideas should have a forum for dealing with them. We commit to assist in identifying such forums if we believe it is not an issue for presentation to the board.**

#### Timeline

We believe it is important for members to review proposed resolutions prior to the board meeting. In order for members to receive these in the mail two weeks before the board meeting, the committee must receive the proposed resolution seven weeks in advance of the meeting to allow for our review, review by the attorney, translation into four languages, printing and mailing.

Proposed resolutions can be submitted to [Agenda&Resolutions@seiu-uhw.org](mailto:Agenda&Resolutions@seiu-uhw.org).

Respectfully submitted –

#### **Agenda & Resolutions Committee**

*Nadine Bisnett, Hospital; Lasonia Cosio, Kaiser, Bobby DeLuna, Hospital; Ivory Evans, Kaiser; Sanjanette Fowler, Nursing Homes.*