

Constitution
for
Portland, Oregon, Municipal Employees
Local 189

Article I
Name

The name of this organization shall be Portland, Oregon, Municipal Employees Local Number 189 of the American Federation of State, County and Municipal Employees, AFL-CIO.

Article II
Affiliations

This local union shall be affiliated with Oregon AFSCME Council 75 of the American Federation of State, County and Municipal Employees; the Oregon AFL-CIO; the Northwest Oregon Labor Council of the AFL-CIO; and the District Council of Trade Unions.

Article III
Objectives

The objectives of this local shall be to carry out on a local basis the objectives of the American Federation of State, County and Municipal Employees.

Article IV
Membership and Dues

Section 1. All employees of the City of Portland, Oregon, including parking patrol officers of the Port of Portland, Oregon, are eligible for membership in this local union, subject to the requirements of the constitution of the International Union.

Section 2. Application for membership shall be made on a standard application form. Unless such form includes a valid authorization for payroll deduction of dues, the application shall be accompanied by the current month's dues.

Section 3. The dues rate of the local shall be 1.27% of base wages, as defined in the Council 75 Constitution, subject to the minimum amounts as provided in the Council 75 Constitution, plus 0.5 percent (0.005) on all gross earnings excluding overtime. From all dues collected, \$1.00 biweekly shall be placed in the Negotiation Defense Fund.

Section 4. To the extent possible, membership dues will be deducted by the city. In the event of the failure of the city to properly deduct the dues, the member is responsible to remit the dues within 15 days of receipt of their paycheck. Membership dues shall be payable monthly in advance to the local secretary-treasurer and in any event shall be paid not later than the 15th day of the month in which they become due. Any member who fails to pay dues by the 15th day of the month in which they become due shall be considered delinquent, and upon failure to pay dues for two successive months shall lose their good standing status and stand suspended and shall also receive a notice stating the total of dues owed the local union. Provided, however, that any person who is paying dues through a system of regular payroll deduction, bank draft, or similar system, shall for so long as such person continues to pay through such deduction method, be considered in good standing.

Upon receipt of the total amount of delinquent dues within thirty days of the billing date, the member shall be afforded all the rights of membership including eligibility for office. If dues are not received within thirty days of billing date, the membership shall stand suspended.

Article V Meetings

Section 1. Regular meetings of this local shall be held once each month, at a time and place to be fixed by the membership or the local executive board.

Section 2. Special meetings may be called by the local president, the executive board, or by petition filed with the president and signed by five percent of the members of the local. Special meetings may also be called by the International President or their authorized representatives.

Section 3. The quorum for meetings of this local shall be twenty members in good standing.

Section 4. With regard to the ratification of any labor agreement and/or the authorization of any strike or interest arbitration, any such action shall only be done after a vote of the affected membership. The determination of whether and what to present to the membership for a vote, shall be made by the local union executive board upon recommendation of the relevant bargaining committee. In any such membership vote, the multiple workplace/workshift portable balloting method shall be used. The president, with the approval of the executive board shall establish a schedule of locations and times for the balloting.

Article VI Officers, Nominations, and Elections

Section 1. The officers of this local shall be a president, vice-president, a recording secretary, a secretary-treasurer, a chief steward, an organizer, a communications editor, and ten chapter chairs. These seventeen shall constitute the local union executive board. The officers and the executive board shall be elected for two-year terms in the odd-numbered years. In addition, there shall be elected three members who shall serve as trustees. The trustees shall be elected to three-year terms of office, except that in the initial election, one shall be elected for a one-year term, one for a two-year term, and one for a three-year term.

The local shall be divided into chapters with the indicated number of chapter chairs as determined by the executive committee.

Executive Board Committee Assignments

The president, with the approval of the executive committee shall appoint from the seated executive board members the following committee chairs: Community Involvement, Jobs with Justice Liaison, Sweat Free Liaison, Event Coordinator, Green Caucus, Next Wave, Diversity, Women's, and Publicity/Public Information.

Section 2. Nominations shall be made at a regular meeting of the local. At least fifteen days' advance notice shall be given the membership prior to the nomination meeting. A nominating committee may be appointed or elected to make nominations, but whether or not such nominating committee is used, nominations shall be permitted from the floor at the nomination meeting. All nominations for officers shall be conducted in November and elections shall be held in January.

Section 3. To be eligible for unionwide office, a member must be in good standing for two years immediately preceding the election, and to be eligible for chapter chair, a member must be in good standing for one year immediately preceding the election, provided, however, that no retired member shall be a candidate for office. At the time of their election to any office in the local, the member must also work in the jurisdiction of Local 189.

Section 4. Officers shall be elected by secret ballot vote, and the balloting shall be conducted so as to afford to all members a reasonable opportunity to vote. At least fifteen days' advance notice shall be given the membership prior to the holding of the election.

Section 5. All matters concerning nominations and elections in this local union shall be subject to the provisions of Appendix D, entitled Elections Code, of the International Union Constitution.

Section 6. Vacancies in office shall be filled for the remainder of the unexpired term by vote of the executive board.

Section 7. Every officer shall, upon assuming office, subscribe to the Obligation of an Officer contained in Appendix B of the International Union Constitution.

Article VII Duties of Officers and Executive Board

Section 1. The president shall preside at all meetings of the local union and of the executive board. The president shall serve as a member of all committees except the Election Committee. The president, or their authorized designee, shall countersign all checks drawn against the funds of the local. The president shall appoint all standing committees and all special committees of the local, subject to the approval of the general membership at a regular meeting. The president shall report periodically to the membership regarding the progress and standing of the local and regarding his/her official acts. In addition, the president shall be an automatic delegate to all conventions, seminars, etc. The president shall attend all regular and special meetings of the membership and executive board.

Section 2. The vice-president shall assist the president in the work of the president's office and fill in for the president in their absence. The vice-president is authorized to act as co-signer of checks drawn on the local funds in place of either the president or the secretary-treasurer. The vice-president shall attend all regular and special meetings of the membership and executive board.

Section 3. The secretary treasurer shall receive and receipt for all monies of the local union. The secretary-treasurer shall deposit all money so received in the name of the local union in a bank or banks selected by the executive board, and money so deposited shall be withdrawn only by an authorized cosigner and the secretary-treasurer. The secretary-treasurer shall prepare and sign checks for such purposes as are required by the constitution or are authorized by the membership or the executive board. The secretary-treasurer will prepare and submit an annual budget for the local for approval by the membership. The secretary-treasurer shall keep an accurate record of receipts and disbursements and shall, once each month, submit to the membership a monthly operating statement of the financial transactions of the local for the previous month. The secretary-treasurer shall provide annually the required financial report to the International Union in order for the International Union to purchase a surety bond at the expense of the local union. The secretary-treasurer shall see that any financial reports required by the International Union are submitted to the International Union. The secretary-treasurer shall cause financial reports to be prepared for and presented to the membership on both a monthly and annual basis. In addition to presenting the expenditures actually paid during each reported period, each report shall also include a footnote which shall list all commitments made by the members which commit the local to expenditures which have not yet been paid in full. The list shall note the type of expenditure, its purpose, the date of approval, and an approximation of the amount committed, but not yet paid. The list shall not include unpaid expenditures which are included in the approved budget for the local's current fiscal year. The secretary-treasurer shall attend all regular and special meetings of the membership and executive board.

Section 4. The recording secretary shall keep a record of the proceedings of all membership meetings and of all executive board meetings. The recording secretary shall carry on the official correspondence of the local except as the executive board may direct otherwise. The recording secretary shall perform such other duties as the executive board may require. The recording secretary shall be authorized to act as co-signer of checks drawn on the local funds. The recording secretary will attend all regular and special meetings of the membership and executive board.

Section 5. The chief steward shall be responsible for all activities relating to the enforcement of the collective bargaining agreement; selection of stewards and the

appointment process to fill vacancies. The chief steward shall be responsible to ensure that all stewards are adequately trained. The chief steward shall approve all steward appointments made by the chapter vice-presidents and will have final responsibility for dismissing any steward who is not performing the duties in accordance with their position. The chief steward shall attend all regular and special meetings of the membership and executive board.

Section 6. The organizer shall be responsible for new employee contact in the local's bargaining unit(s), collection of new membership applications, preparation and distribution of new member packets, regular contact with represented non-members, identification of potential union activists and general promotion of participation in the local union activities. The organizer will attend all regular and special meetings of the membership and executive board.

Section 7. The communications editor shall facilitate the writing, editing, production and distribution of all Local 189 member communications. The communications editor will attend all regular and special meetings of the membership and executive board.

Section 8. The chapter chairs shall be lead stewards over their particular chapters and they shall assume any other duties assigned to them by the president. They shall recruit potential stewards and bring them forward to the chief steward for training and appointment as stewards. They shall coordinate chapter meetings and act as liaison between the executive board and the chapter. They shall funnel communications between the executive board and chapter. They shall assist the organizer in contacting new members. They shall recruit and support volunteers to maintain all bulletin boards. The chapter chairs will attend all regular and special meetings of the membership and executive board.

Section 9. The trustees shall make or cause to be made at least semi-annually an audit of the local's finances, and shall report to the membership on the results of such audit.

Section 10. The executive board shall be the governing body of the local union except when meetings of the local union are in session. All matters affecting the policies, aims and means of accomplishing the purposes of the local not specifically provided for in this constitution or by action of the membership at a regular or special meeting shall be decided by the executive board. The board shall meet at the call of the president or of a majority of the members of the board. A report on all actions taken by the executive board shall be made to the membership at the next following meeting. A majority of the members of the executive board shall be required for a quorum.

Section 11. Allowances of officers and executive board members and continuance in office shall be subject to the following limitations:

1. Excused absences normally require notification of the AFSCME Local 189 president prior to the meeting and normally would be limited to: health, family or work emergencies, scheduled vacations or shift work, or other circumstances normally considered reasonable cause for absence from work.
2. It is each executive board member's responsibility to attend all meetings (membership, executive board and special). Any officer who misses both the scheduled executive board and membership meeting in the same month may have the month's allowance withheld. Any officer who misses three consecutive unexcused meetings may be removed from office.

Article VIII Miscellaneous Provisions

Section 1. This local union shall at all times be subject to the provisions of the constitution of the American Federation of State, County and Municipal Employees.

Section 2. Except to the extent specified in this constitution, no officer of the local union shall have the power to act as agent for or otherwise bind the local union in any way whatsoever. No member or group of members or other person or persons shall have the power to act on behalf of or otherwise bind the local union except to the extent specifically

authorized in writing by the president of the local union or by the executive board of the local union.

Section 3. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern this local union in all cases to which they are applicable and in which they are not inconsistent with this constitution and special rules of this local union or of the American Federation of State, County and Municipal Employees.

Section 4. A negotiation-defense fund shall hereby be established. All monies placed in this fund shall be used for the purposes of preparing for negotiations to obtain successor labor agreements, including preparations for the eventuality of any labor dispute and defending the current contract such as the cost of mediations and arbitrations. The goals of this fund are: (a) building bargaining strength, and (b) assisting bargaining unit members in the event of a labor dispute. The membership may, by amendment, adopt policies and procedures governing specific methods of authorizing expenditures from this fund, provided that such amendment is first presented to the membership at one central membership meeting, and then adopted by vote of the membership at a subsequent general membership meeting. Until such time as such procedures are so adopted, no expenditure shall be made from this fund except for expenses for mediations and arbitrations, unless such expenditure has first been presented to the membership at one general membership meeting, and then adopted by vote of the membership at a subsequent general membership meeting.

Article IX Amendments

This constitution may be amended, revised, or otherwise changed by a majority vote of the members voting on such proposed change and such change shall take effect only upon written approval of the International President. Proposed amendments to this constitution must be made at a regular or special meeting of the local union and read and voted on at a subsequent meeting of the local union, adequate and proper notice having been given to the membership prior to the date on which the vote is taken. A written copy of the proposed amendment shall be furnished to every eligible voter at the meeting at which the vote is taken.

Approved by:

A handwritten signature in black ink that reads "Lee Saunders". The signature is written in a cursive, flowing style.

LEE SAUNDERS
President

Approval date: February 6, 2019

(Jurisdiction Changed Effective: 4/1/2021)