



HOSPITAL EMPLOYEES' UNION

PROVINCIAL OFFICE:

5000 North Fraser Way, Burnaby, BC V5J 5M3 • TEL: 604-438-5000 • FAX: 604-739-1510 • WEB: www.heu.org

July 19, 2021

FACILITIES SUBSECTOR ONLY

Re: HEU's 22nd Facilities Bargaining Conference: November 29 – December 1, 2021

The current 2019-2022 Facilities Collective Agreement expires on March 31, 2022.

In preparation for negotiations for a renewed collective agreement, the Hospital Employees' Union will convene its 22nd Facilities Bargaining Conference on November 29 at the Hyatt Regency Vancouver.

At this conference, locals who represent tens of thousands of HEU members covered by this collective agreement will send delegates to debate proposed bargaining demands and elect a bargaining committee for the upcoming round of negotiations.

The conference takes place on **Monday, November 29, (evening start) to end of conference business on Wednesday, December 1, 2021**. Registration will be on Monday, November 29 from 3 p.m. to 6 p.m.

A "New Delegates Seminar" and an evening opening plenary will follow registration on Monday, November 29. All delegates are required to attend the evening plenary.

Local executives, stewards and members in the Facilities Subsector should begin discussing and preparing for this important conference now. This will mean scheduling a local meeting before September 29.

The adoption of proposed bargaining demands and the election of delegates should take place at a local meeting, with quorum. Proposed bargaining demands must be submitted by **5 p.m., Wednesday, September 29, 2021**, as per the HEU Constitution and By-Laws. **Original credentials must be submitted by Wednesday, October 6 at 5 p.m.**, which is also the deadline for accommodation forms.

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DELEGATE ENTITLEMENT AND ELECTIONS:

Article 4 of the HEU Constitution and By-Laws sets out the eligibility requirements for delegates to the bargaining conference. They must have attended at least 50 per cent of the regular local meetings held in the 12-month period prior to nomination and be elected at a local membership meeting with quorum.

If you do not achieve quorum at your local meeting you will have to schedule a special meeting to elect delegates and discuss demands.

Article 9 (Section A, Facilities Sector Bargaining) of the HEU Constitution and By-Laws sets out the process and deadlines for delegate selection, submission of bargaining demands, and the conduct of the bargaining conference.

Your local's delegate entitlement provisions are contained in Article 9, Section A, Subsection A (2). Your Local **should** elect alternate(s) in case your delegate(s) need(s) to cancel.

PROPOSED BARGAINING DEMANDS:

For the bargaining conference to be as productive as possible, it is important that locals carefully consider their proposals for demands to ensure that the Bargaining Committee is provided with clear direction rather than a "wish list."

At the Facilities Bargaining Conference, a motion to adopt a Bargaining Demand must be accepted by a two-thirds majority vote to become a decision of the Facilities Bargaining Conference.

In addition to considering demands, we will also discuss priorities for the upcoming round of bargaining in order to assist the incoming Facilities Bargaining Committee. The better prepared everyone is, the clearer the mandate will be for the newly elected Facilities Bargaining Committee.

The HEU Constitution and By-Laws states that:

- "Proposed Bargaining Demands must receive prior ratification by majority vote of the sponsoring Facilities Local and bear the signatures of the Chairperson and Secretary-Treasurer or designate of the Local."
- "All Proposed Bargaining Demands must be submitted to the Provincial Office 60 days prior to the Facilities Bargaining Conference."
- "Proposed Bargaining Demands to be introduced by an Equity Standing Committee must receive prior ratification by majority vote of the sponsoring Equity Standing Committee and bear the signature of the sponsoring Equity Committee's Signing Officers."

IMPORTANT DATES AND DEADLINES:

1. Credential and Accommodation forms

- **Delegate Credential Forms** – The completed, original form(s) for all delegates, **MUST** be signed by the Local Chairperson and Secretary-Treasurer and must be received in the Provincial Office, 5000 North Fraser Way, Burnaby, B.C., V5J 5M3, no later than **5 p.m., Wednesday, October 6, 2021.**

Note: If the chairperson and/or secretary-treasurer are not available, another Local officer(s) who was present during the delegate elections can sign the Credentials, but two (2) signatures are required.

- **Accommodation Forms** – In order to confirm hotel accommodation for all delegates, these forms must be received in the Provincial Office, by fax 604-739-1510 or email (FBABargaining@heu.org) or by mail 5000 North Fraser Way, Burnaby, B.C., V5J 5M3 no later than **5 p.m., Wednesday, October 6, 2021.**

**** Reminder:** *A registration fee of \$50 per Facilities Bargaining Conference Delegate shall be paid by each Local on behalf of the Delegates and this fee shall be deducted from the Local's rebates in the month following when registration forms are submitted to the Provincial Office. PLEASE DO NOT SEND CHEQUES.*

2. Proposed Bargaining Demands:

- All proposals from your Local should be written on the Proposed Bargaining Demand forms provided (one demand per page). Please print clearly and indicate your Local, the Relevant Subject and the Article (if applicable) from the Health Services & Support Facilities Subsector Collective Agreement.

**** Reminder:** *All proposed Bargaining Demands must be signed by the Chairperson and Secretary-Treasurer of your Local.*

- **Deadline for Submission** – Proposed Bargaining Demands **MUST** be received in the Provincial Office, by fax 604-739-1510 or email (FBABargaining@heu.org) or by mail 5000 North Fraser Way, Burnaby, B.C., V5J 5M3 no later than **5 p.m., Wednesday, September 29, 2021**

CONFIRMATION AND PREPARATION:

According to Article 9, Section A of the Constitution and By-Laws, copies of Proposed Bargaining Demands will be sent to all Facilities Locals and Delegates attending the Conference 15 days prior to the Conference.

You should review these with your Delegate(s) to be well prepared before arriving at the Conference and able to represent your Local's perspectives.

Written confirmation of receipt will be sent to each Local or Equity Standing Committee that submits Proposed Bargaining Demands. However, if you have any questions regarding your submission, please contact FBABargaining@heu.org prior to the deadline of **Wednesday, September 29, 2021**.

As a temporary pandemic measure, hotel accommodation for the 2021 Facilities Bargaining Conference will be based on single occupancy.

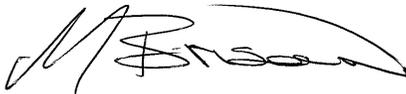
Throughout this pandemic, the union has put a priority on the health and safety of our members and staff. If we need to change the venue or any other aspect of the bargaining conference because of public health orders or guidance, we will let you know as soon as possible.

Delegates will be reimbursed for lost wages, and reasonable expenses including transportation and per diems will be given. Accommodation at the Hyatt Regency Vancouver will be provided on request. Full per diem will also be provided to delegates who do not wish to book accommodation. An expense letter will be sent to each delegate at a later date by HEU Financial Secretary Sister Betty Valenzuela.

Collective bargaining is fundamental to the democratic life of our union, and is a powerful tool to engage members in your local.

Thank you for all the work you do representing our members on the shop floor, and for helping the union prepare for a successful round of bargaining. If you need further information or assistance, please contact FBABargaining@heu.org.

In solidarity,



Meena Brisard
Secretary Business Manager

Enclosures

cc: Provincial Executive
Chairpersons (cover letter only)
Directors and Staff Representatives
Equity Committees