

2018 NSO REPRESENTATIVE ASSEMBLY
Hyatt Regency, Mission Bay Spa and Marina
1441 Quivira Road
San Diego, CA 92109

The 2018 NSO Representative Assembly will be held June 8-9, 2018, at the Hyatt Regency Mission Bay Spa and Marina in San Diego, CA. The meeting will start promptly at 9:30 a.m. with registration beginning at 7:00 a.m. on Friday, June 8, 2018. There will also be an early registration on Thursday, June 7, 2018, from 1 p.m. to 5 p.m. The Representative Assembly will adjourn at approximately noon on Saturday, June 9, 2018

Tentative Scheduled (Subject to change without advanced notice)

Thursday, June 7, 2018		Friday, June 8, 2018		Saturday, June 9, 2018	
1:00-2:30 p.m.	Basic Unionism Training				
1:00-5:00 pm	Early Registration	7:00-9:30 am	Registration	7:00 am	Continental Breakfast
2:40-3:10 p.m.	New Delegates Orientation	7:00-9:30 am	Continental Breakfast	8:00-9:00 am	Elections
3:15-4:00 p.m..	Associate Staff Forum	9:30-12:00 pm	Representative Assembly	9:00-12:00 pm	Representative Assembly
4:05-4:50 p.m.	Budget Hearing	12:00-2:00 pm	Lunch (on your own)		
5:00-6:00 p.m.	Emerging Issues Forum	2:00-5:00 pm	RA (cont'd)		
5:15-6:00 p.m.	Elections & Tellers				

Hotel Reservations: The Hyatt Regency, San Diego room rates are \$189 single/double occupancy (plus applicable taxes) for NSO Affiliates. Please be sure to have a credit card available to guarantee your room(s). Rooms are available on a first-come first served basis, and reservations can be made anytime by going to <https://aws.passkey.com/go/NTLSTAFFORG>. **The cutoff date for making room reservations is May 14, 2018.** Affiliates may also call 619-224-1234 to request a room under the block: *NSO 2018 Representative Assembly*.

We ask that you do **NOT** make block reservations (i.e., reserving multiple room reservations under **one** name). Individual delegate names will be needed when making reservations. Reservations made after the NSO block date will be based on space availability at the hotel's prevailing rate.

For information on the hotel, go to:

<https://missionbay.regency.hyatt.com/en/hotel/home.html>

Ground Transportation: San Diego International airport is 15 minutes by car to the Hyatt Regency Mission Bay Hotel.

Parking

Hotel parking is available at a rate of \$38 overnight for self or valet parking. Parking rates are subject to change without notice. For oversize parking options, please contact the hotel directly.

Delegate Entitlement Listing: Delegate entitlement is based on the membership numbers provided by the NSO Treasurer on March 16, 2018. Those affiliates made up of both professional and associate staff would be entitled to delegates based on the number of members as if the associate and professional staff members were in separate unions.

Seating of Delegates: For affiliate delegates to be seated with voting privileges, NSO dues must be fully paid; Charlie Love Crisis Funds paid in full; and the affiliate has electronically submitted and updated its membership list; and filed its LM report with the DOL with a copy to NSO, if applicable. **This must be completed by June 1, 2018.**

In compliance with Landrum-Griffin and NSO policies, a section of the RA floor is reserved for voting delegates only. Observers, alternates and delegates without voting credentials will be provided seating separate from the RA floor.

Training: Pursuant to New Business Item 17-04, a Basic Unionism training will take place Thursday, June 7, 2018 from 1:00-2:30 p.m.

New Delegates Orientation: An orientation for first-time delegates will take place on Thursday, June 7, 2018, from 2:40 p.m. to 3:10 p.m. Room location will be provided at the NSO registration desk.

Associate Staff Forum: This facilitated forum will be held to discuss issues specific to associate staff on Thursday, June 7, 2018, from 3:15-4:00 p.m.

Budget Hearing: Once again, NSO will host a Budget Hearing for delegates to better understand the budget process. The Hearing will take place on Thursday, June 7, 2018, from 4:05-4:50 p.m. Check at the NSO Registration Desk for room location.

Emerging Issues Forum: Pursuant to New Business Item #09-04, the Emerging Issues Forum will be held on Thursday, June 7, 2018, from 5:00-6:00 p.m.

Elections Committee and Teller Committee Meeting: Any member attending as a delegate can become part of the action of the RA by serving on the Elections

Committee (3 members) or Tellers Committee. The Committees will meet on June 7, 2018, from 5:15-6:00 p.m. Please contact NSO Secretary Dawn Basurto at dawnbasurto@gmail.com or phone 916-207-6856 if you are interested in serving on either committee.

Election of 2017 RA Delegates: **All affiliates must submit the names of their delegates and alternates** via the CVENT registration site at <http://www.cvent.com/d/sgq7q1>

Deadline for submission of entitled delegates is **May 14, 2018**. Failure to meet the deadline will result in the non-credentialing of said delegates. In accordance with the LMRDA, all information on the delegates and alternates **must be home addresses**. Early notification of delegates, as well as alternates, will speed your way through registration.

NSO Campaign and Election Rules: The NSO has established *Campaign and Elections Rules* that will govern how elections for NSO officers are conducted. The election Notice for all seats up for election, along with a Candidates Petition, has been posted to the NSO Website. Additionally, a copy of the Notice and Petition is also included in this email. Copies of those rules are enclosed for your convenience. Any member running for office shall abide by these campaign and election rules. Please feel free to share these documents with any member who will be running for an NSO Office. If there are any questions regarding elections, please contact Dawn Basurto NSO Secretary at dawnbasurto@gmail.com or by cell at 916-207-6856.

As a reminder, the enclosed Labor-Management Reporting and Disclosure Act of 1959 (LMRDRA or Landrum-Griffin) requires that your affiliate's delegates and alternates be elected by secret ballot because NSO officers and/or Region Directors will be elected at the Representative Assembly. For a complete copy of the law, or if you have specific questions regarding the election of your delegates, feel free to call me at (916) 207-6856 or you may contact your respective Office of Labor-Management Standards, U.S. Department of Labor. Additionally, Article IX, Section 4 of the NSO Constitution requires that "Delegates and Alternates to the Representative Assembly shall be elected by affiliate members with open nominations voting by secret ballot. Delegates and alternates shall be reported to NSO by May 14th.

The Affiliate President or another duly elected leader must certify that affiliate delegates and alternates are elected in accordance with NSO Constitution and the Landrum-Griffin Act. **No Delegate or alternate will be seated unless elected to be a delegate in accordance with these provisions. Under no circumstances can delegates be appointed.**

2018-2019 Proposed Budget: In accordance with the 2004 Representative Assembly, New Business Item #04-05, the NSO 2018-2019 Proposed Budget is enclosed for your review. A copy of this budget will also be in the Delegate Handbook. Once again, NSO will host a Budget Hearing on Thursday, June 7 from 4:05-4:50 p.m. Please check at the NSO registration desk for room location.

New Business Items: The deadline for the submission on New Business Items (NBI's) is Friday, June 8 before 4:00 p.m. Instructions on how to submit a New Business Item (including the form) is enclosed. Completed NBI's are to be returned to me before the deadline mentioned above.

2018 RA Delegate Handbook: In accordance with New Business Item #13-07, the 2014 *RA Delegate Handbook* will be distributed electronically to affiliate presidents for distribution to their respective delegates around the mid- to end of May. The Delegate handbook will no longer be distributed in bulk to affiliate presidents. Limited hard copies will be available at the NSO Registration desk.

If you should have any questions about the Representative Assembly, please do not hesitate to contact me at [\(916\) 207-6856](tel:9162076856) or email at dawnbasurto@gmail.com.