



## **RN, Professionals and Attending Physicians 2013 Contract Re-opener and Gain-sharing Distribution**

### **RATIFICATION PROCEDURES**

**February 18, 19 and 20, 2014**

#### **VOTING PROCEDURE**

At a sign-in table at the announced Ratification Meetings, members of the bargaining unit will be asked to show photo ID and then will be instructed to sign their name next to their printed name on the RN, Professionals or Attending Physicians sign-in sheet. If their name is not on the sign-in sheet, they will complete the challenged ballot procedure below. After signing in, the voter will receive an appropriate RN, Professionals or Attending Physicians ballot. The voter will be allowed to vote privately anywhere in the room. Voters will not be allowed to leave the room with a ballot. After a voter has marked his/her ballot, the voter will place the ballot in the appropriate RN, Professionals or Attending Physicians Ballot Box. Ballots for each of the three contracts will be different colors and the Ballot Boxes will be marked with the respective color and Bargaining Unit name.

#### **BALLOT SECURITY**

Unused ballots will be kept securely in an envelope at the sign in table and removed individually from the envelope only when being issued to a voter. The poll workers will ensure that all ballots and sign-in sheets are secure and that no one is able to obtain a ballot without signing in.

#### **MEETING**

During the announced times, meetings will be conducted during which all bargaining unit members will be allowed to participate in questions and answers and voting.

#### **REVIEW OF TENTATIVE AGREEMENTS**

The tentative agreements will be available for review at the meetings. They are also available for review at [www.seiu1991.org](http://www.seiu1991.org).

#### **CHALLENGED BALLOT PROCEDURE**

If a person's name does not appear on the sign-in sheet, he/she will be asked to complete a challenged ballot. He/she will print his/her full name and unit and signature on a blank line on the sign-in sheet. The voter will be issued a RN, Professionals or Attending Physician ballot, a secret ballot envelope and an envelope marked "Challenged Ballot." The voter will mark his/her ballot, place the ballot in the secret ballot envelope and seal it, and then place that envelope in the "Challenged Ballot" envelope and seal it. Over the seal of the Challenged Ballot envelope the voter will print his/her full name and unit and signature. The voter will place the envelope in the correct Ballot Box.

#### **BALLOT BOX SECURITY**

At the conclusion of each voting period at each site, the ballots will be tallied in front of observers and then sign-in sheet will be placed in the respective Ballot Box/Envelope and the Box/Envelope will be sealed with tape. The Poll Worker and any witnesses will sign their names over the tape.

The final ballot count will be announced on Thursday, February 20 at 5pm at the union office.

#### **BALLOT COUNTING**

Ratification ballots will be counted and results publicly announced at the end of each ratification meeting, and at the SEIU Local 1991 Union Office (18441 NW 2<sup>nd</sup> Avenue, Suite 502, Miami Gardens, FL 33169 at 5 p.m. on Feb. 18, 19 and 20. All bargaining unit members may vote regardless of membership in the union and the count is open to all bargaining unit members and the public.