



**TRANSPORT WORKERS UNION OF AMERICA, AFL-CIO**  
**LOCAL 250-A**

**OCTOBER 8, 2019 SPECIAL ELECTION**

**To All Members of Local 250-A, Transport Workers Union of America, AFL-CIO:  
Official Notice of Nominations and Election of Local Officers, Executive Board Members and Division Officers, and Election Rules**

The Administrator duly appointed by the TWU International to administer the affairs of Local 250-A, in accord with the TWU Constitution, hereby announces a Special Mail Ballot Election, with ballots to be mailed out on November 25, 2019, and counted on December 13, 2019. The purpose of the Special Election is to enable the members of Local 250-A to elect the Local Officers, Executive Board Members and Divisional Officers to whom the Administrator will turn over the affairs of the Local on January 2, 2020, following which Local 250-A will be governed by its Officers and Executive Board in accord with the TWU Constitution and Local 250-A's Bylaws. The mailing out and counting of the ballots will be conducted by the American Arbitration Association (AAA).

**Period of Nominations:**

October 30, 2019 - November 8, 2019

**Important Election Dates:**

November 25, 2019: Ballots to be mailed to all members in good standing by AAA

December 12, 2019: All ballots must be delivered to AAA before 5pm

December 13, 2019: Count of Ballots, at a place to be designated by AAA

**Officers to be Elected:**

Executive Officers to be Elected at large by All Members in good standing of Local 250-A:  
President  
Financial Secretary-Treasurer  
Recording Secretary  
Executive Vice President

**Officers to be Elected by Division:**

Executive Board Member and Chairperson of Kirkland  
Executive Board Member and Chairperson of Potrero  
Executive Board Member and Chairperson of Woods  
Executive Board Member and Chairperson of Green/MME  
Executive Board Member and Chairperson of Presidio  
Executive Board Member and Chairperson of Cable Car  
Executive Board Member and Chairperson of Flynn  
Executive Board Member and Chairperson of Islais Creek  
Executive Board Member and Chairperson of Miscellaneous  
Vice Chairperson for each of the above listed Divisions and Secretary for each of the above listed Divisions.  
The Division Chairpersons of the largest three Divisions shall each, by virtue of their office, be Vice Presidents of the Local.  
The Division Chairpersons of the other Divisions shall each, by virtue of their office, be members of the Local Executive Board.

**Convention Delegates:**

The four (4) Executive Officers Elected by the Local 250-A membership at large shall be delegates to the TWU International Convention to be held in 2021.  
(the Local will hold a separate local wide election for eligible members for the remaining convention delegate positions not more than 90 days but not less than 60 days prior to the convention)

**Eligibility:**

Any member who has been in continuous good standing in the Local Union for a period of twelve (12) months immediately preceding nomination shall be eligible for nomination. Any member who does not meet this continuous good standing requirement shall NOT be eligible for nomination. Because this is a Special Election the past eligibility qualifier of 50% meeting attendance requirement is being waived for this Special Election. The eligibility of each nominee will be determined by the Election Committee in accordance with these rules, the Local By-Laws and the International Constitution. Any nominee who is determined to be ineligible will be promptly notified by the Election Committee together with the reason for ineligibility. Such notifications shall be made no later than November 13, 2019. Any appeal must be made within fifteen (15) days of notification of ineligibility and should be delivered, in writing (e-mail permitted) to the Administrator of Local 250-A, either at the Local 250-A Headquarters, 1508 Fillmore St., Suite 211, San Francisco, California 94115, or sent by e-mail to [administratorlocal250a@twu.org](mailto:administratorlocal250a@twu.org). If there is to be any opportunity to consider the appeal prior to construction of the ballots, the appeal should be delivered within 48 hours of the notification of ineligibility. Any further appeal is to the TWU International Committee on Appeals and must be made in accord with Article XXII of the TWU Constitution.

**Nominations:**

Nominations for any office shall be by petition only. Each candidate for the Local Office of President, Financial Secretary-Treasurer, Recording Secretary or Executive Vice President shall require at least one hundred (100) signatures of members in good standing on his/her nomination petition.

Each candidate for Division Office, including candidates for Chairperson, as well as Vice Chairperson and Secretary positions, shall require at least ten (10) signatures of members in good standing in his/her particular Division on his/her nominating petition. Each candidate will be permitted to be nominated for one office only.

Nominating petitions will be available at Local 250-A Headquarters, 1508 Fillmore St., Suite 211, San Francisco 94115, from October 30, 2019 until November 8, 2019, between the hours of 7am to 3pm, except for the intervening Saturday and Sunday.

Nominating petitions may be obtained only by members in good standing who are running for office. The number/amount of petitions taken will be documented and the member obtaining petitions must sign for them when he/she takes them out, and must complete and sign the statement at the bottom of each petition when he/she returns it. Failure to do so will invalidate the petition. All petitions blank or otherwise must be returned by the member who obtained them no earlier than 7am and no later than 3pm by November 8, 2019. Nominating petitions will not be accepted after 3pm on November 8, 2019.

Nominating petitions must contain the printed name and signature of the member signing the petition and must contain the member's ID number/Cap number, job classification number, Division/Section of the member signing the petition.

Nominating petitions must contain names and signatures signed in ink.

Names and signatures not in ink shall not be deemed valid signatures.

Duplicate signatures shall not count. This means that a member who signs a petition for more than one candidate for the same position invalidates all his/her signatures for that position.

**Candidate Acceptance:**

Each candidate for any office shall be required to sign a Candidate Acceptance Form. Candidate Acceptance Forms must be signed in full and the full name must be printed exactly as each candidate wishes it to appear on the ballot. The forms, which shall be made available to a candidate upon receiving his/her petitions in person at the time he/she does so, shall be signed at the Local 250-A Headquarters, 1508 Fillmore St, Suite 211, San Francisco, CA 94115 no later than November 8, 2019, 3pm (though anyone arriving at the office by 3pm on that date to sign the Candidate Acceptance Form shall be deemed to have made a timely signature).

**Complaints Regarding Improper Conduct:**

Any member who believes that the election was improperly conducted, or was wrongly flawed by reason of improper conduct by any candidate or his/her supporters, may file a complaint regarding the improper conduct alleged as soon as possible, and no later than fifteen (15) days after the results of the election have been made known.

The complaint may be filed with the Election Committee, either by personal delivery of a written hard copy to Local 250-A Headquarters, or by e-mail to [administratorlocal250a@twu.org](mailto:administratorlocal250a@twu.org). Any complaint filed with the Administrator of the Local, as provided for in Article XV Section 8 of the TWU Constitution, shall be referred for initial decision to the Election Committee. The Election Committee may seek such information as it needs from the parties involved in the complaint, and shall deliver its decision, which may include remedies for whatever improper conduct it has found. During the pendency of the election, and afterwards until the Local is restored to the elected officers to run, and the period of administration by the International terminated, a member dissatisfied with the decision may appeal it within fifteen (15) days to the Administrator of the Local, by delivery of the appeal in written form to Local Headquarters, or by e-mail [administratorlocal250a@twu.org](mailto:administratorlocal250a@twu.org). Any appeals not yet dealt with by the Administrator when the period of administration ends shall be referred by him to the newly elected Local 250-A Executive Board for decision, and at that time any further appeals that are still timely shall be to the Local Executive Board. Any appeals from the decisions of the Trustee or the Local Executive Board shall be to the International Committee on Appeals, in accord with Article XXII of the TWU Constitution.

#### **The Election:**

The Election will be by secret mail ballot, with the ballots sent out on November 25, 2019, to the mailing list of good standing members in the possession of Local 250-A as of October 31, 2019. The ballots will be counted on December 13, 2019. To be counted, a ballot must be delivered to the American Arbitration Association (AAA) at 1 Sansome Street, Suite 1600, San Francisco CA 94104 no later than 5pm, December 12, 2019.

#### **American Arbitration Association:**

The AAA will administer both the mailing and the counting of the ballots. Any member who does not receive a ballot within four (4) days of the November 25, 2019 mailing of the ballots should contact AAA at (800) 273-0726

#### **Eligibility to Vote:**

To be eligible to receive a ballot and vote in the election, a member must be in good standing as of October 31, 2019. Any member who is not in good standing on that date as a result of failure to pay his/her financial obligations to the union may pay his/her arrears and request a ballot from the AAA. Ballots received from such members will be counted.

Any question by a member regarding his/her eligibility to vote should be directed to the Election Committee, which shall request that the AAA provide a ballot to any member who is eligible to vote but was omitted from the mailing list provided to the AAA.

#### **Addresses:**

Members are reminded that under the TWU Constitution, it is their obligation to provide the Local with their up to date mailing address. The quality of the mailing list provided to the AAA, as well as the ease with which members receive their ballots, depends on members fulfilling this obligation.

#### **The Ballot:**

Each member in good standing will receive, by mail, a ballot that enables him/her, by following the voting instructions provided to him/her, to vote both for the four (4) Local wide Executive Officers and for the officers nominated for their Division only.

#### **The Mailing and Return of Ballots:**

Ballots will be mailed on November 25, 2019 by the AAA. Enclosed with the ballot mailed to each member will be two (2) envelopes. The words "Secret Ballot--Officer Election and Divisional Election" will be printed on one envelope. The other envelope will be an addressed return envelope, with postage prepaid.

Each ballot must be voted in accord with the instructions printed on it.

Having voted, the member must place his/her marked ballot in the appropriate secret ballot envelope and seal it. Any mark on the secret ballot envelope which could identify the voter will void the ballot.

The voted ballots must be mailed, and post marked by the USPS so as to arrive at the AAA Office before 5pm on December 12, 2019. No ballots may be returned to AAA in person.

#### **The Count:**

The Count of the returned ballots will commence at 9am on December 13, 2019, at the Local 250-A Office or at another location to be chosen by the AAA and the Election Committee. The count will continue until completed, with breaks for meals and rest as the AAA may decide.

No fewer than three (3) days before the Count, the Election Committee shall cause to be placed on the Local website the place and time for the Count, and any instructions that may be appropriate for facilitating the candidates' observers in fulfilling their role in the Count. The results of the Count shall be formally communicated by the AAA to the Election Committee as soon as it is completed.

**Observers:**

Each candidate may designate, in writing, signed by him or her, any member in good standing to act as an observer for them at all stages of the counting of the ballots.

At the count, each candidate may have one observer at any one time. The AAA may, depending on space considerations, permit the candidates to have an additional observer. A candidate may serve as his/her own observer, should he/she so choose.

**Certification:**

As soon as practicable after the count has been completed, and any relevant protest is decided, the Election Committee shall certify the results of the election, and shall communicate that certification to the Administrator of Local 250-A. Unless otherwise decided before January 2, 2020 as a result of any appeal to the Administrator, the officers who take office on January 2, 2020 shall be those who are certified by the Election Committee as having won their elections.

A simple plurality shall be sufficient for election, in accordance with Article XV of the TWU Constitution. In the event of a tie vote for a given position, there will be a run-off election conducted between the top two (2) candidates for the position.

A member in good standing may appeal from any one or more of the election results certified by the Election Committee by appeal filed with the Administrator within fifteen (15) days of the certification. The appeal shall either be in writing and delivered to the Local 250-A Headquarters, or sent to him by e-mail [administratorlocal250a@twu.org](mailto:administratorlocal250a@twu.org). Any such appeal that has not been decided by January 2, 2020 shall be transferred for decision to the Local Executive Board and decided by them. Any appeals to the International shall be in accord with Article XV and XXII of the TWU Constitution.