

SEIU

Local 1 Canada



NURSING

RPN DIVISION

CONSTITUTION

Adopted on August 20, 2008

www.seiulocal1.org/nursing

SEIU Local 1 Canada **RPN Division Constitution**

Governance

The Registered Practical Nurses Division is governed by the SEIU Local 1 Canada Constitution under Article 5.5 and Appendix B

Mission

The SEIU Local 1 Canada RPN Division will work to enhance, promote and protect the role of the Registered Practical Nurse in all practice settings.

Vision

We as a Division envision a workplace free of professional discrimination, where RPNs are fully utilized, valued and adequately compensated for their knowledge, skill, judgment and their vital contribution to health care.

Mandate

- Provide Division report at each Executive Board meeting and at the SEIU Local 1 Canada Convention
- Develop recognition of the RPN Division at the Local level
- Educate RPNs to further understand how trade unionism develops through professional practice, organizational power and through the enforcement of collective bargaining agreements
- Address the professional/clinical needs of RPNs
- Promote and expand nursing education as it relates to standards of nursing practice and RPN utilization
- Empower RPNs through unity and collective action
- Organize and recruit RPNs for SEIU Local 1 Canada campaigns

Membership in the Division

Membership shall consist of all RPNs in SEIU Local 1 Canada

Convention

The RPN Division Convention will take place in 2010 and every three years after to plan and review Division activities, as well as the effectiveness and productivity of the Division structure. The convention will have an educational component included. Delegates must meet eligibility criteria as per 4:11 of the SEIU Local 1 Canada Constitution.

Amendments to the Constitution or Bylaws may be made by a motion from the floor at the Division Convention.

Voting

Changes to the RPN Division Constitution and Bylaws will require approval of 51% of the delegates to the RPN Division Convention.

Division Structure

Division Chair
Recording Secretary
Co-chair and Alternate C-chair for each region
Regional Committee members
RPNs holding Executive Board positions

Provincial Committee

The Provincial Committee will be the governing body of the Division.
The current Provincial Committee consists of RPNs holding Executive Board positions and RPN Regional Co-chairs elected by RPNs at the SEIU Local 1 Canada Convention in 2007.

RPN Division Elections

Effective 2010 elections will be conducted at the RPN Division Convention.

Order of Election

Chair of Division
Recording Secretary
Region Co-chairs
Committee members from each Region
Alternate co-chairs from each Region (if required)

In the event that diversity is not achieved through the election process, the Provincial RPN Committee shall select up to two RPNs who are able and willing to represent targeted groups, giving consideration to recognized minorities.

If the office of Chair is vacated a new Chair will be elected among the Regional Co-chairs.

Regional Committee members will be elected from the delegates at the convention from their region, with responsibilities as stipulated in Article 1 of the Bylaws.

Any positions that remain or become vacant will be appointed by the Division Chair. Regions with more than 1 committee member will elect an alternate co-chair from the committee members. Regions with one committee member, that member will serve as the alternate.

Regional Committee Structure

The RPN Regional Committees will be comprised of the following representation:

Region 1	Co-chair 1 Northwest Committee member (West of Sudbury) 1 Central Committee member (Sudbury to North Bay and everything to the North) 1 Northeast Committee member (east of North Bay and south to Napanee)
Region 2	Co-chair 1 Committee member
Region 3	Co-chair 1 Committee member
Region 4	Co-chair 5 Committee members
Region 5	Co-chair 1 Committee member
Region 6	Co-chair 2 Committee members
Region 7	Co-chair 1 Committee member

Meetings

Meetings of the RPN Division will be in accordance with the bylaws. All decisions will be by consensus.

The Chair may participate in any meetings of the Division.

Finances

The RPN Division budget will cover the cost of Division meetings, regional meetings, the RPN Division Convention, the newsletter, communication packages and Nursing Week expenses. Unbudgeted expenditures necessary to carry out the mandate and objectives of the RPN Division must be approved by the SEIU Local 1 Canada Executive Board.

Fiscal Year

The fiscal year of the Division will coincide with the fiscal year of SEIU Local 1 Canada.

SEIU Local 1 Canada
RPN Division Bylaws

Article I

To hold a position on the Provincial or Regional Committees within the Division the following role and commitment is mandatory:

Division Chair

The Division Chair will oversee the Division and the Region co-chairs and will serve as a Division Vice President on the SEIU Local 1 Canada Executive Board

Recording Secretary

The Recording Secretary shall be responsible for all minutes of the Provincial Committee meetings and for any duties assigned by the chair

Regional Co-chair

The Co-chair will be responsible to:

(The alternate is responsible for these duties in the absence of the co-chair)

- Report to Regional Committee members the work required to carry out the mandate as per the Constitution and Bylaws.
- Work with the Regional Committee to carry out the action plan as set out in the responsibilities and objectives.
- Attend meetings in accordance with the Division constitution and bylaws
- Report at the Division meeting on RPN issues in their region
- Assist the Chair in the arrangement and agenda for Regional meetings as outlined in the bylaws
- Identify and update as needed the RPN contact information for the region
- Work with RPN contacts to ensure that communication is distributed in their region
- Chair meetings as outlined in the bylaws
- Recruit active RPNs in the Region to run for positions at the CNO
- Assist the chair of the Division as requested

Regional Committee Members

The Regional Committee members will be responsible to:

- Attend regional meetings

- Identify and update as needed the RPN contact information for the region
- Report RPN related issues on professional practice, utilization and scope of practice within their workplace or region to the Region Co-chair
- Work with the Regional Co-chair to carry out the action plan as set out in the regional objectives.

Article II

Meetings

- The Provincial Committee will meet on the second Monday of February, June and December. The December meeting will be a conference call with the Regional Committees to set the action plan for the following year. Workplace leaves will not be requested for the December meeting.
- There will be regional meetings held in April and October. Regional meeting locations will vary throughout the region to allow for greater member participation. They will be chaired and organized by the Co-chair from the respective region. The Chair of the Division may attend any regional meeting. The meeting schedule will be determined on the December conference call and will be posted throughout the Division as well as noted in the newsletter.
- The Regional Committees will communicate to the unit contacts in their region about the Division's activities immediately following meetings.
- Telephone conferences are considered to be a viable forum for meetings.

Article III

Regional Objectives

Regional Co-chairs will work with their respective committee members to achieve within the regional structure the following objectives;

- Recruit a RPN contact in each workplace
- Develop a regional report for distribution to RPNs in the region. The RPN workplace contact will be responsible for distribution of the report. The Provincial Committee will identify from the regional reports articles to be submitted for the RPN newsletter
- Identify changes and trends in the nursing profession and in the health care industry within their region

- Identify and communicate continuing professional education opportunities and union courses for RPNs
- Advocate for the development of professional practice bodies in each workplace
- Identify workplace RPNs who participate on Professional Practice councils in their workplace
- Create links with RPNs from professional practice bodies to share information and reports with the regional committee
- Ensure that pay equity plans where applicable are being properly administered
- Ensure that issues are being addressed and assist the SEIU Local 1 Canada research department to obtain any material requested for bargaining
- Distribute bargaining surveys and encourage the input of RPNs in their region
- Review existing contracts in preparation for negotiations and analyze and modify contract language, formulate proposals, and make recommendations
- Ensure the participation of RPNs in the region on any lobby effort with the provincial and federal governments
- Identify areas of political involvement to promote the interests of the nursing profession, the RPN Division and the union in the region
- Promote and provide support to regional RPNs standing for election to the College of Nurses
- Educate and advocate public awareness for quality care provided by RPNs
- Develop ways to ensure and maximize safe patient focused care
- Advocate for staff input into policy decisions affecting patient care
- Work in collaboration wherever possible with front line RPNs to enhance, promote and protect the role of the RPN
- Network within the Local, Canada, United States and with other nursing unions and professional organizations to raise the awareness of nursing issues



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