

2024 Committee Recommendations:
Do Pass _____ Pass as Amended _____
Do Not Pass _____ Held in Committee _____

Employee Representation (ER #2)

- 1 **Subject:** Chief (Lead) Steward Expectations
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3 Carter Jafri, Andrea Clark, Jo Hickerson, Steve Emerson & Martin Ramirez
4 **Submitted by:** Stewards Committee
5
- 6 **WHEREAS,** effective Local stewardship is essential to the growth and strength of our
7 Union, and
8 **WHEREAS,** Chief/Lead Stewards are particularly important for membership
9 recruitment, outreach, and support, and
10 **WHEREAS,** while many, but not all, Local bylaws already include some of the duties of
11 Chief/Lead Stewards, the Union has not established consistent expectations and
12 responsibilities for Chief/Lead Stewards, and
13 **WHEREAS,** the Union has a responsibility to support the work of Chief/Lead Stewards,
14 and
15 **WHEREAS,** consistent, defined expectations and responsibilities improve the
16 accountability and performance of Chief/Lead Stewards.
17
- 18 **THEREFORE, BE IT RESOLVED,** that the Union shall amend its Bylaws as follows:
19 ARTICLE XVI – Union Stewards
20 ...
21 Section 6. Expectations of Chief/Lead Stewards
22 a) Building membership and reaching out to non-members
23 b) Direct representation of bargaining unit members, including assigning stewards
24 for representation as appropriate
25 c) Recruiting, developing and supporting Stewards
26 d) Chief/Lead Stewards will be stewards with core competency in contract
27 enforcement, or who can develop core competency in contract enforcement within
28 six months of their election/appointment
29 e) Chief/Lead Stewards will attend the Chief Stewards training
30 f) Following the SEIU Code of Ethics and Conduct and maintaining the
31 confidentiality of sensitive issues
32 g) Ensuring regular access to contract and bargaining information to stewards and
33 employees within the bargaining unit
34 h) Shall keep appropriate documentation of grievances and communicate regularly
35 with the Contract Enforcement Team
36 i) Shall communicate Standard Operating Procedures for steward referrals from
37 their Sub-Local to the Contract Enforcement Team and Sub-local stewards and
38 leadership

- 39 j) Recruiting other member leaders, including encouraging new leaders to run for
40 office, with an emphasis on the diversity and equity of the Local's leadership
41 k) Chief/Lead Stewards shall be provided with an official SEIU503.org email
42 address.
43 l) Other duties as included in Local bylaws.

IMPACT STATEMENTS

Financial: This would be incorporated into our current steward program, so there would not be a financial impact.

Equity: No impact

Legal: Possible impact. May create new duties for some Chief/Lead Stewards, depending on existing duties at the sublocal level. Possibly some overlap of duties with other sublocal representative positions.

Political: No impact.