Dear NWSEO Member,

This is your annual notice of the NWSEO Convention and upcoming officer elections. This letter provides information about our 47th Annual NWSEO National Convention in New Orleans, LA. Additionally, this letter will detail the instructions and procedures for the annual elections for Branch Steward, Branch Vice Steward, Regional Chairperson, Regional Vice Chairperson, Convention Delegate, and Convention Alternate Delegate. NWSEO will post this letter on our website at nwseo.org.

**Convention Information**

You are invited to attend the 2022 NWSEO National Convention at Harrah’s New Orleans Hotel on November 7-8, 2022 (Monday-Tuesday). Harrah’s New Orleans Hotel is located at 228 Poydras Street, New Orleans, LA 70130. Attendance to the annual convention is free. Transportation, lodging, and most meals are at your own expense. NWSEO will provide lunch on both days of the convention and a banquet dinner on Monday evening, November 7th. Convention sessions generally begin at 8:00 am and end around 5:00 pm each day. Tentative convention agenda topics are included on page 7.

If you plan to attend the convention, you are responsible for making your own hotel reservations. NWSEO has negotiated the room rate of $157/night. All reservations must be guaranteed with a deposit for the first night’s guestroom and tax charge. In addition to the daily cost of each room, there is a daily resort fee of $19.99 per night, single or double occupancy. This fee includes unlimited local phone calls, two guest admissions per day to the Fitness Center and in-room internet access for two devices. **Room reservations must be made by Friday, October 7, 2022.** Hotel reservations can be made by individual attendees directly by using this link: 2022 Convention. If you prefer to make your reservations by phone, call (877) 466-7847 to secure a reservation under group code S11NWS2.

In an effort to assist members with convention transportation and lodging expenses, there is a Recruitment Incentive available: any NWSEO member who recruits two (2) or more new members to join using the Form 1187 for payroll deduction (not by credit card) by July 31, 2022 will be eligible for reasonable airfare*, three (3) nights lodging, and approved group meals for the 2022 National Convention. *In order for airfare to be reimbursed, you must be able to provide documentation that it is the lowest available airfare rate. Printed copies of airfares from Expedia or other travel sites will serve as documentation.
Election Information

NWSEO consists of regions that are a branch or a group of branches recognized within the NWSEO. Each NWSEO Branch is required to elect a steward, vice-steward, convention delegate and convention alternate delegate on an annual basis. A NWSEO Branch refers to a recognized group of active members in good standing within a facility of the National Weather Service (NWS), the National Environmental Satellite, Data, and Information Service (NESDIS), NOAA Office of General Counsel, Aircraft Operations Center (AOC), or Atlantic Oceanographic and Meteorological Laboratory (AOML). This year’s election activities also include the election of Regional Chairpersons and Regional Vice Chairpersons, which are two-year terms. Any regional election with two or more candidates for office will be conducted by direct ballot of each NWSEO member in that region.

Any member may attend the convention, participate in discussions, and vote. If a member does not attend, then the member’s vote will be cast either by the branch delegate or alternate delegate. Each convention delegate votes on all matters that come before the convention, with one vote for each NWSEO member in the branch or branches that delegate represents. If an elected delegate is not present at the convention for a vote, then the alternate delegate may cast the delegated votes.

You do not have to be elected as a delegate or an alternate delegate to attend the convention. If you attend the convention and are not a delegate, you may cast your own vote, and the delegate elected for your branch may not cast a vote on your behalf for your branch.

2022 Elections Procedures

1. Nomination Procedures – due by Friday, May 27, 2022

A. Branch Steward/Vice Steward Nominations. If you are a member in good standing of a Branch, you may nominate yourself or any other member from your local branch for the position of Branch Steward or Vice Steward.

Nominations must be in writing, dated and signed by the member making the nomination and sent to the local Branch Steward or designee, Regional Chairperson, and appropriate Credentials Committee member (page 6) by the deadline above. Email nominations are acceptable.

B. Convention Delegate/Alternate Delegate Nominations. If you are a member in good standing, you may nominate yourself or any other NWSEO member within your NWS region to serve as a convention delegate or alternate delegate for a Branch or Branches within your NWS region or NWSEO bargaining unit. Each NWS region consists of multiple NWSEO Branches. Other NWSEO bargaining units (AOC, AOML, NESDIS and NOAA Attorneys Guild) have their own Branches.

All nominations must be in writing, dated and signed by the member making the nomination and sent to the local Branch Steward or designee, Regional Chairperson and appropriate Credentials Committee member (page 6) by the deadline above. Email
nominations are acceptable. You may be nominated for convention delegate or alternate convention delegate for more than one Branch within your region. If you are a convention delegate or alternate convention delegate by unopposed nomination or election, please plan to attend the convention.

You may obtain the names and email addresses of current Branch Stewards by contacting me at membership@nwseo.org, or from the NWSEO website.

C. Regional Chairperson/Vice Chairperson Nominations. If you have been a member of NWSEO since September 2021, you may nominate yourself to run as a candidate for regional office. Regardless of how long you have been a NWSEO member, you may nominate any other union member in your region as a candidate for regional office provided that the person you nominate has been a member since September 2021. If you nominate someone for Regional Chairperson/Vice Chairperson, please contact your nominee(s) to ensure they accept the nomination.

All nominations for Regional Chairperson and Regional Vice Chairperson are to be made in writing, sent via certified or registered mail and postmarked no later than Friday, May 27, 2022, to:

John Werner, National President
National Weather Service Employees Organization
c/o Emily Roy
6585 HWY 431 S. Ste E - 183
OCR, AL 35763

Please note email nominations are NOT acceptable. Once received, NWSEO will contact nominees to verify they accept their Regional Chairperson/Vice Chairperson nomination.

2. Voting Procedures

A. Steward, Vice Steward, Convention Delegate and Alternate Convention Delegate. If there is only one nominee for a position, there is no need to hold an election with secret ballots. That one nominee is automatically “elected.” In this case, please provide an election update to your Regional Chairperson and your assigned Credentials Committee member immediately after nominations close on Friday, May 27, 2022.

If more than one member is nominated for any branch office (Branch Steward/Vice Steward), convention delegate, or alternate delegate, the current Branch Steward must conduct a secret ballot election by preparing a ballot with the names of the nominees for each position listed individually and mailing the ballot to the member’s home address. Balloted elections for offices with more than one nominee is not optional; the Branch Steward must hold an election. If this is not done, NWSEO may be found in violation of Federal Law and could be subject to enforcement action by the U.S. Department of Labor.
The Branch Steward will provide a sealed ballot box in a central location by Friday, July 22, 2022. Members will return their ballot to this ballot box. Please do not sign or otherwise identify yourself on your ballot. Although it is not required, it is recommended that the Branch Steward convene a local NWSEO meeting for the purpose of opening the ballot box and counting the ballots.

Each nominee has the right to have an observer at the polls and at the tallying of the votes per Article 8, Section 1 of the NWSEO Constitution. The counting of the ballots should take place as soon after Friday, July 22, 2022, as possible. The current Branch Steward is responsible for counting the ballots and all ballots must be sent to the Credentials Committee for certification of the results. The Branch Steward may obtain the assistance of the Vice Steward in counting the ballots and notifying all parties of the election results.

Candidates will be notified of the results immediately. The elected Branch Steward is responsible for reporting the results.

Due to facility access limitations as a result of the present COVID-19 pandemic, if you must conduct a secret ballot election, contact me at membership@nwseo.org and Karleisa Rogacheski at karleisa.rogacheski@gmail.com immediately after the close of nominations for more information on conducting secret ballot elections.

B. Regional Chairperson and Vice Chairperson. If there is only one nominee for each regional office, there is no need to hold an election. The nominees are automatically “elected.” If there is more than one nominee for regional office, there must be a secret ballot election held.

Secret ballot elections for regional officer elections will be conducted by the American Arbitration Association (AAA). Paper ballots will be distributed to all members in that region by July 29, 2022. The ballots sent by AAA will include all the confirmed nominees for each regional office. Instructions for completing the ballot will be included on the voting form; please follow those instructions carefully. Please do not sign or otherwise identify yourself on your ballot.

Completed ballots must be received by September 15, 2022, to be counted by AAA. AAA will count the received ballots on September 15, 2022. Each candidate has the right to have an observer at the polls and at the tallying of the votes per Article 8, Section 1 of the NWSEO Constitution.

3. Reporting Elections Results for Branch Steward, Branch Vice Steward, Convention Delegate and Alternate Convention Delegate

There are two steps for Branch Stewards to follow in reporting the election results:

A. Announce the election results locally to your members and notify your Regional Chairperson and Credentials Committee member.
B. Complete the “Designation of Delegate” form on page 8 and mail it to your Credentials Committee member listed on page 6. Provide a copy of the “Designation of Delegate” form to the delegate that you have elected. Email notification of the convention delegate to the Credentials Committee is acceptable in lieu of a dated and signed “Designation of Delegate” form.

NWSEO By-Laws, Article IX, Section 2 states in part: “A newly elected Branch Officer will take over the position to which he/she was elected at the end of the meeting at which the election was held.” **It is the responsibility of the new Branch Steward to ensure that the notification of election results is made.**

4. **Reporting Elections Results for Regional Chairperson and Regional Vice Chairperson**

The Regional Chairperson and Vice Chairperson election results will be announced at the NWSEO Convention where the Credentials Committee will report the number of votes cast for each candidate. The winners of the regional elections will take office at the end of the convention.

**Campaign Rules**

It is against the Department of Labor regulations to campaign for NWSEO office, to make nominations, or to solicit votes as a delegate from another branch using NWSEO stationery, NWSEO postage, a NWSEO email account, or otherwise at any NWSEO expense. It is a violation of Federal Law to campaign using any government property, including NWS or any other NOAA telephones, stationery, or email.

It is permissible for a Branch Steward to use NWSEO stationery, postage, or telephone to conduct the local election, i.e., preparation or mailing of ballots, or notification of results. A Branch Steward may claim reimbursement for any election expenses that are incurred by submitting a request and appropriate receipts to NWSEO Secretary/Treasurer Chris Jacobson at c.jacobson@nwseo.org. If you become aware of any NWSEO member campaigning at NWSEO expense, you should report the matter immediately to the Credentials Committee representative for your region listed on page 6 of this letter.

The procedures above are required by the NWSEO Constitution or By-Laws or have otherwise been approved by NWSEO’s National Council to ensure fair and democratic elections. If you become aware that any of these procedures are not being complied with, you should first discuss the matter with your local Branch Steward. If this does not correct the problem, please contact me at membership@nwseo.org.

Very truly yours,

Emily Roy
NWSEO Chief Financial Officer and Director of Membership
Credentials Committee Members and Assignments

If an election is held, ballots must be sent to the Credentials Committee for certification of the results. (Email notification of the convention delegate and alternate convention delegate to the appropriate Credentials Committee member is acceptable in lieu of a dated and signed “Designation of Delegate” form.).

Copies of all nominations for delegate, “Designation of Delegate” forms and hard copy ballots must be mailed no later than Monday, August 8, 2022 to the following Credentials Committee contact for your region:

<table>
<thead>
<tr>
<th>Region</th>
<th>Contact</th>
<th>Email Address</th>
<th>Mailing Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>WR, NESDIS, AR</td>
<td>Karleisa Rogacheski, Chairperson</td>
<td><a href="mailto:karleisa.rogacheski@gmail.com">karleisa.rogacheski@gmail.com</a></td>
<td>850 S. Gadsden Street Unit 710 Tallahassee, FL 32301</td>
<td>(414) 379-1166</td>
</tr>
<tr>
<td>ER, NAG, NCEP</td>
<td>Molly Merrifield</td>
<td><a href="mailto:mollyemerrifield@gmail.com">mollyemerrifield@gmail.com</a></td>
<td>8026 Blue Smoke Dr. Tallahassee, FL 32312</td>
<td>(305) 229-4522</td>
</tr>
<tr>
<td>HQ, PR, AOC, AOML</td>
<td>Jason B. Wright</td>
<td><a href="mailto:jasonbwrightnwseocc@gmail.com">jasonbwrightnwseocc@gmail.com</a></td>
<td>154 Boxwood Drive Franklin, TN 37069</td>
<td>(615) 878-4653</td>
</tr>
<tr>
<td>SR, CR</td>
<td>Aaron Stevens</td>
<td><a href="mailto:aaronsawesomeness@gmail.com">aaronsawesomeness@gmail.com</a></td>
<td>309 Briars Court Bossier City, LA 71111</td>
<td>(318) 636-7345</td>
</tr>
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Tentative Agenda Topics

**Monday, November 7, 2022**
NWSEO President and Executive Vice President Report
Financial Report & 2023 Budget
General Counsel Report
Legislative Report
Training Workshops:
   - Workshop 1: Basic Training for Stewards
   - Workshop 2: NWS Grievances and Arbitrations
   - Workshop 3: NWS Local Office Team (LOTs)/Negotiations
   - Workshop 4: Understanding Your NWS Contract

6:30 pm – 9:00 pm: Banquet Dinner

**Tuesday, November 8, 2022**
Media Relations/Membership, Recruitment and Retention
NOAA Attorneys’ Guild Report
NESDIS Report
New Business
Committee Appointments

*The above topics are subject to change. Information on guest speakers will be provided at a later date.*

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I, ___________________________ certify that the members of Branch __________ elected, according to the rules of the National Weather Service Employees Organization’s Constitution and Bylaws, the following delegate and alternate delegate to vote on any and all matters for the members of our branch, individually or collectively, that might come before the 47th Annual National Convention to be held in New Orleans, LA on November 7-8, 2022.

Delegate-Elect (Please Print): ______________________________________________________

Alternate Delegate-Elect (Please Print): ____________________________________________

Signed: ____________________________________________________________
Branch Steward or Vice Steward

Date: ___________________