

TPOAM Standing Committees March 2009

ADVISORY/NOMINATING COMMITTEE

Reports to the President and Executive Board
Up to 7 members, in addition to the President

Gathers contracts from other organized groups for comparative purposes; conducts information gathering for events and trends of interest, especially as they relate to bargaining; develops, distributes and analyzes member surveys; serves as a nominating committee to solicit candidates for elected positions; creates and maintains procedures for the conduct of committee affairs.

Patrice Matujec_OFFICER
Terry Case
Ida White

ELECTIONS COMMITTEE

Reports to the Treasurer and Executive Board
Up to 7 members plus Tellers, in addition to the Treasurer and President

Composed of elected Tellers and other interested members; creates and maintains procedures for the conduct of elections and committee affairs.

Tonya Scott_OFFICER

Tellers:

Carolyn Daniels
Tera Moon
Virginia Robinson
Denise VanHee

BYLAWS COMMITTEE

Reports to the Secretary and Executive Board
Up to 7 members, in addition to the Secretary and President

Maintains the organizational bylaws (proposes changes in wording when needed, posts proposed changes in advance, introduces motions during membership meetings to recommend needed changes); creates and maintains procedures for the conduct of committee affairs.

Hanan Azzou_OFFICER
Wendell Gramlich
Greg Sherman
Virginia Robinson

COMMUNICATIONS COMMITTEE

Reports to the Vice President and Executive Board
Up to 7 members, in addition to the Vice President and President

Supplies fliers as needed to Stewards; develops signage; maintains the TPOAM website; submits a newsletter to be distributed to members and other interested parties; maintains accurate email list and mailing address list of members; submits ideas to Executive Board for branded materials for members; creates and maintains procedures for the conduct of committee affairs.

Nancy Kusch_OFFICER
Wendell Gramlich

STEWARDS COMMITTEE

Reports to the Chief Steward and Executive Board

Variable number of members, in addition to the Chief Steward and President

Serves as an information conduit between members and the Executive Board; develops, maintains and distributes new employee Welcome packets; monitors departmental bulleting boards; handles grievances for members; attends disciplinary appointments with employees when requested; keeps Executive Board informed through the Chief Steward of pending grievances; recommends through the Chief Steward instigation of grievance or arbitration procedures, creates and maintains procedures for the conduct of committee affairs.

Wendell Gramlich_OFFICER
Andrea Albanice
Tammy Alder
Maria Calhoun
Judith Ventura

Hanan Azzou
Carolyn Daniels
Pat Kidd
Peggy Chapman

BARGAINING COMMITTEE

Reports to the Executive Board

Composed of 2 Executive Board members and 2 elected members

Negotiates contracts with City representatives; receives suggestions from the Advisory Committee, Executive Board, TPOAM Business Agent and members about proposed bargaining issues; works with the TPOAM Business Representative to develop proposals and counterproposals during negotiations; creates and maintains procedures for the conduct of committee affairs.

Patrice Matujec_OFFICER
Nancy Kusch_OFFICER
Terry Case
Wendell Gramlich

Guidelines:

Committees meet as needed.

Members can serve on no more than two committees.

Committee members who miss three meetings in a row will be considered inactive.

Committees will elect a chairman, who will forward notes of committee meetings and activities to the President.

Committees will submit a copy of their procedures (and revisions) to the Executive Board via the Officer assigned to their Committee.

Committee appointments are subject to approval by the Executive Board.