

CONSTITUTION

FOR

LOCAL 685

ARTICLE I

NAME

The name of this local shall be Los Angeles County, California, Probation Department Employees Local Number 685 of the American Federation of State, County and Municipal Employees, AFL-CIO.

ARTICLE II

AFFILIATIONS

This local shall be affiliated with California District Council Number 36 of the American Federation of State, County and Municipal Employees; the California Labor Federation, AFL-CIO and the Los Angeles County Federation of Labor, AFL-CIO.

ARTICLE III

OBJECTIVES

The objectives of this local union shall be to carry out on a local basis the objectives of the American Federation of State, County and Municipal Employees and the following additional objectives and methods:

- A. To promote the organization of workers generally and of public employees in particular.
- B. To advance the social, economic and general welfare of its members.
- C. To foster and promote a liberal and progressive public attitude toward probation services.
- D. To promote efficiency in public service generally and to cooperate in providing efficient service.
- E. To extend and uphold the principle of merit and fitness in public employment.

Section 2:

- A. Cooperation with public officials.
- B. Education of public and its officials to develop a sentiment favorable to probation services and an awareness of its problems.

- C. Promotion of desirable legislation.
- D. Exercise of other lawful means

ARTICLE IV
MEMBERSHIP AND DUES

Section 1. All employees of the Probation Department of Los Angeles County, California are eligible for membership in this local union subject to the requirements of the Constitution of the International Union.

Section 2. Application for membership shall be made on a standard application form. Unless such form includes a valid authorization for payroll deduction of dues, the application shall be accompanied by the current month's dues.

Section 3. The monthly membership dues of this local shall be 1% of the member's gross monthly county salary.

Section 4. Membership dues shall also be payable monthly, in advance, to the local treasurer, and in any event, shall be paid not later than the 15th day of the month in which they become due. Any member who fails to pay dues by the 15th day of the month in which they become due shall be considered delinquent, and upon failure to pay dues for two consecutive months shall stand suspended. Provided, however, that any person who is paying dues through a system of regular payroll deduction shall for so long as she/he person continues to pay through such deduction method, be considered in good standing.

Section 5. A member suspended under the above section may be reinstated to membership upon payment of all arrearages or upon payment of a reinstatement fee of \$2.00 plus the current month's dues.

ARTICLE V
MEETINGS

Section 1. Regular meetings of this local shall be held once each month, at a time and place to be fixed by the membership or the local executive board.

Section 2. Special meetings of the local union may be called by the local executive board, or by petition filed with the president and signed by 10% of the members of the local. Special meetings may also be called by the International President or by an authorized representative of the International President.

Section 3. The quorum for meetings of this local union shall be twenty (20) members, and the quorum for special meetings shall be thirty (30) members in good standing.

ARTICLE VI
OFFICERS, NOMINATIONS AND ELECTIONS

Section 1. The officers of this local shall be a president, a first vice-president, a second vice-president, a field services vice-president, an institutions vice-president, a camps vice-president, a transportation vice-president, a group supervisor vice-president, a MacLaren Hall vice-president, a recording secretary, and a treasurer and these officers shall constitute the local executive board. All other officers shall be elected for a term of two years beginning with the 1999 election.

Section 2. Nominations of officers shall be made by a nominating committee reporting at the general membership meeting two months prior to the election, at which time additional nominations may be made from the floor. At least 15 days' advance notice shall be given the membership prior to the holding of nominations.

Section 3. To be eligible for office, a member must be in good standing for a period of not less than one year immediately preceding the election, and a current employee in the chartered jurisdiction of this local.

Section 4. Officers shall be elected by secret ballot vote in the month of December and the balloting shall be conducted so as to afford to all members a reasonable opportunity to vote. At least fifteen days' advance notice shall be given the membership prior to the holding of the election. The general membership shall vote for the president, the first vice-president, the second vice-president, the secretary and the treasurer. The other vice-presidents shall be elected by majority vote of the members from the specific area designated to each vice-president separately.

Section 5. All matters concerning nominations and elections in this local union shall be subject to the provisions of Appendix D, entitled Elections Code, of the International Union Constitution.

Section 6. Vacancies in office shall be filled for the remainder of the unexpired term by vote of the executive board.

Section 7. Every officer shall, upon assuming office, subscribe to the Obligation of an Officer contained in Appendix B of the International Union Constitution.

ARTICLE VII
DUTIES OF OFFICERS AND EXECUTIVE BOARD

Section 1. The president shall preside at all meetings of the local union and of the executive board. The president shall be an ex-officio member of all committees. The president shall countersign all checks drawn against the funds of the local. The president shall appoint all standing committees and all special committees of the local, subject to the approval of the executive board. The president shall report periodically to the membership regarding the progress and standing of the local and regarding the president's official acts. The president shall be an automatic delegate to conventions to the International Union and Council 36. The president or his designee shall be an automatic to all other conventions.

Section 2. The first vice-president shall assist the president in the work of his office. In the absence of the president or in the president's inability to serve, the first vice-president shall preside at all meetings and perform all duties otherwise performed by the president. The first vice-president may, with the approval of the executive board, be authorized to act as co-signer of checks drawn on the local funds in place of either the president or the treasurer.

Section 3. The second vice-president shall preside at all meetings and perform all duties otherwise performed by the president in the absence of the local union president and first vice-president or in their inability to serve. The second vice-president shall function as chief steward and be in charge of recruitment of new members of the local.

Section 4. The recording secretary shall keep a record of the proceedings of all membership and of all executive board meetings. The recording secretary shall carry on the official correspondence of the local, except as the executive board may direct otherwise. The recording secretary shall perform such other duties as the executive board may require.

Section 5. The treasurer shall receive and receipt for all monies of the local union. The treasurer shall deposit all money so received in the name of the local union in a bank or banks selected by the executive board, and money so deposited shall be withdrawn only by check signed by the president and the treasurer. The treasurer shall prepare and sign checks for such purposes as are required by the constitution or are authorized by the membership or the executive board. The treasurer shall prepare and submit the monthly membership report to the International Union office and see that a check is drawn in payment of the local's per capita tax each month and sent to the International Secretary-Treasurer. The treasurer shall keep an accurate record of receipts and disbursements and shall, once each month, submit to the membership a monthly operating statement of the financial transactions of the local for the previous month. The treasurer shall act as custodian of all properties of the local union. The treasurer shall, at the expense of the local union and through the

International Union, give a surety bond for an amount to be fixed by the executive board of the local union.

Section 6. The field services vice-president shall be the head steward for all field services personnel, to whom grievances shall be forwarded by the field services stewards if they are unsuccessful in resolving the grievances. The field services vice-president shall also be in charge of recruitment of field services personnel.

Section 7. The camps vice-president shall be the head steward for all camp personnel to whom grievances shall be forwarded by the camp stewards if they are unsuccessful in resolving the grievances. The camps vice-president shall also be in charge of recruitment of camp personnel.

Section 8. The institutions vice-president shall be the head steward for all institutions personnel to whom grievances shall be forwarded by the institutions stewards if they are unsuccessful in resolving the grievances. The institutions vice-president shall also be in charge of recruitment of institutions personnel.

Section 9. The transportation vice-president shall be the head steward for all transportation personnel to whom grievances shall be forwarded by the transportation stewards if they are unsuccessful in resolving the grievances. The transportation vice-president shall also be in charge of recruitment of transportation personnel.

Section 10. The group supervisor vice-president shall be the head steward for group supervisors personnel to whom grievances shall be forwarded by the applicable facilities stewards if they are unsuccessful in resolving the grievances. The group supervisor vice-president shall also be in charge of recruitment of group supervisor personnel.

Section 11. The MacLaren Hall vice-president shall be the head steward for all MacLaren Hall personnel to whom grievances shall be forwarded by the MacLaren Hall stewards if they are unsuccessful in resolving the grievances. The MacLaren Hall vice-president shall also be in charge of recruitment of MacLaren Hall personnel.

Section 12. The executive board shall be the governing body of the local union except when meetings of the local union are in session. All matters affecting the policies, aims and means of accomplishing the purposes of the local not specifically provided for in this constitution or by action of the membership at a regular or special meeting shall be decided by the executive board. The board shall meet at the call of the president or of a majority of the members of the board. A report on all actions taken by the executive board shall be made to the membership at the next following meeting. A majority of the members of the executive board shall be required for a quorum. Regular meetings of the executive

board shall be held twice a month or at the call of the president or of a majority of the members of the executive board.

ARTICLE VIII
MISCELLANEOUS PROVISIONS

Section 1. This union shall at all times be subject to the provisions of the constitution of the American Federation of State, County and Municipal Employees.

Section 2. Except to the extent specified in this constitution, no officer of the union shall have the power to act as agent for or otherwise bind the local union in any way whatsoever. No member or group of members or other person or persons shall have the power to act on behalf of or otherwise bind the local union except to the extent specifically authorized in writing by the president of the union or by the executive board of the union.

Section 3. Robert's Rules of Order, Revised, shall be the guide in all cases to which they are applicable and in which they are not inconsistent with the constitution and special rules of this local union or of the American Federation of State, County and Municipal Employees.

Section 4. Judicial procedures on charges, trials, disciplinary action, penalties and appeals shall be in accordance with the International Constitution.

Section 5. The president, with the approval of the executive board, shall appoint a certified public accountant who shall audit all accounts of the local immediately following the close of each fiscal year, or at the direction of the president or executive board, at more frequent intervals. The president shall insure that a report of such audit is made to the membership.

AMENDMENTS

This constitution may be amended, revised, or otherwise changed by a majority vote of the members voting on such proposed change and such change shall take effect only upon written approval of the International President. Proposed amendments to this constitution must be read at a regular or special meeting of the local union and read and voted on at a subsequent meeting of the local union, adequate and proper notice having been given to the membership prior to the date on which the vote is taken. A written copy of the proposed amendment shall be furnished to every eligible voter at the meeting at which the vote is taken.

APPROVED BY:



GERALD W. MCENTEE
International President
Approved: 10/7/08