



memorandum

TO: All Directors, Members-at-Large, Chief, Assistant and General Stewards
FROM: Val Avery, President
DATE: January 25, 2016
SUBJECT: **Call for HSA's Annual Convention**

The [2016 HSA Annual Convention](#) will take place May 6 & 7, 2016. A plenary session precedes the convention, starting at 1:00 pm at the Hyatt Regency in downtown Vancouver. All convention information including delegate entitlement, expense claim and workshop information can be found [here](#).

Convention is the union's annual meeting where chapter representatives from around the province determine the union's direction. Policies, actions, constitutional amendments, and structural changes that will help guide the Union in the years ahead are all discussed and debated at convention.

The Annual Report will be published in April and will be available on-line only, with a limited supply to be printed for use at the annual convention.

DELEGATES TO CONVENTION

Members-at-Large and Regional Directors are automatic delegates to the convention.

As per the HSA Constitution, the chief steward shall call a chapter meeting to elect the delegate(s). For chapters with 49 or fewer members, the HSA chief steward is the sole delegate. This is the only chapter member allowed to vote at the convention and the only member reimbursed for expenses related to attendance at the convention. If the chief steward is not attending convention, an alternate should be identified.

Chapters with more than 49 members are entitled to one additional delegate for each additional 50 members or portion thereof. The exact date and time of your delegate selection meeting will be posted on your union notice board. All HSA members are welcome to attend and speak at the convention. However, only delegates have the right to vote.

The delegate entitlement list is available [here](#) [2016 Convention Delegate Entitlement](#). If you have any questions about this list, please contact [Wendy Scarrett \(wscarrett@hsabc.org\)](mailto:wscarrett@hsabc.org), HSA Convention Registrar.

HSA members who are delegates to their local Labour Council are entitled to attend convention and are eligible to apply for wage and expense reimbursement, but do not have voting status. HSA provides reimbursement for one delegate per Labour Council. Labour Council delegates may alternatively participate in convention, with vote, as a delegate elected to represent their chapter.

[HSA Governance Structure and Associated Policies](#) provides all information relating to the governance of the HSA Convention.

RESOLUTIONS

As per the HSA convention, resolutions must be endorsed by the chapter before they are sent to the HSA office for inclusion in the Annual Report. Members who have specific issues that they want to raise at convention are encouraged to attend their local chapter meeting and to propose resolutions.

A [Call for Resolutions](#) to the HSA Convention was posted on December 15 and sent to all chief stewards. The deadline for receipt of resolutions in the office is 5:00 p.m. on Friday, February 12. To ensure your chapter resolutions are forwarded to convention, please submit resolutions before the final deadline as late resolutions are not considered. [Click here](#) to view a separate memo outlining the process for submitting resolutions. Resolutions may be submitted on behalf of the chapter by the chief steward using an online form available here [2016 Convention - Online Resolutions Form](#). Resolutions may also be emailed to [Rosemary DeYagher](mailto:Rosemary.DeYagher@hsabc.org) (rdeyagher@hsabc.org) or fax to 604-515-8889/1-800-663-6119.

Please note that proposed changes to the collective agreement are dealt with at the Bargaining Proposal Conferences held before the expiry of HSA collective agreements. Bargaining proposals are not accepted as convention resolutions.

Policy resolutions shall consist of no more than 150 words (names or organizations are counted as one word; no abbreviations please).

Resolutions proposing constitutional changes (Constitutional resolutions), have no word limit. Please note that constitutional resolutions must include the exact language that the chapter is proposing to be added, deleted or amended.

REGISTRATION

Convention registration is online only. To register, click here: [Convention Registration](#). If you do not have access to online resources, contact [Wendy Scarrett](mailto:wscarrett@hsabc.org) (wscarrett@hsabc.org) at the HSA office.

An [Overview of Events](#) provides convention registration times and general information.

REGIONAL BASKET RAFFLE: 2, 4, 6, 8, 10

Members in even-numbered regions are invited to donate items for inclusion in this year's regional baskets. Basket contents typically feature regional, non-perishable delicacies or specialties (e.g. ice wine, vacation packages). The baskets will be raffled at convention, with proceeds to be donated to a community organization. If you would like to contribute, please contact [Bill Hannah](#) at the HSA office.

IMPORTANT 2016 CONVENTION DATES

Monday, January 25: online registration opens
 Friday, February 12 @ 5:00 pm: **deadline** for submission of Resolutions to Convention
 Monday, March 21 @ midnight: **deadline** for pre-convention workshop registration
 Friday, March 25 @ midnight: **deadline** for online registration
 Thursday, May 5 @ 1:00 pm: Pre-Convention Plenary
 Friday, May 6 @ 8:30 am to 5 pm: HSA Convention
 Saturday, May 7 @ 8:30 am to 4 pm: HSA Convention

EDUCATION WORKSHOPS

Delegates who register online for convention by Monday, March 21 may be eligible to apply for education workshops taking place on May 4th and the morning of May 5 immediately preceding the plenary. In-town delegates who are participating in an education workshop are entitled to accommodation at the Hyatt for the night of Wednesday, May 4.

All information with regard to workshops, including description and start times may be found here: [Pre-Convention Workshops](#)