



Founded 1889

United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada

Three Park Place • Annapolis, MD 21401
(410) 269-2000 • Fax (410) 267-0262 • <http://www.ua.org>

Mark McManus
General President

Patrick H. Kellett
General Secretary-Treasurer

Michael A. Pleasant
Assistant General President

Official Convention Call

TO ALL OFFICERS OF UNITED ASSOCIATION LOCAL UNIONS, STATE OR PROVINCIAL ASSOCIATIONS, AND DISTRICT COUNCILS:

Dear Brothers and Sisters:

In accordance with Section 11 of the United Association Constitution, we, your General Officers, hereby issue the call for the Fortieth Convention of the United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada, AFL-CIO. Given the uncertainty created by COVID-19 and the paramount interests of the United Association in protecting the health and safety of the delegates and all persons with whom they have contact, your General Executive Board has exercised its authority under Section 11 of the United Association Constitution to empower the General President to select, and take any and all steps necessary in his judgment to implement, one of three formats for conducting the Convention:

1. A fully in-person Convention that will convene on Monday morning, August 23, 2021 at 9:00 a.m. in the San Diego Convention Center, San Diego, California;
2. A Convention in which delegations are permitted to send a certain number of delegates, as determined by the General President, to participate in the Convention in-person in San Diego, California during the week of August 23, 2021, while all other delegates participate virtually (i.e., remotely); or
3. A fully virtual Convention in which all delegates participate virtually during the week of August 23, 2021.

The General President is further empowered to make adjustments regarding the number of days on which the Convention is held and other matters related to the timing and logistics of the Convention if, in his judgment, such adjustments are warranted based on COVID-19.

The General Executive Board has requested that the General President select one of the three foregoing formats for conducting the Convention and inform all affiliates of his selection by June 15, 2021. Upon selecting a format, the General President shall work with the Convention Rules and Election Committees, and other appropriate parties, to develop special rules and procedures for conducting the Convention in accordance with the Convention option selected.

Local Unions and State or Provincial Associations shall proceed to elect delegates and alternates in accordance with the provisions of the United Association Constitution governing this all-important subject.

For the convenience and information of the membership of our Local Unions and State or Provincial Associations and District Councils, we are quoting the principal laws from the United Association Constitution governing the subjects of the Convention Call: nomination and election of delegates to the Convention, filing of credentials, etc.

SEC. 11. Regular conventions of the United Association shall be held once every five (5) years. The date, time and place for holding the convention shall be set and established by the General Executive Board. The General Secretary-Treasurer shall notify all Local Unions as to the city designated where the convention will be held and the date the convention will open.

SEC. 12. The basis of representation of delegates to each convention shall be one (1) delegate for each Local Union, provided that said Local Union shall not have less than twenty (20) members in good standing during the

fifth full month [March 2021] immediately preceding the month in which the convention is to be held, and one (1) delegate for each additional one hundred (100) members. A Local Union, whether a Building and Construction Trades Local Union, or a Metal Trades Local Union, or a combination Local Union, having less than twenty (20) members in good standing during the fifth full month [March 2021] immediately preceding the month in which the convention is to be held may combine with the nearest Local Union and if such Local Unions together have not less than twenty (20) members in good standing dur-

ing the fifth full month [March 2021] immediately preceding the month in which the convention is to be held, they shall be entitled to one (1) delegate together. No Local Union shall be entitled to representation at conventions of the United Association until it has been affiliated for at least one year previous to the convention.

SEC. 13. For the purpose of determining the number of delegates to which a Local Union is entitled, only those members in good standing during the fifth full month [March 2021] immediately preceding the month in which the convention is to be held will be counted. The cash sheet of each Local Union for the fifth full month [March 2021] immediately preceding the month in which the convention is to be held shall be used to make this determination. All cash sheets shall be filed in the General Office not later than the 15th day of the fourth month [April 2021] prior to the date of the convention.

SEC. 14. (a) Each State or Provincial Association having been organized and recognized by the General Office of the United Association for at least one (1) year prior to the United Association convention, shall be entitled to one (1) delegate. No member shall be eligible to act as a delegate to represent a State or Provincial Association to the International Convention unless he has been a member in good standing of a Local Union within the jurisdiction of said State or Provincial Association for a continuous period of two (2) years previous to his election. The State or Provincial Association delegate shall be the highest ranking weekly salaried elected officer. If the State or Provincial Association has no weekly salaried elected officer, the delegate shall be selected by secret ballot vote by the delegates to the State or Provincial Association, or if the by-laws of the Association do not provide for delegate voting, by secret ballot vote of the Business Managers of the affiliates who are members of the State or Provincial Association.

(b) Each District Council established in accordance with this Constitution that has a weekly salaried elected officer shall be entitled to (1) delegate, provided that only the weekly salaried Business Manager may serve as the delegate and further provided that such Business Manager will not also serve as a delegate to the convention by virtue of his position as a weekly salaried elected officer of a Local Union. In the event that the Business Manager of the District Council is a weekly salaried elected officer of a Local Union and as such is entitled to serve as a delegate for his Local Union by virtue of his office, he shall serve as a delegate for the Local Union only and the District Council will have no delegate to the convention.

(c) The Quality Control Council of Canada (QCCC) shall be entitled to up to three (3) delegates. No member shall be eligible to act as a delegate to represent the QCCC unless he has been a member in good standing of a UA Local Union with QCCC members for a continuous period of two (2) years previous to his election and through the period of the convention and unless he is also a weekly salaried QCCC national or regional representative at the

time of his election and through the period of the convention. The QCCC delegates shall be selected by secret ballot vote of the Business Managers of the UA Local Unions which have QCCC members among their membership. Such delegates shall serve as delegates for the QCCC only.

SEC. 15. All delegates to the convention shall be elected by secret ballot. Nominations of delegates shall be held by a Local Union at least twenty-five (25) days prior to the election. At least ten (10) days prior to the nomination meeting, notice shall be mailed to the last known address of all members in good standing of the Local Union setting forth (1) the date and place of the nomination meeting, and stating that delegates to a convention will be nominated at the meeting; (2) the notice shall also state the date, time and place of the secret ballot election of delegates to the convention; and (3) the notice should state also that in the event of a tie vote and a runoff election is necessary, then the date, time and place of the runoff shall be so stated. Protests of an election of delegates to the United Association Convention shall be processed under the provisions of Section 125 of this Constitution.

SEC. 16. The candidate or candidates receiving the highest number of votes in the delegate election shall be declared the elected delegate or delegates. The candidates receiving the next highest votes shall be the alternates, by descending numerical order, and shall act in the case of the inability of any regular delegate to attend the convention.

SEC. 17. No member shall be eligible as a delegate or alternate unless he shall have been a good standing member of the Local Union which he is to represent for at least the two (2) continuous years previous to his election and he remains in good standing from the date of his election through the period of the convention.

SEC. 18. The duties of weekly salaried elected officers of Local Unions shall also include serving as a delegate to the United Association Convention for his Local Union.

Note: The interpretation of this section shall not mean that all weekly salaried elected officers are automatically delegates to the United Association convention if the number of weekly salaried elected officers in a given Local Union exceeds the number of delegates the Local Union is entitled to as defined in Section 12.

SEC. 19. The Recording Secretary of each Local Union shall, after the election of a delegate or delegates, immediately forward to the General Secretary-Treasurer upon the official credential form the names, card numbers and addresses of the members elected and the General Secretary-Treasurer shall submit same to the Credentials Committee of the United Association.

SEC. 20. The credentials of delegates and alternates elected shall be filed at the General Office at least ninety (90) days prior to the date on which the Convention shall be held.

SEC. 21. Each delegate shall be entitled to one (1) vote (this to include State and Provincial Association and District Council delegates also).

SEC. 22. The General Officers of the United Association as represented by the General President, Assistant General President, General Secretary-Treasurer, members of the General Executive Board, and International Representatives, along with the Special Representatives serving pursuant to Section 35, shall have all privileges and rights of a delegate at all International Conventions of the United Association.

SEC. 23. The expenses of delegates to the United Association Convention shall be defrayed from the Convention Fund of the United Association upon the following basis: each delegate shall be paid the standard rate of wages in his home town, and an expense allowance for the maximum of one (1) day's travel to the convention site, for a maximum of one (1) day's travel from the convention site to his home, and for each day the convention is in session. Each delegate shall also be paid his round trip transportation based on regular coach air fare from the city where his home Local Union is located to the convention site by the shortest route. The expense allowance shall be \$150.00 per day. In the event any portion of the expense allowance or transportation allowance is not expended it shall be considered as compensation.

Wages in this section shall include the basic hourly wage rate established by the collective bargaining agreement of the delegate's Local Union, vacation contributions, and any other taxable contributions an employer is required to make that are not included within the basic hourly wage rate. Other contributions, including but not limited to health and welfare contributions, pension contributions, supplementary unemployment fund contributions, and apprentice and industry fund contributions, shall not be considered wages within the meaning of this section. Delegates shall receive a fixed sum of \$150.00 per day in addition to the expense allowance referred to above, to be defrayed from the Convention Fund of the United Association.

SEC. 24. Within a month prior to the date upon which a convention is to convene, the General Secretary-Treasurer shall cause to have a sufficient amount of money paid in advance to delegates, which amount of money will be charged as delegates' expense, and shall be in an approximate amount sufficient to pay the expense of the delegate or delegates in accordance with the allowance heretofore specified to the last day of the convention.

An Expense Committee shall be appointed by the General President prior to the convention, whose duty it shall be to estimate and recommend to the convention the proper amount to be allowed each delegate for transportation and each day's expense in accordance with the previous section. If any money shall be due any delegate or delegates according to the report of the committee, as adopted by the convention, said amount shall be advanced by the General Secretary-Treasurer.

SEC. 25. (a) All resolutions and amendments submitted for consideration by delegates shall be approved by their Local Union and filed at the General Office at least ninety (90) days prior to the date on which the convention shall be held, and no resolution or amendment otherwise submitted shall be considered by the convention unless by authority of a two-thirds vote of the delegates.

(b) Upon approval by a majority vote in a State or Provincial Association, or other recognized and affiliated United Association bodies, the association or other body shall be entitled to present resolutions to the United Association Convention, and the resolutions shall be signed by the President and Secretary of the State or Provincial Association or other body. Resolutions must be processed through the General Office in the same manner as provided in the preceding paragraph for resolutions submitted by Local Unions.

We stress to our Local Unions and State or Provincial Associations that nominations and elections of delegates must be conducted in accordance with the procedures set forth in Sections 15 and 16 of the United Association Constitution, including any exceptions to these procedures granted by the General President in light of COVID-19. Local Unions and State or Provincial Associations must send a notice of the nomination and election of delegates. The notice must be mailed out to the last known address of all members in good standing in the Local Union or the State or Provincial Association. This notice should include the date, time and place of the nomination meeting and state that delegates to the convention will be nominated, and the notice shall also state the date, time and place of the election of delegates to the Convention. It is important that nominations must be held at least twenty-five (25) days prior to the date of the election of delegates and alternates. The election of delegates must be by secret ballot.

Unlike previous conventions, Local Union delegates must be registered/credentialed using the delegate registration feature on the UA's CAdmin (i.e., Convention Administration) platform, <https://cadmin.uanet.org/>. Instructions for using the delegate registration feature can be accessed via the "Help" drop-down menu in CAdmin. If you experience any difficulties accessing the delegate registration feature or associated instructions—or, after reviewing the instructions, you have questions about how to use the feature—please contact the UA IT Help Desk at (410) 269-2000 or ServiceDesk@uanet.org.

Delegates representing District Councils, State Associations and the Quality Control Council of Canada (QCCC) must register by submitting a separate registration form. This form is available for download on the Local Union Officer's section of UANET.org. Once completed, it must be emailed to UAConvention@uanet.org.

Pursuant to Section 20 of the United Association Constitution, all delegate registrations—including Local Union delegates and delegates representing District Councils and other affiliates—must be completed, finalized and submitted to the UA General Office by no later than May 25, 2021. The May 25, 2021 deadline is a constitutional deadline that must be observed.

In due time, the General Office will send advance expense money to all the elected delegates. The balance due will be paid after the adjournment of the convention in San Diego, California, by the Convention Finance Committee.

Delegates must reach San Diego, California, in time for the opening of the Convention. In the event of a fully in-person Convention, the Convention will open on Monday, August 23, 2021, at 9:00 am. In the event of a partially or fully remote Convention, the Convention will open during the week of August 23, 2021, on a date and time prescribed by the General President.

The delegates are requested to bring to the convention their UA membership card and driver's license or photo ID.

Pursuant to Section 25 of the United Association Constitution, all General Convention resolutions must be filed in the General Office no later than May 25, 2021. Under Section 25(a), Local Union delegates must be "approved by their Local Union." While Local Union approval has traditionally taken the form of approval by a majority of members present and voting at a regular or special meeting, the General President has directed, in light of COVID-19 and pursuant to his authority under Section 46(f) of the United Association Constitution, that the UA also accept resolutions that have been approved by a majority of the Local Union Executive Board.

Under Section 25(b), resolutions submitted by State and Provincial Associations and other recognized and affiliated bodies (e.g., District Councils), must be "approv[ed] by a majority vote in" the Association or other affiliated body. Consistent with the approach to Local Union resolutions above, the General President has directed that the UA accept resolutions that are approved by a majority of the delegates of the Association or other recognized and affiliated body, by a majority of the body's Executive Board, or, if there is no Executive Board, by a majority of its officers. Such resolutions must also be signed by the President and the Secretary of the Association or affiliated body, or by another officer(s) if there is not a President and/or Secretary.

All General Convention resolutions—whether submitted by a Local Union, a State or Provincial Association, or another affiliated body—must be filed at the General Office no later than 90 days prior to the first day of the Convention. In other words, any such resolution must reach the General Office by no later than May 25, 2021 in order to be considered timely.

Local Union resolutions must be accompanied by an email or letter from the Business Manager certifying that the resolution was approved by the membership at a regular or special meeting or by the Local Union Executive Board. Likewise, resolutions from other affiliates must be accompanied by an email or letter from the affiliate's top officer certifying that the resolution was approved by a majority vote of the delegates of the body, by a majority of the body's Executive Board, or, if there is no Executive Board, by a majority of its officers.

Resolution submissions by email should be sent to 2021resolutions@uanet.org. Submissions by regular mail should be sent to Assistant General President Michael A. Pleasant, Attn: 2021 Convention Resolutions, Three Park Place, Annapolis, MD 21401. Given reports of postal delivery delays arising from COVID-19, affiliates are encouraged to submit resolutions by email. **Whether you submit a resolution to the UA by email or by regular mail, you must send a properly formatted electronic Word version of the resolution to 2021resolutions@uanet.org.**

Sample resolutions, as well as sample letters from a Local Union and from a State Association certifying that their resolutions were properly approved, were previously enclosed with our August 23, 2019 letter to Business Managers regarding resolutions. A copy of our August 23, 2019 letter, including the enclosed sample resolutions and letters, has been posted to the Business Manager's section of UANET.org. Affiliates should carefully review these materials before developing a resolution, as improperly formatted resolutions are out of order and will be rejected.

Fraternally,



Mark McManus
General President



Patrick H. Kellett
General Secretary-Treasurer