

## **COPE Local 343 Delegate and Alternate Information Sheet**

Since COPE Local 343 is affiliated with COPE Ontario, COPE/SEPB, numerous Federations of Labour (Ontario, Manitoba, BC, and, Quebec) and the Canadian Labour Congress, it is entitled to participate in their conventions, including voting in elections and providing direction to the organization through Resolutions. COPE Local 343 is also entitled to participate at conventions or membership meetings of those organizations it is a member of, such as the Ontario New Democrat Party, the Ontario Health Coalition, ACORN, the Ontario Coalition for Better Child Care and the Coalition for Black Trade Unionists.

Just as COPE Local 343's Constitution sets out the Delegate entitlement calculation (Article 12), there is a formula in each of the above organizations' constitution to determine the number of Delegates an affiliate can have at their convention or meetings (the proceedings).

Only Delegates are entitled to voice and vote at the proceedings. An Alternate is not. However, a Delegate can give their voice and vote to an Alternate by switching 'designation' badges with the Alternate during the proceedings.

As a COPE Local 343 Delegate, unless otherwise specified, you are representing the whole of Local 343 and not Bargaining Units, Local 343 Committees, or individual or groups of members.

COPE Local 343 wants to ensure that it has proper representation throughout the proceedings and to have its voice heard through discussion on the floor and the casting of votes.

### **Responsibilities**

As a COPE Local 343 Delegate, you will:

- Attend caucus meetings
- Participate in all activities that are part of the convention, including any organized or planned meals
- Find an Alternate to switch designation badges with if you need to excuse yourself from the convention or meeting. If you are unable to find an Alternate, notify another Delegate and provide them with your badge

As a COPE Local 343 Alternate, you will:

- Attend caucus meetings
- Participate in all activities that are part of the convention, including any organized or planned meals
- Be available to assume Delegate status if the need arises

## **Caucus Meeting**

A caucus meeting is usually held prior to or during the proceedings. A caucus meeting is an opportunity to provide an orientation to Delegates and Alternates new to the proceedings. COPE Local 343 delegates may be part of a COPE caucus based on Region. Within that caucus, Local 343 may decide to have its own caucus or to hold an additional caucus just for Local 343 Delegates.

However, at the COPE Ontario convention, Local 343 has its own caucus for Delegates and Alternates. While COPE Ontario staff attend COPE Ontario's convention and are members of Local 343, they would only participate in a Local 343 caucus meeting as a Delegate or an Alternate.

Another purpose of a caucus meeting is for Delegates and Alternates to discuss and decide the issues that are to be dealt with at the convention, such as:

- Candidate support
- Positions on Resolutions and Constitutional Amendments
- Other relevant issues
- Voting strategy

During the caucus meeting, Delegates and Alternates are encouraged to share their views and participate in the decision-making and or position-taking process.

While COPE Local 343 would like to arrive at decisions or positions through consensus, COPE Local 343 recognizes that this may not always be possible and is open to finding an alternate solution.

## **Voting**

It is the hope of COPE Local 343 that Delegates and Alternates come out of a caucus meeting respecting the decisions and/or the positions that were reached in caucus. As well, that Delegates adhere to caucus decisions and positions when casting COPE Local 343's vote.

The process for casting votes is determined by the organization. Some organizations require the affiliate to vote in a block, which means that a representative casts all of the votes that the affiliate is entitled to. For example, COPE Local 343 is entitled to send 10 delegates to the COPE Ontario convention and is entitled to 16 votes. COPE Ontario's constitution provides that affiliates cast their votes in a block. This means that a Local 343 representative would get 16 ballots to complete. What the representative does with those votes (voting strategy) has likely been discussed and decided in caucus.