



**RULES AND ORDER OF BUSINESS**  
**49<sup>th</sup> BIENNIAL CONVENTION**  
**October 9 & 10, 2021**

Washington Federation of State Employees, AFSCME AFL-CIO

**Virtual Ground Rules (COMMITTEE ONLY):**

- The chair presides over the committee
- Please stay muted when you are not speaking. This helps minimize background noise and ensures accessibility for all participants.
- Please use the hand raised feature to be called upon by the chair

**Rule 1.** WFSE President is the presiding officer of the Convention and will chair the general session, but at any time may call on the Vice President to preside temporarily.

**Rule 2.** Videoconferencing Protocol

Prior to each vote on a motion, the presiding officer shall confirm the continued presence of those participating.

Chat feature will be limited to virtual microphone queue or motion, debate and parliamentary inquiry.

**Rule 3.** The first order of official business at this virtual Convention (following the opening ceremonies) shall be the first report of the credential committee certifying the requirement of quorum has been met to allow the transaction of business.

**Rule 4.** The second order of official business shall be the adoption of these standing rules for the convention body to conduct business and proceed with the agenda.

**Rule 5.** All questions of a parliamentary nature not otherwise specifically covered by these Rules or by the Constitution of the Washington Federation of State Employees, Council 28, AFSCME, shall be decided according to the latest edition of Robert's Rules of Order, newly revised.

A professional parliamentarian will be available during the business portions of the agenda, and available to credentialed delegates via virtual chat for parliamentary inquiries.

**Rule 6.** The meetings of the Convention shall be called to order as follows:

Saturday, Day One:

- 9:00 a.m. – First Regular Meeting of Convention  
The 9:00 a.m. meeting shall include the nominations of officers by the election committee chair at 10:30 a.m. and not recess later than 12 noon.
- 1:00 p.m. – Afternoon Session  
The 1:00 p.m. meeting shall recess not later than 4:30 p.m.

Sunday, Day Two:

- 9:00 a.m. – Morning session of Continued Convention  
The 9:00 a.m. meeting shall recess not later than 12 noon.
- 1:00 p.m. – Final Session of Convention  
The 1:00p meeting shall adjourn upon completion of convention business.

Rule 7. Before being granted the floor, delegates shall proceed to the virtual microphone lineup to state their purpose for rising to the virtual microphone (motion, speak for, speak against, point of order, or point of inquiry to parliamentarian) and wait to be recognized by the Chair. Delegates shall state their name and the local represented before expressing views. The chat feature is limited to the microphone lineup only. There will be one warning and any repeated misuse of the chat feature may result in removal by the Sergeant at Arms.

Rule 8. Other than resolutions and constitutional amendments properly before the body, no question shall be subject to debate until the motion has been made, seconded, and stated from the Chair.

Rule 9. Delegates shall remain muted. No delegate may speak unless acknowledged by the Chair.

Rule 10. Speeches on matters of business shall be limited to two (2) minutes, and the time may be extended by a majority vote.

Rule 11. If a motion is made to close debate or if the previous question is moved, there must be an opportunity for two speakers in favor (*for*) and two speakers opposed (*against*) to speak to the motion on the floor before the vote is taken to close debate. It is not required to have two speakers on each side; however, the opportunity needs to be provided. If there are no delegates queued at the virtual microphone lineup, the Chair may proceed with the vote to close debate.

Rule 12. A delegate may not speak a second time on the same question until all delegates wishing to speak have had an opportunity to do so.

Rule 13. A delegate may not move to close debate or move the previous question during the same time they rise to speak to a motion.

Rule 14. In order to be entitled to a vote, a delegate must have been properly seated by the Convention.

Rule 15. Votes will be taken using the virtual hand-raise feature of the videoconferencing platform used for the virtual convention.

Rule 16. Votes will be monitored on the virtual Convention Floor by the Sergeant-at-Arms committee.

Rule 17. Any delegate who wishes to appeal the announced result of a vote may request a roll call vote. A roll call vote shall require the support of at least fifteen (15) locals. In order for a local to support a roll call vote, a majority of its delegates must concur. If a roll call vote has been ordered, no adjournment or recess or special order of business shall be in order until the vote has been taken and the results announced.

Rule 18. Whenever a roll call vote is to be taken, the Treasurer shall call each local by number and indicate the number of votes to which each is entitled. The delegate answering for the Local shall unmute, state their name and cast the votes.

If a delegate from such Local questions the accuracy of the vote cast by the Local, the Treasurer shall poll the delegates from such Local individually, and such Local's votes shall be recorded in accordance with the votes cast by the individual delegates.

The number of votes shall be divided equally among the delegates, with any remaining votes to be cast by the Chair of the delegation. No fractional votes shall be permitted, per Article VII, Section 1, Constitution and By-laws of the Washington Federation of State Employees, AFL-CIO.

Rule 19. Whenever a roll call vote is to be taken, a record of the votes cast by each local shall be displayed on the screen of the video conferencing platform.

Rule 20. After a roll call vote has been taken and all delegates present have had an opportunity to cast their votes, the ballot shall be declared closed. The announcement of the vote shall be made as soon as the results are tabulated by the Seargent at Arms Committee.

Rule 21. A motion to reconsider shall not be entertained unless made by a delegate who voted with the prevailing side, and it shall be made and voted upon not later than the next following session in which the vote to be reconsidered was taken.

Rule 22. An appeal of the decision by the Chair shall not be entertained unless it has the support of twenty-five percent (25%) of the accredited delegates.

Rule 23. A motion presented by a Convention committee shall be subject to amendment from the floor of the Convention in the same manner as other motions and resolutions.

Rule 24. A Convention committee may revise, reword, amend or combine two or more resolutions containing the same general subject matter, or draft a substitute resolution.

Rule 25. When a committee chairperson is reporting the action of the committee, the committee chairperson may give a brief explanation as to why the committee took the action it did, prior to the Chair recognizing any other delegates queued at a virtual microphone to speak to the motion.

Rule 26. The Council Executive Board may introduce resolutions and constitutional amendments, except those changing the Council's per capita tax, for consideration by the Council at any time up to the afternoon recess on the first day of the Convention. The President shall assign such resolutions to be heard and presented by the appropriate committee.

Rule 27. The election of officers of this Council shall be conducted under the supervision of the Elections Committee in accordance with the Council constitution and AFSCME Constitution, and election rules adopted at this Convention. The candidate forum occurs after recess on Day 1 of the Convention in accordance with the forum protocol attached and incorporated herein.

Rule 28. If an accredited delegate is absent from the Convention and does not register, an accredited alternate delegate may be seated in the absent delegate's place if the chair of that local's delegation provides a written request to the credentials committee chair prior to 1p.m. on Saturday to allow an alternate to participate in the absence of a local's delegate.

Rule 29. After final report of the credentials committee, an alternate may sit in and participate on the virtual convention floor in the absence of a credentialed delegate of their local if the chair of that local's delegation provides a written request to the credentials committee chair prior to 1p.m. on Saturday to allow an alternate to participate in the absence of a local's delegate.

Rule 30. Any member in good standing of an affiliated Local, who is not a delegate or alternate, shall have the right to attend the Convention as a guest.

Rule 31. Council officers, Council executive staff and members of the Council Executive Board are not entitled to vote by virtue of their status. They can vote only if serving as delegates, or alternates serving in the absence of a delegate, but may take part in all discussions.

Rule 32. All persons attending the Convention shall adhere to the AFSCME Council 28 Core Values.

Rules Committee Members:

- Jeanette Obelcz, Chair, Local 843
  - Shree Jenkins, Local 341
  - Sarah Reyneveld, Local 5297
  - Loretta Gutierrez, Local 304
  - Patti Dailey-Shives, Local 53
  - Steven Yates, Local 491
  - Jade Monroe, Local 872
  - Chuck Pirtle, Local 1181
  - Fasika Getahun, Local 3488
  - Billy Smith, Local 53
- STAFF:** Tawny Brown