

## **Resolution to amend the Operating Rules following the recommendations of the Declared National and Natural Disaster Emergency Procedure**

1. Service Center Council Steering Meeting
  - a. Service center steering committee meetings that are connected electronically may be held if members may interact in the meeting.
  - b. Members at all sites shall be able to be seen and heard by the entire steering committee, allowing complete participation.
  - c. Procedurally, the following rules should be adhered to:
    - i. A roll call attendance and subsequent votes shall be conducted by the secretary.”
    - ii. All votes are roll call votes (each person’s vote is individually recorded).
    - iii. When a participant casts a vote, all other participants must be able to see the person voting on the screen as the vote is being cast.
    - iv. The secretary will take notes of the entire meeting.
2. Internal Steering Committee elections
  - a. Procedurally, the following rules should be adhered to:
    - i. All procedures must be in alignment with the relevant rules in the most current CTA Elections Manual.
    - ii. Electronic voting and vote by mail can still be done.
    - iii. In the event a service center is unable to utilize either electronic voting or vote by mail due to financial or technological constraints, and the election has not been started, the election will automatically be put on hold until the disaster has concluded and service center operations have resumed.
    - iv. In the event a service center has started an election prior to the disaster being declared, and the service center does not utilize electronic voting or vote by mail, the election timeline shall be suspended for the duration of the disaster. The timeline will resume where the timeline was suspended upon the service center operations resuming. For example, if the disaster is declared on voting day 2 of 5, the service center will pick back up on voting day 3 of 5.
3. Extension of terms of office
  - a. During a disaster, CTA will allow service centers to adopt emergency procedures to allow for the extension of terms of office of elected steering committee members. These procedures should only be used if the regular term of office is going to expire soon and no provisions can be made to conduct an election that gives all eligible voting members the opportunity to vote before the term expires. The extension of the term should be reasonable and no longer than required to get back to normal service center operations. Once the declaration of the national or natural disaster has been lifted, an election for new terms should be conducted at the first opportunity.
4. State Council elections for Multiple Chapter Electoral Districts and NEA Representative Assembly (NEA RA) State Delegate elections

- a. Procedurally, the following rules should be adhered to:
  - i. All procedures must be in alignment with the relevant rules in the most current CTA Elections Manual.
  - ii. Electronic voting and vote by mail can still be done.
  - iii. In the event a service center is unable to utilize either electronic voting or vote by mail due to financial or technological constraints, and the election has not been started, the election will automatically be put on hold until the disaster has concluded and service center operations have resumed.
  - iv. In the event a service center has started an election prior to the disaster being declared, and the service center does not utilize electronic voting or vote by mail, the election timeline shall be suspended for the duration of the disaster. The timeline will resume where the timeline was suspended upon the service center operations resuming. For example, if the disaster is declared on voting day 2 of 5, the service center will pick back up on voting day 3 of 5.
  - v. For State Council elections, if the June State Council meeting gets canceled, then the election should be completed at least one week prior to the scheduled October State Council meeting. Further information about the June State Council will be coming from CTA.
  - vi. For NEA RA elections, if the number of candidates running is equal to or fewer than the number of available state delegate positions, then service centers should waive the ballot and declare the candidates elected by acclamation. Further information about the NEA RA will be coming from NEA.