For more information, go to CFT.org/Convention.

4. Pay CFT per capita

Your local’s CFT per capita payments through December 2020 must be received by March 12.

5. Return local delegate lists

Lists of elected delegates and alternates must bear the signatures of the president and the secretary of the local. Lists must be uploaded to the CFT website two weeks prior to the Convention, no later than March 12.

6. Submit delegate choices for committee service

All amendments and resolutions are first reviewed by one of the Convention committees. These committees are given the task of recommending whether an amendment should be adopted, whether a resolution needs modification, what action the Convention should take concerning the resolution, and the order of importance for resolutions to be considered.

• All delegates are encouraged to participate in these important sessions to ensure the democracy of the Convention process. Only assigned members of the committee may vote upon resolutions before the committee.

• The CFT President shall appoint delegates to committees, giving weight and consideration to balance and to service on standing committees. Members of CFT standing committees who are delegates shall be appointed to the corresponding Convention committees to coordinate the work of those bodies. Delegate preferences for committee service will also be given consideration.

• The CFT President shall appoint Convention committee chairs and members of the Constitution Committee with the approval of the Executive Council.

• Online committee choice: Delegates may designate the committees on which they wish to serve by submitting their choices through the CFT website. Online submissions must be completed no later than March 12.

The CFT will make every effort to assist in ensuring that Convention is in compliance with the Americans with Disabilities Act, and will attempt to accommodate any special needs so that delegates may participate fully in Convention activities. If a delegate anticipates a special need ensuing from a disability, the delegate should email convention@cft.org or call the CFT Bay Area office at (510) 523-5238 before February 12.

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Thursday, March 25

3:00 – 5:30 pm   Resolutions Subcommitees

6:00 – 7:00 pm   Virtual Convention Orientation

Friday, March 26

9:00 – 11:30 am   General Session

1:30 – 3:30 pm   Business Session

Saturday, March 27

7:30 – 8:30 am   Constituent Group Discussions

9:00 – 11:30 am   General Session

1:30 – 3:30 pm   Business Session
The 78th Convention of the CFT is hereby called to convene online on Friday, March 26, 2021, at the hour of 9 a.m. and will remain in session two days or until such time as it has given full consideration to such matters as legally may be brought before it.

Jeffery M. Freitas, President

PREPARING FOR CONVENTION

The biennial CFT Convention is the highest policy making body of the Federation. The union’s vitality and democracy depend upon participation in the Convention by delegates from locals in good standing.

The constitutional provisions for CFT Conventions have been adopted to ensure CFT members are represented in the policymaking of their union. Delegates will elect the CFT President, Secretary Treasurer and 24 Vice Presidents, plus delegates to the AFT Convention 2022 and California Labor Federation Convention 2022. Delegates will also vote on important resolutions and constitutional amendments.

Your local’s packet of materials include this official Convention Call and your local voting strength. Please study this step-by-step information carefully, and plan now to ensure your local’s representation.

1. How to elect delegates

HOW LOCAL UNIONS NOMINATE AND ELECT DELEGATES

Delegates must be nominated and elected according to the CFT By-Laws and the Labor-Management Reporting and Disclosure Act, commonly referred to as the “Landrum-Griffin Act.” This federal law, and the AFT and CFT Constitutions, require that:

1. Each member shall have a reasonable opportunity to be nominated as a delegate.

2. Notice of election of delegates shall be mailed to each member at least 15 days in advance of the election.

3. Election shall be by secret ballot.

4. Results shall be published and records (including ballots) kept for one year.

The president or other elected union officer may serve as a delegate without a special election provided that:

• He or she was elected to office by secret ballot according to provisions of the Landrum-Griffin Act, and

• The local constitution or by-laws state that one of the duties of the office is to be a delegate to the CFT Convention.

Although many locals divide expense allocations equally by common practice, the Labor Department has ruled that expenses need not be distributed equally among the delegates, provided that the rule for allocating the expenses is passed before the nomination of candidates. The guiding principle to follow is that the rule must be reasonable and able to be uniformly enforced.

1. HOW MANY DELEGATES TO ELECT

- A local or council of locals shall be entitled to one delegate for the first 25 members, plus one delegate for each additional 25 members or fraction thereof. (CFT Bylaws, Article I, Section 7a)

- The number of delegates allowed shall be based on the local’s average membership from January 2020 through December 2020.

- For locals chartered during the year preceding the Convention, the average shall be computed using the months of affiliation, with a minimum of two months.

- Locals are not required to nominate and elect the full number of delegates allotted, provided that the local passes a rule prior to the nominations setting the number of delegates to be elected.

REQUIREMENTS FOR LOCAL DELEGATIONS TO BE SEATED

- Your CFT per capita payments through December 2020 must be received by March 12.

- Your list of elected delegates and alternates must be received by March 12.
2. How to submit constitutional amendments

- Locals or councils may submit to the Convention amendments to the CFT Constitution and Bylaws as provided in the Constitution (Article VII) and the Bylaws (Article IV). A two-thirds vote of delegates present and voting is required to amend the Constitution; a majority vote is required to amend the Bylaws.

- A proposed amendment must be signed by two elected officers of the local certifying that it was approved by the membership or the local’s executive board for submission to the Convention.

- **Online upload**: Proposed amendments must be uploaded to the CFT website eight weeks prior to the Convention, no later than January 29.

3. How to submit resolutions

- Resolutions may be introduced by locals, by the State Council, by the Executive Council, by CFT standing committees, by division councils, or by Convention committees.

- A proposed resolution must bear the signatures of two elected officers of the local or council, or the signatures of two committee members, certifying that the resolution was approved for submission to the Convention. Resolutions from local unions must be approved for submission by the membership or by the local’s executive board.

- **Online upload**: Resolutions must be uploaded to the CFT website six weeks prior to the Convention, no later than February 12.
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TENTATIVE SCHEDULE

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