



1780 Creekside Oaks Drive | Sacramento, CA 95833 | www.cpf.org | 916.921.9111

CALL TO CONVENTION

December 19, 2023

To All CPF Affiliates:

You are hereby notified that, pursuant to the provisions of the Constitution and By-Laws of the California Professional Firefighters, AFL-CIO, the Forty-Ninth Biennial Convention of the California Professional Firefighters will convene at the **Omni La Costa Resort & Spa in Carlsbad, May 8 - 11, 2024.**

REPRESENTATION IN CONVENTION

Pursuant to the CPF Constitution and By-Laws, Article III, Section 4, *Representation in Convention*:

- (a) Each local shall be entitled to representation at conventions of this organization based on a twelve (12) month average of the per capita tax paid prior to convention (April 1, 2023 through March 31, 2024), including one-half (1/2) vote for each retired-active member for whom one-half of the prevailing per capita tax has been paid, providing that no local union shall be entitled to representation, unless it shall have paid its full per capita tax up to the month preceding the convention (March per capita is due April 15, 2024). Associate members may not be included in a local union's representation at conventions.
- (b) In the instance of merger or consolidation of affiliated locals, per capita voting strength shall be based on the twelve-month average of the combined paid membership.
- (c) Any local union having less than 12 months membership with the CPF shall be entitled to representation at convention based on an average of the total per capita tax paid for the months of affiliation prior to convention, using twelve as the divisor for the calculation of representation.

- (d) Local unions of 100 or less members who do not send a delegate to the convention may be represented by proxy at conventions on roll call votes and election of Officers.
- (e) A proxy may be authorized only after nomination and election by secret ballot among the members of the local union granting the proxy. Nominees must be named delegates of another local union in the district which has already elected such delegates to go to the convention. Nominations may be made at any meeting of the local union but a notice of when nominations will be held must be given, and notice of the date, time, and place of election must be mailed to its membership at least 15 days in advance of such election. Nominations and election may be held at the same meeting provided the notice has been sent. The election must be conducted by secret ballot, but if only one delegate is nominated to carry the proxy, it is not necessary to conduct the election.
- (f) No local union delegate may accept proxies to represent membership in excess of 100 and provided further, however, that in no event shall the total of proxy votes carried by all delegates within a local union exceed 200.
- (g) Local unions shall be entitled to four (4) delegates for 100 members or less, and one (1) delegate for each additional 100 members or fraction thereof.
- (h) An “aye” vote by at least thirty percent (30%) of the delegates present and voting at convention shall be required to authorize roll call votes.
- (i) Delegate voting at the CPF convention shall be conducted in the following manner: On election of officers and on all roll call votes, delegate voting for each CPF local shall be apportioned on the basis of one (1) vote for each member upon which per capita tax has been paid and one-half (1/2) vote for each retired-active member upon which per capita tax has been paid (as indicated in Section 4 (a) above). On all other votes, each delegate shall have one (1) vote.
- (j) Each of the elected officers of the CPF, as described in Article IV, Section 1, and all CPF Emeriti shall be entitled to one (1) delegate vote in convention. No officer or Emeriti shall be entitled to vote, carry, or in any other way use proxy votes.
- (k) No delegate shall be allowed on the convention floor unless he/she properly displays an authorized official delegate badge.

RESOLUTIONS

Pursuant to CPF Constitution and By-Laws, Article IX, Amendments and Convention Resolutions:

Section 1. *Who may submit and how proposed*

Amendments to this Constitution and By-Laws or resolutions for convention action may be submitted only by affiliated local unions, convention committees, delegates at large, and the Executive Board of the CPF. Amendments or resolutions submitted shall bear the name and signature of the introducer(s). Amendments and resolutions must be postmarked or filed in writing with the CPF President 45 days prior to the convention. Such amendments and resolutions are to be compiled and distributed to the President and Secretary-Treasurer of each local union affiliate through electronic means in an official notification from the CPF not less than 30 days prior to convention and shall be accompanied by an estimate of their associated cost factors prepared by the Secretary-Treasurer. Affiliates unable to access the distribution of amendments and resolutions through electronics means may request a printed copy to be delivered via U.S. Mail.

Section 2. Late submittal and consideration at convention

Amendments to this Constitution and By-Laws or resolutions for convention action that are not submitted and published within the time limits prescribed in Section 1 shall require two-thirds vote for consideration by the delegates in attendance at convention and shall be referred to the Ways and Means Committee for cost evaluation. Amendments or resolutions submitted at convention shall be submitted before the nomination of officers.

Section 3. Adoption at convention

Amendments to this Constitution and By-Laws shall require two-thirds vote for adoption. All other resolutions for convention action shall require majority vote for adoption.

Section 4. Urgent resolutions

Resolutions for convention action submitted after the nomination of officers shall be considered “urgent resolutions” and shall require unanimous vote for consideration and two-thirds vote for adoption. Urgent resolutions with potential cost shall be assigned a cost factor prior to a final convention vote.

Amendments and convention resolutions may be submitted by either mail or email to the CPF. If submitting by mail, they must be postmarked on or before Monday, March 25, 2024. If submitting by email, send to conventionresolutions@cpf.org on or before Monday, March 25, 2024. Any resolution received or postmarked after this date will be returned to the senders who then may submit it later as a “late resolution” at convention. See Article IX, Section 2, above regarding “Late submittal and consideration at convention.”

CREDENTIALS

Delegate/Alternate Credentials:

CPF will send delegate and alternate credentials to each local affiliate in January 2024. Credentials shall be completed and returned to the CPF on or before Monday, March 25, 2024.

Delegates and alternates will be checked-in by the Credentials Committee at convention between May 8-10 (before the “Nomination of Officers” on Friday, May 10, 2024.) Delegates will be issued identification badges marked “DELEGATE.” Alternates will be issued identification badges marked “ALTERNATE.” An alternate may be seated on the convention floor only in the absence of a delegate and must exchange identification badges with the absent delegate through the Credentials Committee.

Proxy Credential and Permissible Representation at Convention:

Your membership may decide not to send any delegates to convention, or they may find that no member in good standing of the local wishes to be a delegate. Under these circumstances, if your local has an average of 101 members or more (based on a twelve-month average of the per capita tax paid prior to convention), then the local cannot be represented by proxy at the convention. However, if your local has 100 members or less, the local has the option of being represented by proxy by giving its proxy credential to another local union delegate within its CPF district. However, in no event shall the total number of proxy votes carried by all delegates within a local union exceed 200. Proxy voting shall be permitted only in a roll call vote and in the election of officers and shall be cast by the chair of the delegation carrying the local’s proxies.

Proxy credentials shall be returned to the CPF office on or before Monday, March 25, 2024.

CONVENTION COMMITTEES

Delegates assigned to convention committees will be chosen from delegate credentials received in the CPF office by Monday, March 25, 2024. Some committees may meet early—prior to the start of convention—on Wednesday, May 8, 2024, at the convention hotel.

ELECTIONS

Pursuant to Article IV, Section 3, *Method of Nomination and Election*:

- (a) CPF officers shall be nominated by accredited delegates from the convention floor and elected by majority vote through secret ballot of duly accredited delegates. At no time can a candidate be nominated for more than one CPF office. In case no candidate receives a majority, the candidate receiving the lowest number of votes shall be dropped, until a candidate receives a majority vote. The three (3) candidates receiving the most votes for Insurance Director and the three (3) candidates receiving the most votes for Financial Trustee shall be elected to those offices.
- (b) The CPF President, Secretary-Treasurer, and Trustees shall be elected at large at regular conventions held during even-numbered years.
- (c) The CPF Vice Presidents representing Districts 1-5 shall be nominated and elected by district at regular conventions held during even-numbered years.

- (d) Voting shall be in accordance with Article III, Section 4, of this Constitution and By-Laws.
- (e) CPF Districts 6-8, each of which is comprised of a local union with membership in excess of 2,000, shall be entitled to CPF Vice President representation. Each CPF Vice President, by virtue of being elected by a vote of their respective memberships to the office of CPF Vice President, shall assume the office of CPF Vice President upon written notification to the CPF President within seven (7) days of election. This notification shall constitute formal notification to the CPF Convention Elections Committee for the next Biennial Convention. A CPF Vice President representing District 6-8 shall not hold any other elected office of the CPF.

CONVENTION REGISTRATION

Convention registration forms, along with credentials materials will be sent to each local affiliate in January 2024.

Registration fees are due on or before Monday, March 25, 2024. The following charges will be levied as convention registration fees:

Registration Fees:

Delegates and Alternates	\$300
Member Guests (<i>CPF affiliate members and/or their adult family guests</i>)	\$300
Non-Member Guests (<i>non-member guests MUST register through a CPF affiliate</i>)	\$750

A \$100 late registration fee will be imposed on each registration received after Monday, March 25, 2024.

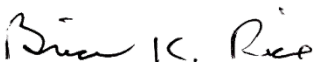
HOTEL RESERVATIONS

Omni La Costa Resort & Spa, 2100 Costa Del Mar Road, Carlsbad, CA 92009, will serve as headquarters for the 49th Biennial Convention of the California Professional Firefighters.

The convention hotel room block will open for reservations in January 2024 and the rate is \$309 for Single/Double occupancy. **Please reserve only the number of hotel rooms required by your delegation. Overestimating the local's reservation needs may lead to a rooming shortage for other locals.**

We are looking forward to seeing many participants at our convention in May. Please make every effort to have local representatives attend.

Sincerely,



Brian K. Rice
President



Mike Lopez
Secretary-Treasurer

California Professional Firefighters 2024 Convention

KEY DATES AND DEADLINES

March 25, 2024

- DEADLINE for amendments to the CPF Constitution and By-Laws and resolutions for convention action
- SUBMIT delegate, alternate and proxy credentials
- SUBMIT convention registration fees
(Note: Convention Committees will be appointed from a list of delegates returning credentials and registration fees on or before March 25, 2024)

April 8, 2024

- DEADLINE for hotel room reservations

April 15, 2024

- Per capita tax must be received for the month of March 2024 for delegates to be checked in and seated at convention

May 8, 2024

- Credentials Committee begins checking-in delegates/alternates and guests at 1pm
- "Welcome All Delegates" reception

May 9, 2024

- Forty-Ninth Biennial Convention of the California Professional Firefighters convenes at the Omni La Costa Resort & Spa, Carlsbad, CA

May 11, 2024

- Election of Officers
- Convention Adjourns