VOTING DEADLINE: MONDAY, MARCH 1 at 5:00 p.m.

CONTRACT RATIFICATION VOTING PROCESS

1. Schedule a PAT building meeting
   • By Tuesday, March 12
   • Use the March 12 staff meeting date, or whatever works best for the members at your site

2. Inform PAT members about the meeting
   • Let your staff know that you will be reviewing the Tentative Agreement (July 1, 2019 – June 30, 2020)
   • and the process for the electronic ratification vote

3. At the meeting
   • Only PAT members may vote
   • Non-members wishing to vote on the contract may become a PAT member
   • Materials:
     ▪ Contract Language Summary (one per member)
     ▪ PAT Tentative Agreement showing language changes (one per member)
     ▪ 2019-2020 salary schedule (one per member)
     ▪ Membership forms (a few, if needed)
   • Explain proposed changes, answer questions

4. The Ratification Voting Process:
   • Voting is by electronic ballot sent to members’ PPS email
   • The link will be mailed to PPS account by 2:30 p.m. on March 12
   • Didn’t receive the link? Check clutter/trash/spam and if that does not work, email Jennifer.Dixon@oregoned.org
   • The link will include the actual contract language, the Summary, and ballot
   • As with all contract ratifications, the vote is on the entire package of agreements as presented
   • Members are encouraged to vote at their PAT building meeting, if they feel comfortable doing so
   • Otherwise, deadline to vote is Monday, March 18 at 5:00 p.m.

5. Follow Up with Members who were not at the meeting:
   • Make sure they get a copy of the Summary of PAT Tentative Agreement and language of the provisions
   • Tell them about the electronic voting process and the deadline

VOTING DEADLINE: MONDAY, MARCH 18 at 5:00 p.m.