

BYLAWS
OF
WASHINGTON ASSOCIATION
OF
FISH HATCHERY PROFESSIONALS

(May, 2015, updated,5, 2025)

ARTICLE I NAME

The name of the organization shall be the Washington Association of Fish Hatchery Professionals (and shall be referred to throughout these Bylaws as the Association).

ARTICLE II ELIGIBILITY FOR MEMBERSHIP IN THE ASSOCIATION

Jurisdiction shall be determined by the Washington State Public Employment Relations Commission (PERC). All persons employed by Washington State Department of Fish and Wildlife (WDFW) Hatcheries Division and Fish Health Section and who are in the Association's bargaining unit are eligible for membership in the Association.

ARTICLE III MEMBERSHIP

Section I. RIGHTS OF MEMBERS. Every member in good standing shall have the right to attend any Association general or Executive Board meeting and to participate in such meeting in accordance with the Bylaws of the Association. Membership shall consist of all dues paying members. Good standing members are those who are current in payment of the duly-assessed Association dues.

Section II. This Association, its officers, representatives, and members shall recognize, observe and be bound by the provisions of these Bylaws and the Association's Collective Bargaining Agreement (CBA) by and between the State of Washington.

Section III. With the exception of an individual who has a bona fide religious tenet, any person who is employed as a permanent employee within the jurisdiction of the Association may voluntarily become a member in good standing, or shall make appropriate fair share payments to the Association in lieu of dues (fair share members). All other persons engaged in service within the jurisdiction of the Association will be eligible for active membership.

Section IV. FULL MEMBERS. A Full Member is an employee who is a member of the bargaining unit as defined by PERC, who is current with monthly dues payments and any other Association assessments regardless of part time or career seasonal and/or temporary status. Full Members are considered members-in-good-standing and are entitled to vote and participate in the Association.

Section V. FEE PAYING MEMBERS. A Fee Paying Employee (Member) is an employee who is a member of the bargaining unit as defined by PERC but who does not wish to be a full member of the Association. These members must pay the established fee of the Associations' costs of acting as the exclusive bargaining agent for the bargaining unit. This amount is set by the Association Executive Board. Fee Paying members of the Association shall not be entitled to participate or vote in the Association.

Section VI. DELINQUENT MEMBERS AND DISPUTED MEMBERSHIP. Members who fail to pay their dues, assessments, or in-lieu-of-dues payments, within other existing contract between the Association and any member(s), shall be notified by the Treasurer of the Association that they are delinquent and will be automatically suspended and lose their good standing if payment is not made within sixty (60) days following such notification. Delinquent, suspended, and fee paying members are not entitled to participate or vote in the Association.

1. New Members. New bargaining unit employees may voluntarily become members after being hired. Since the Janus decision was made, being a member is no longer a condition of employment.

All new members will have fifteen (15) days from the date they receive the information described in this Article to inform the Association in writing that they object to the amount being deducted from their wages and the reasons for these objections. Failure to inform the Association in a timely manner will be considered a waiver of the right to so object. Upon receipt of this objection the Association Executive Board will review the objection and inform the member within fifteen (15) days of its decision. If the board agrees with the new member, the dues will be adjusted accordingly. If the board rejects the new member's objection, then the new member has ten (10) days in which to inform the board that he or she desires to have a dispute settled by arbitration.

2. Fee Paying Members. If a member of the bargaining unit refused to join the Association, he or she will be assessed his or her share of the cost of negotiating and maintaining the CBA, and will be called a Fee Paying member. This amount will be determined by the Association's Executive Board after an independent auditor has examined the Association's detailed budget for the year. The accounting must designate the amount of funds which are to be clearly used for ideological purposes, those which are clearly to be used for the cost of negotiating the maintaining the contract, and those which are not clearly in either category. This accounting must also include all funds sent to state or national affiliates.

The Fee Paying Member will instruct the employer to deduct the amount equal to all funds not clearly to be used for ideological purposes. The Association will then place in escrow the amount which is not clearly either for ideological purposes or for negotiating or maintaining the CBA. The amount which is clearly to be used for negotiating and maintaining the contract may be used immediately by the union. The amount in escrow can only be used after members have had an opportunity to register their objections by utilizing the appeal process described below (Section VI (3)).

Fee paying members shall be provided with a copy of the budget along with an explanation of the amount of dues to be deducted from their paychecks. They will also be provided with a copy of the procedures described in this article whereby they may register their objections to the amount deducted.

3. Dispute Resolution. Upon receipt of a request for arbitration, the Association will request as soon as possible, a list from the American Arbitration Association of the five arbitrators to be submitted to the Association and the appealing member. Within ten (10) days of the receipt of this list, the Association representative will meet with the affected member and each will alternatively strike names until a single arbitrator is left. The Association representative and the

affected member shall determine by lot who will strike names first. The Association will inform the Arbitrator of his or her selection and schedule a hearing as soon as possible within the parameters of the parties' schedules. The Arbitrator will have thirty (30) days from the date of the hearing to render his or her decision. The decision will be final and binding upon both parties. The cost of the Arbitrator will be borne by the Association.

4. If the Arbitrator sustains the objection by the appealing member, then the Association will refund to that member, the amount designated by the Arbitrator. If the Arbitrator rejects the objection and supports the Association, then the disputed amount of the member's dues deducted and in escrow may be withdrawn and used by the Association.

Section VII. MEMBERS LEAVING THE BARGAINING UNIT. Members who transfer or promote to positions within WDFW, which are not represented by the Association, must notify the Association Treasurer, in writing, within fifteen (15) days of assuming the new position, that they have transferred out of the Association. Notification to the WDFW payroll office about an employee's change of position and dues status is the responsibility of the employee.

Section VIII. DISABLED MEMBERS. Any member in good standing who is on long-term disability and has not retired, retains his/her full membership status and has all the rights and benefits pertaining thereto with the exception that he/she is not required to pay dues to the Association as long as he/she is on disability status.

Section IX. INACTIVE MEMBERS. Any member in good standing who takes a leave of absence without pay from their employment with the Department of Fish and Wildlife for longer than thirty (30) days shall be placed on inactive status. Such inactive members shall not be required to pay dues and shall have no vote in the business of the Association or be eligible to hold office while on inactive status. All other membership rights shall remain in effect. Upon the employee's return to paid employment status with the Department of Fish and Wildlife from such a leave, the member's active status shall be automatically reinstated. Career Seasonal employees shall not be considered inactive during their seasonal layoff period.

ARTICLE IV MEETINGS

Section I. SPECIAL MEETINGS. Special Meetings may be called in three ways:

1. By a majority vote of the Executive Board.
2. By an aggrieved member for the purpose of appeal to a decision by the Grievance Committee regarding any grievance filed by said member.
3. Ten (10) members in good standing may petition the Executive Board to call a special meeting.

Any request for a special meeting under #2 or #3 above shall be in writing and shall specifically state what business shall be included on the agenda and no other business shall be in order at that meeting. It shall be the responsibility of the Executive Board to notify, in writing, all members in good standing of the time and place of the meeting, and the agenda, at least fifteen (15) days prior to the meeting. Proxy votes shall be allowed on business discussed at special meetings only to the extent that the advance notification meets the requirements set forth in Article VI, Section XI, Special Elections.

Section II. QUORUM. The quorum for any meeting of this Association shall be all members

in good standing. The vote can take place by ballot or online surveys.

Section III. RULES OF PROCEDURE. Unless otherwise stated within the Bylaws or CBA of this Association, all meetings shall be governed by a procedure designated by a majority vote of the Executive Board.

Section IV. DISSENT. A member who is present at any meeting of the Association at which action on any Association matter is taken shall be presumed to have assented to the holdings of the meeting and action taken unless his/her dissent or objection shall be entered in the minutes of the meeting or unless he/she shall write his/her written dissent or objection to such action with the person acting as the Secretary of the meeting before the adjournment thereof, or shall forward such dissent by registered mail to the Secretary of the Association immediately after the adjournment of the meeting. Such right of dissent shall not apply to a member who voted in favor of such action.

Section VI. EXECUTIVE SESSION. At any regularly called meeting of the Association the officers may by majority vote, elect to go into Executive Session excluding there from all members not designated in the motion from the Executive Session. The purpose of the Executive Session shall be to achieve harmony among the officers as to the Association business and direction. No vote on any matter shall be considered binding when taken during Executive Session.

ARTICLE V OFFICERS

Section I. DESIGNATION. The officers of this Association shall consist of President, Vice-President, Secretary, Treasurer and five (5) board members, which will constitute the Executive Board. These officers shall be selected by a quorum vote of the membership.

Section II. ELIGIBILITY FOR OFFICE. Any full member in good standing shall be eligible to hold any office in the Association.

Section III. TERM OF OFFICE. Officers shall hold office for two (2) year terms and until the election and installation of their successors, unless recalled from office as provided by these bylaws. The President, Secretary and two board members shall be elected on alternate years from the Vice President, Treasurer, and three board members.

Section IV. SUSPENSION FROM OFFICE. Officers may be suspended from service for ninety (90) days by 2/3 majority vote of the Executive Board for: missing two (2) consecutive board meetings without approval from the Executive Board; for acts of financial fraud against the Association; for acts which would discredit the Association; or for acts that prevent the Association from acting in the best interest of its membership. A recall election of the suspended Officer may be initiated by a 2/3 majority vote of the Executive Board. If so, a recall election petition will be distributed to all members in good standing and shall contain any allegations against the suspended Officer and any other justification for such recall election. The recall election petition may include a rebuttal to allegations made against the suspended Officer. Recall elections shall be held according to the provisions of Article V Section V.

All reimbursement claims made by the suspended Officer for claims incurred while suspended will be denied. The Executive Board may appoint a temporary replacement for suspended Officers per Article VI, Section IX.

Section V. RECALL FROM OFFICE. Officers and Board Members of this Association can be recalled from office for acts which would discredit the Association and prevent the Association from carrying out the best interest of its membership. A recall election may be initiated by the Executive Board per Article V Section IV, or by a petition to the Executive Board signed by at least twenty-five (25) percent of the members in good standing in the Association. Such a petition shall contain any allegations against any Officer(s) and any other justification for such recall election. Recall elections shall be by secret written ballot according to the provisions of Article VI.

ARTICLE VI

ELECTION OF OFFICERS

Section I. METHOD OF NOMINATION. The methods of nominations for officer candidates are as set down under the duties of the Nominating Committee.

Section II. RIGHTS OF CANDIDATES. Every candidate for office shall have the right to request distribution of campaign literature, by mail or otherwise, to all members in good standing, at the candidate's own expense. There shall be no discrimination in favor of or against any candidate with regard to the use of the membership list.

Section III. USE OF FUNDS PROHIBITED IN ELECTIONS. No funds received by this Association through initiation fees, dues, or assessments or otherwise, shall be contributed or applied to promote the candidacy of any person in election of officers. This section does not prohibit the expenditure of Association funds for notices, factual statements of issues and other necessary expenses to conduct elections so long as they do not involve promotion of any candidate or issue.

Section IV. METHOD OF VOTING. Elections of officers shall be by mail or confidential secure electronic voting, even if only one candidate is nominated for a given office. Voting will be available to each member of the Association in good standing, at least seven (7) days prior to the designated election date. Association members in good standing may then cast their vote for the candidate of their choice and deliver their ballots in the appropriate manner: secure electronic ballot, in person or by mail to the Secretary by a specified date. The candidate receiving the highest number of ballots cast shall be declared elected. There shall be no voting by proxy in the election of Association officers. Ties will be broken by secret ballot cast by a majority of the membership. Provisional ballots shall not count towards the final tally until confirmation of the member in good standing. The Secretary may not delay Certification of the Results unless there are a sufficient number of provisional ballots to cause a change in the outcome of an election.

Section V. CERTIFICATION OF RESULTS. The Secretary shall certify the official results of the election. Counting of votes will be held in such a manner as to insure an accurate, accountable, and confidential count. The process for each manner of vote will be available on the website before the time of each election.

Section VI. VACANCIES IN OFFICE. The Executive Board may appoint an Association member in good standing to a position that becomes vacant until the next election. When an office becomes vacant the members shall elect a successor for the remainder of the officer's term by majority vote of those participating in the next election from the date the office is vacated, or by election through the mail, except in the case of the President, in which the order of attrition shall take precedence.

Section VII. ORDER OF ATTRITION. In the case that the President shall be unable to complete a term of office, he/she shall be succeeded by the Vice-President, Secretary and Treasurer, in that order, provided that the successor shall be an office holder by election of the membership.

Section VIII. SPECIAL ELECTIONS. Votes on initiation fees, increase in membership dues, reinstatement fees, special assessments and recall of an officer shall be by confidential ballot and follow the methods set forth in Section IV and V of this article, except that the time limits shall apply to the next scheduled meeting. All other votes of regular Association business may be, at the option of the presiding officer, by voice or show of hands during a regular or special meeting. Proxy votes will be permitted in special elections provided that they are in the proper form and signed, and that the business to be voted on was included in the official agenda and posted for a period of seven (7) days prior to the meeting. Proxy votes will not be allowed for the elections of Officers, amendments to the Bylaws, on offers for settlement of collective bargaining negotiations or on issues affecting financial assessments to the members as listed above in paragraph 1. A proxy vote shall consist of the following form: Each vote shall be specified on a separate sheet of paper (approximately 3" x 5") and shall contain either a blanket proxy vote by the bearer, or shall specify the issue and the desired vote. Each proxy shall be signed by the maker and endorsed by the bearer. The results of the ballot shall be subject to verification of the proxies. Any proxy that is unclear as to how a vote is to be cast shall be void.

Section IX. COLLECTIVE BARGAINING NEGOTIATION TENTATIVE AGREEMENTS
All members in good standing shall be provided as much time as possible to vote on Collective Bargaining Tentative Agreements. The Association shall notify members in good standing of where the Tentative Agreements may be viewed. The Association shall make a good faith effort to notify all

members in good standing. The Association shall not be responsible for disenfranchising members that have failed to notify the Association of changes in mailing address or that does not show up as members in good standing on the last list of paying members received by the Association from the Department of Fish and Wildlife at the time the ballot is mailed.

Section X. CONTESTED ELECTIONS. Any Association member in good standing who objects to an election must register their objection, in writing, with the Association Secretary within seven calendar (7) days after election results are announced. The Secretary will convene the Election Committee, review the merits of the objection, and notify the membership of findings within seven (7) calendar days of receipt of the objection. Failure of a member to maintain up to date information with the Department of Fish and Wildlife, or the Department of Fish and Wildlife's failure to provide the Association with an updated membership list prior to an election shall not be grounds for contesting an election.

ARTICLE VII

DUTIES OF OFFICERS

Section I. PRESIDENT. It shall be the duty of the President to preside at all meetings of the Association and at meetings of the Executive Board. The President shall be the executive head of the Association. The President shall be a member ex officio of all committees. The President shall appoint such committees as may be provided for in the Bylaws and such special committees as may be authorized by the Executive Board of Association. The Treasurer or the President may sign orders and checks lawfully drawn. The President shall enforce strict observance of any Collective Bargaining Agreements, Contracts and the Bylaws of the Association. The President shall have general supervision of the other officers and chairs of committees.

The President shall discharge on behalf of the Association such duties as may be imposed upon him/her applicable by law, including the execution and filing of any reports to the Federal or State authorities, and the President shall cause to be maintained by the Association such reports as the law requires to be kept. The President shall report to the Association on the activities of the Bargaining Unit.

Section II. VICE-PRESIDENT. The Vice-President shall assist the President in such a manner as the President may determine. In the absence of the President, the Vice-President shall preside at the meetings of the Association and of the Executive Board.

Section III. SECRETARY. The Secretary shall discharge on behalf of the Association, such duties as may be imposed upon them by the President or by applicable law including the execution and filing of any reports to Federal or State authorities, including, but not limited to the following:

1. Maintain and have custody of all documents, records, books and papers belonging to the Association and/or required by law. Files pertaining to concluded grievances, disciplinary actions, or other private matters for individual members may be stored with the Association attorney at the president's discretion.
2. Keep an accurate record of the meetings of the Association and the Executive Board.
3. Attest all official documents with his/her signature.
4. Conduct the correspondence of the Association promptly
5. Serve as Chair of the Nominating Committee.

6. Appoint and supervise a Newsletter Editor and/or appoint and supervise a Web site Manager

Section IV. TREASURER. The Treasurer shall discharge on behalf of the Association, such duties as may be imposed upon them by the President or by applicable law including the execution and filing of any reports to Federal or State authorities, including, but not limited to the following:

1. Receive all money due the Association, from whatever source, and disburse the same only by check signed by him/her and/or the President or Vice-President.
2. Maintain and keep current and accurate records of members' dues payments, assessments and all other financial transactions.
3. Maintain the official list of current members of the organization in an accurate manner; including retired and honorary members, upon written request of those persons; and members not in good standing.
4. Be prepared to exhibit receipts and vouchers upon the audit of the Association's books.
5. Present to the membership at each regular meeting, an accounting of the past month's financial transactions to provide accountability and justification of any disbursements.
6. Shall serve as the primary contact for the Certified Public Accountant, Auditor and Book Keeper.

Section VI. BOARD MEMBERS. The board members shall discharge on behalf of the Association, such duties as may be imposed upon them by the President and shall participate as a voting member of the Executive Board

Section IX. EXECUTIVE BOARD. The Executive Board shall consist of President, Vice President, Secretary, Treasurer, and five (5) board members. It shall be the duty of the Executive Board to exercise general supervision and control of the invested funds and property of the Association. It shall be the duty of Officers to attend scheduled Executive Board meetings where at least seven (7) days notice has been given, unless absence has been approved by the Executive Board. The Association's funds may only be invested in accounts or funds which are

either federally insured or which are backed by the full faith and credit of the U.S. government. It shall have the authority to act in the name of the Association during intervals between meetings, such acts being subject to confirmation by the membership at the next regular meeting of the Association or by mail ballot. It shall meet at the call of the President or on a call signed by a majority of the membership or in the case of Special Meetings, by a written request of at least ten (10) members in good standing. A majority of the Executive Board shall constitute a quorum for the purposes of any decision by the Executive Board.

ARTICLE VIII COMMITTEES

Section I. ELECTION COMMITTEE. The Election Committee is a standing committee for the purpose of presenting a slate of candidate officers to the Association and to resolve contested elections. The Election Committee may be appointed by the Secretary to serve for a term of one (1) year. The Secretary shall chair the Election Committee and the committee shall consist of up to three (3) Association members in good standing. In cases of dispute among the Election Committee, the Secretary will break tie votes. Committee members in conflict with contested elections will excuse themselves from the Committee.

Any member in good standing may make nominations for officers of the Association. Nominations shall be in writing and delivered to the Election Committee not less than fifteen (15) days before the election. Nominations will be closed fifteen (15) days before the election. The Election Committee will then present to each Association member in good standing a ballot as prescribed in Article VI, Sections V and VI of the Bylaws. Voting shall be conducted as specified in Article VI, Sections IV, V, VII and VIII.

Section II. BARGAINING COMMITTEE. The Bargaining Committee shall be appointed by the Executive Board and will consist of the President and at least two (2) Association members in good standing. The committee shall conduct contract negotiations with the Office of Financial Management. The members shall be responsible for the gathering and formal presentation of any and all supportive or resource material deemed necessary for the productive pursuit of negotiations. The President shall keep the membership apprised of the status of negotiations. The appointment of the Bargaining Committee members expires upon ratification of the CBA by the members.

Section III. ISSUES COMMITTEE. The President may appoint, at any time, six (6) members in good standing to review issues brought to the Association. The members shall be knowledgeable on the issue at hand and will provide input to the Executive Board. Members involved with issue review will change with the topic and will serve only until the review is complete.

Section IV. In addition to the above listed standing committees, the President may appoint temporary committees as necessary to conduct the business of the Association. Committee members shall be appointed from Association members in good standing and shall serve as long as necessary to conduct the business of the committee they were appointed for. The chair of any

Active committee will provide a report of that committee's activities for disbursement by the President.

ARTICLE IX

INITIATION FEES, DUES AND ASSESSMENTS

Section I. Dues and fee payment and other assessments shall be paid by the payroll deduction plan as set forth in the CBA between the Association and the State of Washington.

Section II. Dues and other assessments shall be set by a majority vote of the membership.

Section III. DUES ADJUSTMENT. The current dues deduction rate is 0.9% of base salary consisting of base salary including any type of paid leave, assignment pay, standby or other miscellaneous compensations. There will be a minimum dues amount of thirty (\$30.00) dollars should the deduction rate of 0.9% of all compensation be less than thirty (\$30.00) dollars. The Executive Board may adjust the dues deduction rate by majority vote for financial reasons. The Executive Board may make dues deduction rate adjustment with a majority vote of board members with the maximum adjustment level of no more than 10 percent above the currently approved rate. The Executive Board may make no more than one dues deduction rate adjustments in any calendar year absent membership approval. All adjustments will be preceded by a thirty day notice to the membership.

Section IV. The Executive Board may reimburse any member conducting Association business not covered in a CBA for travel and other expenses. The rate of reimbursement shall be equal to the federal reimbursement rate for mileage. Other expenses incurred shall be reimbursed at face value or real cost determined by a receipt.

Section V. The Association, by vote of a majority of the members may designate an annual budget for lobbying. Should the Association introduce its own legislation, Association members will be notified of the proposed legislation at least seven (7) days prior to the lobbying or a special election. Approval shall be by majority vote of the membership responding to a mail vote or special election. Within two (2) weeks lobbying, members objecting to lobbying activities will notify the Treasurer in writing of the objection to the proportion of their dues being spent on lobbying. The Treasurer will then proceed as outlined in Article III, Sections V and VI.

Section VI. Any Association member who objects to Association dues being utilized for lobbying must register their objection in writing with the Association Treasurer within thirty (30) days of the lobbying. The association will pro-rate that member's portion of the lobbying expenses and issues that member a refund at the end of each calendar year. New members will have thirty (30) days from date of joining to notify the Treasurer of their intent not to contribute to lobbying.

ARTICLE X

STRIKES (Not allowed in the contract, see article 43 of the CBA)

Section I. The Association, if permitted by law and after a majority vote of members may call a strike. Procedures for calling a strike are as follows:

1. The Executive Board, by a majority vote, will call for a Strike Authorization Vote by the

membership.

2. Authorization to call a Strike will be made by a majority vote of those full members in good standing of the Association.

3. The Executive Board will notify all members of the time and manner of the Strike upon receiving a positive authorization vote from the membership.

ARTICLE XI FINANCIAL RECORDS

The financial records of this Association shall be reviewed by a CPA annually. Results of annual reviews will be provided to members upon written request to the Treasurer. A member appointed by the Board not directly involved in the Association's banking or finances, shall check the annual review by the CPA for irregularities, and shall review the bank statements and invoices periodically during each year.

ARTICLE XII AMENDMENTS

Amendments, revisions and repeal amendments; revisions and repeal of these Bylaws, may be made by a majority vote of those full members in good standing of this Association, which are present at any meeting, or by mail vote, provided that notice of such meeting set forth at least fifteen (15) days prior to the meeting or mail election, stating such amendment, revision or repeal to be considered at the specified meeting or election at which the vote will be taken. The Executive Board may make revisions and or amendments to the Bylaws with a majority vote of the Executive Board. The Executive Board may make no more than one revision or amendment to the Bylaws per calendar year.

ARTICLE XIII COMPENSATION

As of July 1st, 2025, the executive board consisting of the four officers, and 5 board members will receive a monthly stipend for their duties in the following amounts:

President: \$500

Vice-President: \$350

Treasurer: \$200

Secretary: \$150

Board Members: \$100

If an officer or board member works more hours than the stipend covers (at a rate of \$50/hour), they will be paid \$50/hour (implemented on 9/1/23) for each additional hour worked doing union business.

As of March 2017, all WAFHP members who have volunteered or have been assigned to a committee or a task to conduct business for the union will receive compensation at the same rate as the executive board.

The following conditions will apply to meet the qualifications of "paid time":

Time spent outside of work performing union business such as reading and responding to e-mails, reviewing union documents, etc. Time spent driving to and from in-person meetings and the meetings themselves will be paid by the hour and mileage reimbursement will be paid at the current federal mileage reimbursement rate. Also, time spent on conference calls for board meetings will be compensated.

The time spent for board members doing “allowable” union business during work hours will not be compensated. Time worked will be tracked by each board member and submitted to the bookkeeper no later than the 5th of the month. The bookkeeper will reimburse each board member based on the time submitted each month.

For the purposes of compensation, the time worked is the amount of time spent working minute for minute.