FAQ - Frequently Asked Questions

REPRESENTATION - WHO DO I TALK TO IF:

• I have a pay or Earned Leave problem.
  First, talk to your nurse manager or MWMC Payroll or the scheduling office. If that doesn’t work, contact your Unit Representative or an ONA Bargaining Team member.

• I need education funds.
  Contact the Continuing Education Committee to find out if ONA educational funds are available for the training you intend to sign up for.

• My nurse manager says she needs to talk with me.
  Ask your nurse manager what the purpose of the meeting is. If she/he wants to talk to you about performance problems or question you about some kind of incident you were involved in and you are concerned that the discussion might result in discipline for you, then contact a member of the Bargaining Team or your Local Labor Representative right away. If you don’t know how, ask your Unit Representative to assist you. You have the right to ONA representation in such situations, if you want it.

• I have received discipline.
  Again, contact a member of the Bargaining Team or your Local Labor Representative right away. If you don’t know how, ask your Unit Representative to assist you. You may want to challenge the discipline and an ONA representative can advise you on taking that step.

• My shift or schedule has been changed.
  Start by talking to your charge nurse or nurse manager to get the details on why the change occurred and to see if the change can be reversed. At MWMC, neither schedules nor shifts should be changed, unless it is part of a unit reorganization. If this doesn’t resolve the situation, contact a member of the Bargaining Team or your Local Labor Representative right away. If you don’t know how, ask your Unit Representative to assist you.

• I am missing breaks or meal periods.
  First, you should be talking to your charge nurse about your desire to be released for meals and breaks. If this doesn’t work, you should be recording the missed breaks and meal periods on your timesheet. You should also be filing a Staffing Request and Documentation Form (SRDF), if your inability to get away is the result of significant or regular understaffing. Finally, you should make sure your Unit Representative and Labor Rep know about this problem, especially if other nurses are experiencing it too.

• There aren’t enough nurses working on my unit.
  You should alert your charge nurse and nurse manager to this situation whenever it occurs. You should also be filing a Staffing Request and Documentation Form (SRDF), so that the PNCC and Staffing Committee know about this problem. The Staffing Committee will be working with all understaffed units to develop more effective staffing plans. Finally, you should make sure your Unit Representative and Labor Rep know about this, so they can pursue the matter with upper management.

• I am getting involuntarily low-censused a lot.
  All units experience routine, short-term periods of low patient volume, which may lead to low-censusing of nurses. If large numbers of nurses are missing work or if the low-census problem persists, make sure you or your Unit Representative contacts the Labor Rep.

MEMBERSHIP

• Am I automatically a member of ONA when I start work at MWMC?
  NO. You have to fill out a membership application to join ONA. If you leave an ONA-represented position and then return some time later, you may have to fill out a new application. If you move from one ONA-represented facility to another, you should check to make sure you are listed in the ONA database under the proper facility. If you are unsure of your membership status, you can call ONA Membership at 1-800-634-3552.

• Do I have to join ONA?
  NO, but we hope you will, if you haven’t done so already. It makes our organization much stronger when more nurses belong. Right now, about 76% of eligible nurses at MWMC belong to ONA.

• What is fair share?
  “Fair Share” is language we have bargained into our contract with MWMC. It says that a nurse who chooses not to join
ONA must still make a payment to ONA that is roughly equivalent to the amount of ONA dues. That is because ONA is required by law to represent all nurses covered by the contract and because all provisions of the contract apply equally to every covered nurse. At MWMC, those nurses hired before “fair share” was added to our contract are not required to make any “fair share” payment.

- **How do I pay ONA dues?**
  Most nurses pay through payroll deduction, but you can make arrangements to pay directly to ONA on a monthly, quarterly, or annual basis. There is a payroll deduction authorization section on the ONA membership application.

- **What do ONA dues pay for?**
  Most immediately, your dues pay for ONA’s work as a labor union bargaining and enforcing our contracts with MWMC. They also pay for ONA’s efforts as a professional association in the areas of nursing practice, education and research. They fund our work dealing with the Oregon Legislature and state agencies, like the Oregon State Board of Nursing and the Health Division. And they help maintain our relationships with the American Nurses Association (ANA) and United American Nurses (UAN), our national nurses’ union organization. In addition, a portion of our ONA dues comes directly back to Lane County to be spent as local ONA leaders decide.

**ORGANIZATION**

- **What is my Bargaining Unit?**
  The Medical Center “bargaining unit” includes all nurses here who are represented for collective bargaining purposes by ONA. There are non-represented nurses at the Medical Center who belong to ONA, including some nurse managers, but they are not part of the “bargaining unit”. The Home nurses who used to work for McKenzie-Willamette now work for Cascade Health Solutions and have their own ONA “bargaining unit”.

- **What is my Bargaining Team?**
  ONA’s “bargaining team” at the Medical Center is the seven nurses who sit at the bargaining table and negotiate our contract with MWMC. These nurses act as the officers of our “local” between contract negotiations. Their names are listed under the “Bargaining Team” menu. Maureen Smith, our ONA Local Labor Representative, is also a part of the “bargaining team”.

- **What is a Unit Representative?**
  Unit Representatives are nurses who have volunteered to be contact people for ONA in each work unit. They receive information from the bargaining team; from a local committee, like the PNCC; and from ONA and distribute it to their co-workers in their unit. They also welcome new nurses in their units and tell them about ONA. And they are the people nurses should be going to to ask ONA-related questions or to find out how to deal with work-related problems. We like to have at least one Unit Representative on each shift in each unit.

- **What is my Local?**
  This is another term for describing the “bargaining unit”. Some other unions actually call their “bargaining units” locals and give them numbers, like SEIU Local 49. The “McKenzie-Willamette Local” is the group of nurses in the Medical Center “bargaining unit”.

- **What is District 5?**
  ONA is also organized by geographic areas, not just “bargaining units”. District 5 is the district McKenzie-Willamette nurses belong to; it covers all nurses in Lane County who belong to ONA. District 5 also includes nurses from Sacred Heart, Peace Harbor, and nurses not covered by collective bargaining agreements, such as those at Peace Health Medical Group or in exempt positions at MWMC, who choose to belong to ONA. District 5 sponsors two formal social events each year; contributes scholarships to LCC nursing students; and helps pay for local elected delegates to attend ONA’s annual House of Delegates.

- **What is a Local Labor Representative?**
  This is a person hired by ONA to work with individual “bargaining units” to bargain and enforce their contracts; to recruit and train “local” officers, committee members, and Unit Representatives; and to represent ONA programs and policies in a particular geographic area. Local Labor Representatives typically represent 3 – 7 “bargaining units”. Some Labor Reps. are nurses, but all are trained and experienced in labor relations.

- **What is an ONA Cabinet?**
  ONA is a democratic, nurse-run organization. All major ONA program areas, such as labor relations, are directed by an elected committee of nurses called a “Cabinet”. The Economic and General Welfare (E&GW) Cabinet is the one responsible for labor relations. Billy Lindros from Sacred Heart Home Care Services is currently a member of this “Cabinet”; Debbie Lund from Sacred Heart Medical Center, ONA’s current vice-president, is a recent past member of the group.
• What is the House of Delegates?
This is ONA’s annual convention. ONA members elect delegates from each "District" who attend the convention and set priorities and make policy decisions for the organization, such as dues rates, political endorsements, how ONA will be governed, etc. District 5 gets to send 54 delegates, so this is a very representative body. The 2007 House of Delegates met in Eugene.