#### President – 3-year term, April 1, 2025 – March 31, 2028

The President serves as the Chief Spokesperson, representing the organization in official capacities. The President is responsible for calling and presiding over all PECSH-MNA meetings and acts as an ex-officio member (with voice but no vote) on all committees, except for the Nominations Committee. Additionally, the President has the authority to appoint special committees as needed, with such appointments requiring the approval of the other officers.

#### Treasurer – 3-year term, April 1, 2025 – March 31, 2028

The Treasurer is responsible for safeguarding the financial integrity of PECSH-MNA by maintaining bonding or a crime policy for all officers on accounts. The Treasurer keeps detailed records of all receipts and disbursements, providing regular financial reports to the Executive Committee. The Treasurer handles bill payments as directed, oversees all financial transactions, and leads the Finance Committee meetings. The Treasurer prepares the annual budget for approval by the Finance and Executive Committees, files required state and federal documents, and facilitates financial reviews or audits as needed. Additionally, the Treasurer submits a year-end financial report to MNA as requested.

# Healthcare Representative – 3-year term, April 1, 2025 – March 31, 2028

The Health Professional Representative at Large provides broad representation on the Executive Committee, ensuring the perspectives and interests of all health professionals are effectively included in decision-making. This role involves serving as a vital communication link, relaying concerns and updates between the Executive Committee and the health professionals within PECSH-MNA. Additionally, the Representative is responsible for facilitating annual and as needed meetings of health professionals to address their needs, foster collaboration, and promote alignment with organizational goals.

# Nominations Committee – 3-year term – April 1, 2025 – March 31, 2028

The Nominations Committee is composed of at least three members elected by the membership and is tasked with managing the election process. The committee solicits nominees for all elected positions and committees during each election cycle, ensuring a fair and transparent process. They conduct the elections, tabulate the results, and notify the PECSH-MNA Secretary of the outcome for publishing. Members of the Nominations Committee are prohibited from holding or running for any executive office to maintain impartiality.

# Finance Committee – 3-year term – April 1, 2025 – March 31, 2028

The Finance Committee is responsible for reviewing and providing input on the annual PECSH-MNA budget prepared by the Treasurer before it is presented to the Executive Committee. This ensures that the budget aligns with the organization's goals, priorities, and financial responsibilities, offering recommendations to enhance fiscal planning and oversight.

#### Bylaws Committee – 3-year term – April 1, 2025 – March 31, 2028

The Bylaws Committee, composed of three to five members elected by the membership, is responsible for maintaining and updating the organization's governing documents. The committee reviews the bylaws at least every two years and recommends and presents changes prior to voting to ensure they remain relevant and effective.

# Grievance Committee Representative – 3-year term – April 1, 2025 – March 31, 2028

There may be up to four Grievances Representatives per representative group (see included reference sheet). They are responsible for receiving and processing grievances in alignment with the procedures established by the Grievance Chair. All representatives play a key role in ensuring concerns are addressed effectively and in accordance with the bargaining agreement and existing policy.

# Negotiating Committee – 3-year term – April 1, 2025 – March 31, 2028

Each of the 11 represented groups (see included reference sheet) will elect one member to represent them at the negotiating table. These 11 members, along with the Grievance Chair and President, will represent PECSH-MNA members in negotiations with the Employer.

# MNA Delegates - 1-year term - April 1, 2025 - March 31, 2026

All PECSH-MNA members in good standing are eligible to be MNA delegates and represent PECSH-MNA members at the MNA House of Delegates. At this time, we anticipate having approximately **17** delegate positions available. Training sessions and meetings will be held to assist you with your responsibilities. You will receive a stipend TBD to assist in offsetting the cost to attend. This year's 2025 HOD will be:

October 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup> – (Fall CE Forum October 8<sup>th</sup>) Hollywood Casino, Detroit, MI