



The Union of
Southwest Airlines Flight Attendants
TWU LOCAL 556

8787 N. Stemmons Frwy.
Suite 600
Dallas, TX 75247
Phone: 800-969-7932
Fax: 214-357-9870
www.twu556.org

**TWU Local 556
Executive Board Meeting
February 16-18, 2016
Synopsis**

February 16, 2016

Brett Nevarez called the Meeting to order at 0900.

TWU Local 556 Executive Board Members John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Matt Hettich, David Jackson, Stacey Vavakas, Pamela Forte, John DiPippa, Rachel Brownfield, Brian "BR" Ricks, Jimmy West, Donna Keith and Jessica Parker were present at the Meeting.

Audrey Stone was excused due to Union business.

Todd Gage was excused due to illness.

Crystal Reven was excused for personal reasons.

Sam Wilkins read aloud the **TWU International Pledge**.

Rachel Brownfield led the Executive Board in reciting the **Pledge of Allegiance**.

The Executive Board recognized the excellent work of Treasurer John Parrott, who coordinated the recent move of the TWU Local 556 Union Office. There was discussion.

Brett Nevarez presented his **Officer's Report**. There was no written report submitted.

Sam Wilkins submitted her **Officer's Report**:

Sam Wilkins attended the Executive Board Meeting January 12-14 in Dallas, Texas. Sam was the Emergency Officer On-Call January 10-17. Sam worked in Dallas helping the Office and Grievance Team answering phones during the office move during the week of January 18-22. Sam continues to assist Members via email, phone, text and social media. Sam answered dozens of questions during Winter Storm Jonas via Facebook. Sam answered dozens of questions regarding Oakland Sick Leave (OSL). Sam encourages Oakland-based Members to visit the Oakland Base page on www.twu556.org to view an educational video regarding OSL procedures.

John DiPippa submitted the **Phoenix Base Report**:

John has done two Fact-Finding Meetings since the January Executive Board Meeting. John has been in constant contact with the Executive Board and the Membership via emails and phone calls and wrote an article for the upcoming Unity Magazine. John attended the rally in Las Vegas this month and will be attending a Phoenix Aviation Advisory Board meeting this Thursday, February 18 to speak out against the proposed \$6.00 trip fee that would be charged to off-site parking companies every time they enter the airport. John was in the lounge in January to discuss Human Trafficking and was in the lounge last week and will be there at other times this month when his schedule permits. John plans to go visit City Hall on Thursday before the Phoenix Aviation Advisory Board meeting and personally deliver a letter to Phoenix City Council Members Bill Gates, who is the Councilman for John's district, Kate Gallego, Thelda Williams, and Daniel Valenzuela in regards to the proposed trip fee. In addition to delivering these letters, John has encouraged his base via social media and an email blast to call these Councilmen expressing their displeasure about the proposed fee and John reached out to Phoenix Flight Attendant Michael Broadhead, who is an active Member of the Arizona AFL-CIO to inform them about this proposed fee. As always, John is honored to represent the Phoenix Base and wants to remind Flight Attendants to call him if they need anything.

Stacey Vavakas submitted the **Baltimore Base Report**:

Stacey reports that during the December Executive Board Meeting she had the pleasure to accompany the Negotiating Team for Opening Statements with Southwest Airlines Management. Stacey attended the Baltimore Membership Meeting. The Colonial Insurance was rolled out in the base. Stacey would like to thank Shop Stewards Lucy White-Lehman and Melissa Grube for assisting in the roll out of Colonial Insurance. Stacey stayed in constant contact with Colonial to ensure a smooth roll out for the entire Membership. Stacey assisted several Flight Attendants that were unable to make it to the lounge for enrollment. Stacey continues to stay in constant contact with Base Leadership to address concerns within the base. Stacey continues to answer phone calls and emails from the Membership.

David Jackson presented the **Houston Base Report**. There was no written report submitted.

Brian "BR" Ricks presented the **Dallas Base Report**. There was no written report submitted.

Jimmy West submitted the **Orlando Base Report**:

Jimmy reported that Fact-Finding Meetings have been at an all-time low over the past month. Jimmy reported he was in the Orlando Lounge for the Human Trafficking Campaign January 20 and he provided printed information to the Flight Attendants regarding this important topic. Jimmy reported he was in the Orlando Lounge on February 5 with TWU Local 556 President and Lead Negotiator Audrey Stone and TWU Local 556 Negotiator Trish Krider. Jimmy reported he has received several calls regarding the status of Negotiations. Jimmy reported he continues to work with the Orlando Base to resolve issues that would otherwise become Grievances. Jimmy reported the Union Red Rack has been straightened and the Union Glass Case is up to date.

Matt Hettich submitted the **Oakland Base Report**:

Matt reported that Fact-Finding Meetings have been quiet over the last few months. Matt updated the Base Page on the TWU Local 556 Website, updated the glass case, wrote an article for Unity Magazine, answered Member phone calls and emails, and met with Oakland Inflight Management to discuss

Member issues. Matt participated as a member of the Minutes Review Committee, reviewing the January Executive Board Meeting Minutes for grammatical changes only. Matt worked with the Education Committee Co-Chairperson Josh Rosenberg to help create an Oakland Sick Leave (OSL) educational video; Matt thanked Josh for his hard work producing this educational resource. The video is on the Oakland Base Page and will be distributed to the Oakland Members in the next Oakland E-Connection. Matt worked with Education Committee Co-Chairperson Angie Kilbourne to help edit and distribute the Contract 101 education sheets to the Domicile Executive Board Members for use in future lounge mobilizations.

Donna Keith presented the **Chicago Base Report**. There was no written report submitted.

Jessica Parker submitted the **Denver Base Report**:

Jessica reports that she attended the Executive Board Meeting in Dallas January 12-14. Jessica conducted a Lounge Mobilization for Human Trafficking Awareness on January 19. A special thanks goes to Alexandria Jeffers for being available in the Denver Lounge on January 19 and 20 to answer questions and bring awareness to human trafficking. Jessica sent out an E-Connection on January 19. Jessica wrote an article for Unity Magazine. Jessica conducted Fact-Finding Meetings and answered Member phone calls, texts, and emails. Jessica tidied the Union Red Rack and updated the Union Glass Case. Jessica met with Denver Assistant Base Manager, Hector Barrera, to discuss issues and events specific to the Denver Base. Jessica distributed ASAP-a-Grams on February 12 to Flight Attendant mailboxes.

Rachel Brownfield submitted the **Las Vegas Base Report**:

Rachel reports that she attended the Executive Board Meeting on January 12-15 in Dallas, Texas. Rachel worked in the Union Office on January 18-22 and again on February 1-5. Rachel participated in the Shop Steward Conference Call, the Investment Advisory Conference Call, and the Minutes Review Committee. Rachel also spent many days in the Las Vegas Lounge for Fact-Finding Meetings, meetings with Management, updating the glass case, tidying the red rack, and speaking with Members.

Pamila Forte submitted the **Atlanta Base Report**:

Pamila reports she attended the Executive Board Meeting January 12-14. Pamila updated the glass case. Pamila prepared the literature for the Human Trafficking Lounge Mobilization. Pamila wants to thank Shop Steward Courtney McClure for distributing the literature in the Atlanta Crew Lounge. Pamila attended the National Martin Luther King Convention on January 15-18 in Washington, D.C.

Matt Hettich submitted the **Committee on Political Education (COPE) Report**:

TWU Indiana/Illinois State Conference Chair Donna Keith reported that the TWU Indiana/Illinois State Conference met at the office of TWU Local 512 on January 29. The meeting was productive with two guest speakers: Raja Krishnamoorthi, Congressional Candidate for the 8th District and Patrick Powers, Democrat for Cook County Circuit Court Judge. After discussion, the group voted to endorse Raja Krishnamoorthi, Lisa Madigan (for Illinois Attorney General), as well as Patrick Powers in their bids for election. Campaign donations were requested and approved for: Brad Schneider, Raja Krishnamoorthi, and Lisa Madigan. The group thanks TWU International for the approval of the donations to these important Illinois Candidates. Further discussion included the upcoming TWU Legislative Convention in Washington, D.C. this March and what to expect. The group is excited to participate in the conference and will also take the time to break away and meet as a group, time

permitting. Additionally, the group discussed the situation in Illinois with Governor Bruce Rauner and the situation of no budget for the state since he has taken office. The Chicago Mayoral situation was also a topic, in light of the current climate in the city concerning education, crime, and Rahm Immanuel's failing public satisfaction. Matt reported that the Committee on Political Education has been working to prepare for the upcoming TWU 2016 Legislative Conference in Washington, D.C., to be held March 6 – 9. The conference will gather TWU activists and leaders from across the nation to engage in the political and lobbying process to better advocate on issues that impact TWU Members. Matt reported that the U.S. House of Representatives' Transportation and Infrastructure Committee reported out H.R. 4441, the Aviation Innovation, Reform, and Reauthorization Act of 2016. The Act, among other things, seeks to spin off the U.S. air traffic control system into a separate, private, non-profit entity. The Act also bans the use of cell phones for in-flight voice communication on scheduled Passenger flights; provides Flight Attendant training on recognizing and responding to potential human trafficking victims; increases the minimum scheduled rest period to ten consecutive hours for Flight Attendant duty periods of fourteen hours or less; and, provides for the implementation of a Fatigue Risk Management plan designed to assess current flight time and duty period limitations. The next step in the process is consideration by the U.S. House of Representatives for adoption. Matt reported that he is still in the process of adding an issues tab to the COPE page of the Union Website. The tab will highlight legislative policies in which TWU Local 556 is engaged in. Matt expects to have this project completed in time for the 2016 TWU Legislative & COPE Conference in March.

Brett Nevarez submitted the **Scheduling Committee Report** for Chairperson Lisa Trafton:

Lisa Trafton reported line writing in January for March 2016 bidding is the beginning of summer flying. In the March 2016 schedule the density rose from 6.89 in February to 7.03 in March. The increase in pairings positions built went from 6459 in February to 6634 in March, an increase of 175 more pairing positions than February. The Scheduling Committee left 1368 positions in Open Time in comparison to February where they left 153 positions in Open Time. The total number of Flight Attendant positions available for March was 8960 (a decrease of 137 positions from February 2016). The Committee for the month of March wrote an average of 72% pure Lines (Lines starting on the same day each week containing Pairings of the same length) maintained 36% of the Lines with all weekends off, and the Lines containing 3-on/off or 48-hour breaks did not exceed 18%. The average lines paid 96.17 TFP for pay. Please continue to let Flight Attendants know they are always more than welcome to watch Primary or Secondary line writing. The Line Writers for the March Primary Lines were: Rebekah Knox, Kay McCurley, Shelley Taylor, Doreen Argyropoulus-Ricker, Alexander Ricker, Don Shipman, Janet Zbojnowicz, Chase Goldman, Janet Lamy and Lisa Trafton. The Line Writers for March Secondary Lines were: Rebekah Knox, Sheri Tyler, Kay McCurley, Shelley Taylor, Doreen Argyropoulus-Ricker, Alexander Ricker, Chase Goldman, Richard Locher, Janet Lamy and Lisa Trafton

Cuyler Thompson submitted the **Education Committee Report** for Chairperson Amanda Gauger:

Amanda reports the Education Committee has been implementing edits to the Contract 101 Handbook. Because the final edits were not complete prior to the first New Hire class date, the current Contract Education booklet was printed to ensure the new Flight Attendants received them. Once all edits have been finalized, the new Contract 101 Handbook will be distributed to the remaining New Hire classes. Co-Chairperson Josh Rosenberg completed a whiteboard video for the recent addition of Oakland Sick Leave to educate Oakland-based Flight Attendants on this new process. He is also in the process of creating whiteboard videos for Illegal Duty Day, Illegal Crew Rest, Domicile Break and Stranded Pay. Josh will be attending the digital media training later this week to represent the Education Committee. Co-Chairperson Angie Kilbourne completed Contract 101 handouts covering Illegal Duty Day, Illegal Crew Rest, Domicile Break and Stranded/Unscheduled Overnights. These handouts can be used for

Lounge Mobilizations and will be uploaded on the Education tab in the future. Angie will attend the mobilization training next week to represent the Education Committee. Chairperson Amanda Gauger worked with Shop Steward Chairperson Mark Anthony Reyes to create a quick Frequently Asked Questions list for Shop Stewards regarding the creation of four-day pairings beginning with the March bid. She also continues to write a monthly Unity Update article.

Audrey Stone entered the meeting at 1008.

Audrey Stone chaired the Meeting.

Cuyler Thompson submitted the **Professional Standards Committee Report** for Chairperson Kurt Beggs:

<i>UNPROFESSIONAL BEHAVIOR</i>	<i>5</i>
<i>WITHDRAWN</i>	<i>3</i>
<i>CRM</i>	<i>3</i>
<i>PILOT</i>	<i>2</i>
<i>SOCIAL MEDIA</i>	<i>1</i>
<i>COMPANY POLICY</i>	<i>3</i>
<i>I.R. FILED</i>	<i>2</i>
<i>NOT TAKEN</i>	<i>1</i>
<i>TOTAL CASES</i>	<i>20</i>
 <i>POSITIVE OUTCOME</i>	 <i>11</i>
<i>UNRESOLVED</i>	<i>1</i>
 <i>BASE</i>	
<i>Orlando</i>	<i>3</i>
<i>Baltimore</i>	<i>4</i>
<i>Chicago</i>	<i>4</i>
<i>Phoenix</i>	<i>2</i>
<i>Dallas</i>	<i>1</i>
<i>Las Vegas</i>	<i>2</i>
<i>Houston</i>	<i>3</i>
<i>Atlanta</i>	<i>1</i>

Cuyler Thompson submitted the **Uniform Committee Report** for Chairperson Crystal Reven:

The TWU Local 556 Uniform Committee began their report by informing the Executive Board that the wear test phase two is in full swing. While there is not much information that can be shared at this time, it can be said that several items from the initial wear test have been tweaked, updated, and some have been completely redone. As previously mentioned last month, there will be an additional dress for females. This dress, like many other items has been slightly changed and more information will be out soon describing this new addition. All wear testers are in weekly, and sometimes daily, communication with Cintas and the Uniform Design Core Team regarding the pieces they are testing. The Uniform Chairpersons will be in contact with the Executive Board on the outcome of wear test phase two and they are open to answering any questions or concerns that arise. Crystal Reven and Jabari Smith continue to interact with Members via email, calls, texts, and social media. They thank the Executive Board for allowing them to serve the Members of TWU Local 556.

Cuyler Thompson submitted the **Communications Committee Report** for himself and Co-Chairperson Erich Schwenk:

Mass E-Mails

The MailChimp account was used over the past month for E-Connections, Unity Update, and Shop Steward email campaigns. The Communications Committee has moved away from the bi-monthly publication of Unity Update and is moving to a more instantaneous flow of communication to and from the Membership. The final edition of Unity Update was published on February 5. The Communications Committee is looking into switching mass email providers. The change will happen behind the scenes and Members will not notice a difference. Currently, the past ten E-Connections or base updates are displayed on their respective Base Pages on the TWU Local 556 Website. The E-Connection platform is the requested means of Communication from Domicile Executive Board Members (DEBMs). Please utilize this tool.

Website

The TWU Local 556 Website is constantly updated with current events. The main graphics and slides are constantly updated for current events, holidays, and special occasions. The Communications Committee would like to thank Atlanta-based Flight Attendant Cordell Carter for the beautiful images that are now being used throughout the Website and publications.

Videos

The January Live Webcast was streamed using YouTube, again, with great success. The streaming has been very consistent and stable when compared to past episodes using various services. YouTube streaming is still in Beta and allows free streaming with no advertising. The Live Webcast replay was published the following day utilizing Vimeo, the online video streaming service. The videos are embedded on the TWU Local 556 Website for viewing.

Social Media

Facebook continues to be a great way to reach the Members of TWU Local 556. Members are receptive to posts and this free tool reaches a lot of Members very quickly. The Communication Committee is looking forward to changes in the way the Local embraces social media. The Communications Committee started a Union Instagram account. Please follow @twulocal556 on Instagram for fun and timely pictures of Members. If you would like to share photos via the TWU Local 556 Facebook page please email them to Communications.

Mobile Applications

The TWU Local 556 App is a great resource for Members. There has been an increase of Member submitted questions in the recent months via the app and email.

Requests for future updates include:

- *Calendar*
- *CSS Codes*
- *737-800 Informational Packet*

Cuyler Thompson submitted the **Civil and Human Rights Committee (CHRC)** Report for Chairperson Lori Lochelt:

General

CHRC Chairperson Lori Lochelt continues to network with Members and is creating a pool of resources and Flight Attendants who are interested in working on CHRC projects and events.

AFL-CIO Martin Luther King, Jr Conference

Seven Flight Attendants from five domiciles attended the MLK Civil & Human Rights Conference January 14-18 in Washington, D.C.: LaTonia Paul Benoit, Pamila Forte, Steve Johnson, Corliss King, Lori Lochelt, Courtney McClure, and Damion West. Attendees participated in workshops, plenary sessions, community service, prayer breakfast, gala awards banquet, and parade. The theme was "Change the Rules! Be the Power!" Highlights included the Opening Plenary with a moderated discussion with Richard Trumka, President of the AFL-CIO and Cecile Richards, President of Planned Parenthood; workshops on Gender Justice, Criminal Justice, Movement Building, and Racial Justice. The MLK Political Boot Camp and Strategy Sessions were broken out by state which helped attendees cater their strategies to specific issues. There were about 85 Members from the various TWU Locals. Lori wrote an article about the conference for the February 5 Unity Update.

TWU International Working Women's Committee (WWC)

Lori Lochelt attended the TWU International Working Women's Committee Meeting in Grapevine, Texas January 27-29. TWU Local 556 co-hosted the meeting along with Locals 513 and 567. Approximately 30 women attended from the various TWU Locals. TWU Local 556 Member and International Field Rep Gwen York chaired the meeting. Topics discussed were "Building Your Local WWC," running for office, and leadership success. Angie Tucker of Local 513 created an excellent guide to assist Locals in building their WWCs which may be of great use to TWU Local 556. Attendees also participated in a community service project sorting donated items at the Tarrant County Food Bank. The next meeting is scheduled for mid-May.

Human Trafficking Project:

The Human Trafficking Project education and awareness campaign appears to have been received well by the Membership. Feedback from the DEBMs will assist the CHRC in planning for next January.

Cuyler Thompson submitted the **Shop Steward Committee Report** for Chairperson Mark Anthony Reyes and Co-Chairperson Crystal Reven:

Mark Anthony Reyes and Crystal Reven began their report by informing the Executive Board that the "Project Don't Delay" initiative is in full swing with our Shop Stewards. As previously communicated, the Shop Steward Committee began this initiative to educate and inform Members about the effects of delay of flight and late to the gate incidents through effective communication from Shop Stewards in hopes of reducing the number of Fact-Finding Meetings for these two issues. The Shop Steward Committee will be sending out weekly emails to Shop Stewards and focus on this topic during the monthly conference call on February 29 at 1100. So far in 2016 there have been a total of 62 Fact-Finding Meetings, fifteen of which were for delay of flight incidents. The Shop Steward Committee would like to thank the Executive Board for their continued support and welcomes all ideas, suggestions, questions and comments on how to improve and develop the Shop Steward Committee and Shop Stewards system wide.

Audrey Stone submitted the **Mobilization/Organizing Committee Report:**

Audrey reports that she and Co-Chair Sam Wilkins have been working with the Negotiating Team to prepare for the upcoming mobilization training to be held in Dallas February 22-23. Audrey is working with TWU Local 556 Strategic Advisor on the training agenda for next week. Audrey and Sam have also worked with the NT on future mobilization efforts.

Cuyler Thompson submitted the **New Hire Committee Report** for Chairperson Joe Skotnik:

Joe gave the New Hire Presentation to Class 333 on January 26 and also presented to Class 334 on February 2. Joe attended graduation of Class 333 on February 4, and looks forward to the graduation of Class 334 on February 18. Joe would like to again thank TWU Local 556 Executive Membership Coordinator Kimberly Colmenares for her assistance with the New Hire Committee. Joe would also like to thank Grievance Team Member Allison Hare and would like to congratulate her on the birth of her beautiful baby girl. Joe would like to say a special thanks to Grievance Team Member Prairie Firkus for stepping up and helping with preparing the New Hire packets while Allison is on Maternity Leave.

Jessica Parker submitted the **Scholarship Committee Report**:

Jessica reports that TWU International is now accepting applications for the 2016 Michael J. Quill Scholarship Fund. The deadline to apply is April 22. Information on the scholarships available and the application process was included in the February 5 edition of Unity Update. It was also requested that Domicile Executive Board Members include information on the Michael J. Quill Scholarship in their E-Connections. Robin Brewer, with TWU Local 556 Communications, is currently working on a glass case poster advertising the Quill Scholarship.

Cuyler Thompson submitted the **Survey Committee Report** for Chairperson Erich Schwenk:

In January, the Survey Committee assisted the Negotiating Team with their Contract 2013 Negotiations Survey. Assistance provided included the behind the scenes logistics and answering hundreds of Member queries. The Survey Committee did not assist in the breakdown or analysis of any survey data collected. In the coming months the Survey Committee will be formulating a General Membership Survey to address non-Negotiating Team items. The results of the survey will be submitted for publication in an upcoming edition of Unity Magazine.

Rachel Brownfield submitted the **Veterans Committee Report** for Chairperson Chris Sullivan:

The Veterans Committee Chairperson Chris Sullivan, reports that the Transport Workers Union Veterans Committee (TWUVC) met January 26-28 in Miami, Florida. The meeting was hosted by TWU Local 568. Chris and TWUVC Recording Secretary and Chicago Shop Steward Brendon Remezas attended on behalf of TWU Local 556. The next scheduled meeting of the TWUVC will be in Washington, D.C. on April 4-7. During this meeting an election will be held to fill the vacant TWUVC Vice Chairman position. Chris will be nominating Brendon. If elected, Brendon will move from the position of Recording Secretary to Vice Chairman. The next scheduled meetings will be in Tulsa, Oklahoma on July 12-14 then in Philadelphia, Pennsylvania on October 11-13. On February 10 Chris attended the Southwest Airlines Rally in Las Vegas, Nevada. During the event Chris met with Honor Flight Nevada Founder and Southwest Airlines Cargo Agent Jon Yuspa. Chris and Jon spoke to Southwest Airlines People Department Military and Veteran Liaison Tina Clanton about the creation of a Veterans Council at Southwest Airlines. The Council would include representatives of the major work groups within the company and work to support Active Service Members, Veterans, their families and related causes. On behalf of the Veterans Committee, Chris would like to thank Members of TWU Local 556 who are serving, or have served in our Nation's Armed Services. The sacrifice made by these Members and their families must be honored and never forgotten.

Audrey Stone submitted the **Working Women's Committee Report**:

Audrey opened the TWU International Working Women's Committee Meeting held in Bedford, Texas on January 26, which TWU Local 556 co-hosted with TWU Local 513, and would like to thank Civil and

Human Rights Committee Chairperson Lori Lochelt for attending and hosting on behalf of TWU Local 556.

Brett Nevarez presented the **Flight Attendant Drug and Alcohol Program (FADAP) Committee Report** for Chairperson Natalie Salser. There was no written report submitted.

The Executive Board took a break at 1032 and reconvened at 1053.

Executive Board Members Audrey Stone, John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Matt Hettich, David Jackson, Stacey Vavakas, Pamila Forte, John DiPippa, Rachel Brownfield, Brian "BR" Ricks, Jimmy West, Donna Keith and Jessica Parker were present at the Meeting.

Todd Gage was excused due to illness.

Crystal Reven was excused for personal reasons.

Cuyler Thompson made a **motion (1)** to revisit the October 2015 Executive Board Meeting Synopsis and Minutes. John Parrott **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Excused
Stacey Vavakas	Away
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian "BR" Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

There was discussion regarding the fact that a multiple-day pairing flown by Audrey Stone during the third quarter of 2015, as required by the TWU Local 556 Bylaws, had been inaccurately recorded in the October 2015 Executive Board Meeting Minutes and Synopsis as pairing DAUS. The correct pairing number should have been DAUX. The Executive Board **agreed** to make the correction.

Cuyler Thompson made a **motion (2)** to approve the October 2015 Executive Board Meeting Synopsis and Minutes as amended. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused

John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Excused
Stacey Vavakas	Away
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Donna Keith made a **motion (3)** to excuse Crystal Reven for personal reasons from today’s Executive Board Meeting. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Excused
Stacey Vavakas	Away
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Donna Keith made a **motion (4)** to excuse Todd Gage from today’s Executive Board Meeting for illness. John Parrott **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea

Crystal Reven	Excused
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

John Parrott made a **motion (5)** to excuse Cuyler Thompson from Wednesday and Thursday’s Executive Board Meeting for personal reasons. Donna Keith **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Abstain
Sam Wilkins	Yea
Crystal Reven	Excused
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Sam Wilkins made a **motion (6)** to excuse David Jackson from Thursday’s Executive Board Meeting due to personal reasons. Matt Hettich **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Excused
Stacey Vavakas	Yea

David Jackson	Abstain
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Donna Keith made a **motion (7)** to excuse John DiPippa from Thursday for Union business. Sam Wilkins **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Excused
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Abstain
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Cuyler Thompson submitted **January 2015 Executive Board Meeting Minutes** for review.

The Executive Board made corrections and changes to the Minutes.

John Parrott submitted the **November 2015 TWU Local 556 Financial Report** for review.

Brett Nevarez made a **motion (8)** to approve the November 2015 TWU Local 556 Financial Report. John DiPippa **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea

Crystal Reven	Excused
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

John Parrott submitted the **December 2015 TWU Local 556 Financial Report** for review.

Cuyler Thompson made a **motion (9)** to approve the December 2015 TWU Local 556 Financial Report. Brett Nevarez **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Excused
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Audrey Stone submitted correspondence for review from Dr. Bill Vandivier, Professor of Medicine and Medical Director of the COPD Center at the University of Colorado. Dr. Vandivier requested assistance from TWU Local 556 in identifying potential Flight Attendant candidates for a study regarding second-hand smoke exposure and Flight Attendant health. The Executive Board **agreed** to solicit the participation of Denver-based Southwest Airlines Flight Attendants. The Executive Board **agreed** to allow Dr. Bill Vandivier or his representative to speak about the study during the upcoming Denver Session of the Membership Meeting.

Audrey Stone submitted correspondence from the Executive Board to former TWU International Vice President and Air Transport Division Director Garry Drummond, thanking him for his many years of service to the Union. The correspondence would accompany a die-cast model of a Southwest Airlines Airplane given to Garry upon his retirement, from the Members of TWU Local 556.

The Executive Board went to lunch at 1233 and reconvened at 1400.

Executive Board Members Audrey Stone, John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Matt Hettich, David Jackson, Stacey Vavakas, Pamela Forte, John DiPippa, Rachel Brownfield, Brian "BR" Ricks, Jimmy West, Donna Keith and Jessica Parker were present at the Meeting.

Todd Gage was excused due to illness.

Crystal Reven was excused due to personal reasons.

John Parrott submitted the **January 2016 TWU Local 556 Financial Report** for review.

Brett Nevarez made a **motion (10)** to approve the January 2016 TWU Local 556 Financial Report. John Parrott **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Excused
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamela Forte	Yea
Brian "BR" Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board **agreed** that Executive Board Committee Liaisons would present their respective Committee's Report during future Executive Board Meetings.

Matt Hettich discussed the upcoming California Labor Federation's Joint Legislative Conference.

Matt Hettich submitted a proposal regarding the Alameda Labor Council AFL-CIO Unionist of the Year Celebration.

Rachel Brownfield made a **motion (11)** to buy four tickets to the Alameda Labor Council AFL-CIO Unionist of the Year Celebration. Brian "BR" Ricks **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused

John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Excused
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Audrey Stone left the Meeting at 1452.

Brett Nevarez chaired the Meeting.

Sam Wilkins and Stacey Vavakas submitted copies of a proposal regarding TWU Local 556 Monthly Executive Board Meeting hotel expenses for consideration. The Executive Board discussed hotels and rental cars. The Executive Board **agreed** to table the conversation awaiting additional information.

The Executive Board took a break at 1535 and reconvened at 1554.

Sam Wilkins submitted information regarding a proposed Resolution and/or Executive Board Mission Statement for discussion. The Executive Board **agreed** not to adopt such Resolution at that time.

John DiPippa discussed the upcoming release of electronic Flight Attendant Manuals (E-FAMs). The Executive Board **agreed** to discuss the issue with Todd Gage, who had served as the Executive Board’s liaison with Southwest Airlines Management regarding the project.

John DiPippa discussed the upcoming digital media training.

Donna Keith made a **motion (12)** to excuse Todd Gage from the rest of the Meeting due to illness. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Excused
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea

Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Donna Keith discussed Employee parking badges and associated background checks at the Chicago Base.

Cuyler Thompson read aloud a decision of the TWU International Committee on Appeals regarding Flight Attendant Peter Valdez’s appeal (#15-21). There was discussion regarding the fact that the Committee on Appeals had unanimously denied the appeal.

Brett Nevarez reported that Scheduling Committee Chairperson Lisa Trafton requested that the Executive Board appoint Negotiating Team Member Don Shipman as Co-Chairperson of the Scheduling Committee. The Executive Board **agreed** to discuss the matter later in the Meeting.

There was discussion regarding a Member’s request. Cuyler Thompson **agreed** to email the Member regarding the matter.

There was discussion regarding the fact that Atlanta-based Shop Steward Liz Howayeck was currently assisting the TWU Local 556 Negotiating Team to implement their Strategic Plan.

David Jackson submitted the **Officer’s Report** for Crystal Reven:

Crystal began her report by informing the Executive Board that she has kept quite busy throughout January and early February with Fact-Finding Meetings, Uniform Committee and Shop Steward Committee tasks. Crystal represented five Members in Fact-Finding Meetings. Crystal has participated in the Uniform Design Committee wear test process and has provided constructive feedback via email, surveys and on the Cintas supported portal. Crystal has assisted Shop Steward Committee Chairperson, Mark Anthony Reyes with promulgating information to Shop Stewards and assisted on the Shop Steward Committee Conference Call on January 29. Crystal would like to thank the Members of TWU Local 556 for allowing her to serve as Board Member at Large on the Executive Board since May of 2015 however, Crystal reports that she has made the difficult decision to resign from this position due to the onset of her mother’s advanced lung cancer. Crystal has cherished the time that she has spent serving the Members of TWU Local 556 for almost a decade and hopes to continue that service sometime in the future, but in the present time, she will be devoted to her mother’s care. Crystal is requesting that the attached letter of resignation be made available to the Members of TWU Local 556. Crystal wishes the Executive Board, all committees, Grievance Staff and Members of TWU Local 556 the best of luck moving forward.

Per the request of Crystal Reven, the Executive Board **agreed** to publish her resignation letters in the Executive Board Meeting Minutes and Synopsis.

David Jackson read aloud Board Member at Large Crystal Reven’s resignation letter:

February 16, 2016

Dear Executive Board and Members of TWU Local 556,

It is with a heavy heart that I must submit my resignation as Board Member at Large from the TWU Local 556 Executive Board effective immediately. As many of you know, 2015 was a tough year for my family and me as we lost my mother-in-law, father-in-law and my biological father all within months of each other. Unfortunately 2016 will be even more difficult as my mother has been diagnosed with an aggressive, fast spreading, treatable but non-curable type of lung cancer called Small Cell Carcinoma Lung Cancer.

I have served the Members of TWU Local 556 in one way or another for almost a decade and I hope to have the opportunity to continue that service in the future; but in the present, my time and full attention will be directed towards spending time with my mom, helping with her care and hopefully celebrating her recovery.

I have the utmost respect for my dear friend and successor, Michael Massoni. I know that he will serve our Members with the same passion and fervor for which he is well known. I wish Michael, our Executive Board and our Union as a whole the best of luck moving forward.

*In Unity,
Crystal B. Reven
Houston 64032*

David Jackson read aloud Uniform Committee Chairperson Crystal Reven's resignation letter:

February 16, 2016

Dear Executive Board and Members of TWU Local 556,

It is with a heavy heart that I must submit my resignation as Uniform Chairperson from the TWU Local 556 Uniform Committee effective immediately. I recommend and petition the Executive Board to appoint Jabari Smith as the TWU Local 556 Chairperson. Jabari has demonstrated his passion for all things Uniform since being selected to serve on the Uniform Design Committee and further as the appointed TWU Local 556 Uniform Committee Co-Chairperson. Having Jabari as a partner over the last nine months has been a Godsend for our committee and I know if appointed, you will not be disappointed.

*In Unity,
Crystal B. Reven
Houston 64032*

David Jackson read aloud Shop Steward Committee Co-Chairperson Crystal Reven's resignation letter:

February 16, 2016

Dear Executive Board and Members of TWU Local 556,

It is with a heavy heart that I must submit my resignation as Shop Steward Committee Co-Chairperson from the TWU Local 556 Shop Steward Committee effective immediately. I appreciate the opportunity the Executive Board bestowed upon me to serve on the Shop Steward Committee and wish Mark Anthony Reyes and all Shop Stewards the best of luck moving forward.

*In Unity,
Crystal B. Reven
Houston 64032*

John Parrott made a **motion (13)** to accept Crystal Reven’s resignation of Board Member at Large, Chairperson of the Uniform Committee and Shop Steward Committee Co-Chairperson. Cuyler Thompson **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Excused
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian “BR” Ricks	Nay
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Per the TWU Local 556 Bylaws, Audrey Stone **agreed** to contact Board of Election (BOE) Chairperson Will Browne regarding Crystal Reven’s resignation from the Executive Board.

John Parrott made a **motion (14)** to recess. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Yea
Pamila Forte	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea

The motion **carried**.

Audrey Stone recessed the Meeting at 1708.

February 17, 2016

Audrey Stone called the Meeting to order at 0905.

TWU Local 556 Executive Board Members Audrey Stone, Brett Nevarez, John Parrott, Sam Wilkins, Stacey Vavakas, Pamila Forte, John DiPippa, Rachel Brownfield, Matt Hettich, David Jackson, Brian "BR" Ricks, Jimmy West, Donna Keith and Jessica Parker were present at the Meeting.

Cuyler Thompson was excused for personal reasons.

Todd Gage was excused due to illness.

Matt Hettich recorded the Minutes of the Meeting.

Grievance Committee Chairperson Becky Parker entered the Meeting and submitted the **Grievance Committee Report**:

Total Number of Grievances:

128 total Grievances:

16 terminations	12.5%
15 group Grievances	11.7%
39 non term disciplinary	30.5%
58 individual contract	45.3%

Total Contract Grievances on file: 73 57.0%

Total Discipline Grievances on file: 55 40.3%

Grievance removals between January 13, 2016 and February 16, 2016 are broken down as follows:

40 Settled Union

21 Withdrawn

61 Total Removed

Board of Adjustments (BOAs)

Two BOA hearings were scheduled to take place in March. The first hearing involved a No Show and the second hearing involved a Verbal Counsel. Those hearings have cancelled due to Management's agreement to settle both cases by removing the discipline.

Update on Previous Arbitrations:

**Individual Contract Grievance filed February, 2014 for the suspension of pass privileges after reinstatement as a Flight Attendant. The hearing was scheduled for January 21. The parties agreed to settle prior to the hearing with the removal of the discipline and compensation.*

** Termination for Class 1.2. This hearing was scheduled for February 4. The parties agreed to a settlement the day prior to the hearing that included reinstatement.*

Sam Wilkins made a **motion (15)** not to proceed on six Grievances per the recommendation of the Grievance Review Committee (GRC). John DiPippa **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (16)** to proceed on a Grievance, per the recommendation of the Grievance Review Committee (GRC). John DiPippa **seconded** the motion. The motion **carried**.

Matt Hettich made a **motion (17)** to proceed on a Grievance, per the recommendation of the Grievance Review Committee (GRC). Sam Wilkins **seconded** the motion. The motion **carried**.

Matt Hettich made a **motion (18)** to proceed on a Grievance, per the recommendation of the Grievance Review Committee (GRC). Sam Wilkins **seconded** the motion.

Rachel Brownfield made a **motion (19)** to table the motion (18). Sam Wilkins **seconded** the motion. The motion **carried**.

Brett Nevarez made a **motion (20)** not to proceed on a Grievance, per the recommendation of the Grievance Review Committee (GRC). John DiPippa **seconded** the motion. The motion **carried**.

Matt Hettich made a **motion (21)** not to proceed on a Grievance, per the recommendation of the Grievance Review Committee (GRC). Jimmy West **seconded** the motion. The motion **carried**.

Brett Nevarez made a **motion (22)** to table a Grievance, per the recommendation of the Grievance Review Committee (GRC). Jessica Parker **seconded** the motion. The motion **carried**.

Matt Hettich made a **motion (23)** not to proceed on a Grievance, per the recommendation of the Grievance Review Committee (GRC). Jimmy West **seconded** the motion. The motion **carried**.

The Executive Board took a break at 1030 and reconvened at 1050.

TWU Local 556 Executive Board Members Audrey Stone, Brett Nevarez, John Parrott, Sam Wilkins, Stacey Vavakas, Pamela Forte, John DiPippa, Rachel Brownfield, Matt Hettich, David Jackson, Brian "BR" Ricks, Jimmy West, Donna Keith and Jessica Parker were present at the Meeting.

Cuyler Thompson was excused for personal reasons.

Todd Gage was excused due to illness.

Matt Hettich recorded the Minutes of the Meeting.

Becky Parker was a guest in the Meeting.

Matt Hettich made a **motion (24)** to revisit a **motion (22)**. John DiPippa **seconded** the motion. The motion **carried**.

Matt Hettich made a **motion (25)** not to proceed on a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

The Executive Board considered a Letter of Understanding to settle two Group Grievances.

Brett Nevarez made a **motion (26)** to accept the Letter of Understanding to settle two Grievances. Stacey Vavakas **seconded** the motion. The motion **carried**.

John DiPippa made a **motion (27)** to revisit a **motion (18)**. Jimmy west **seconded** the motion. The motion **carried**.

John DiPippa made a **motion (28)** not to proceed on a Grievance. Matt Hettich **seconded** the motion. The motion **carried**.

John DiPippa made a **motion (29)** to revisit a Grievance. Rachel Brownfield **seconded** the motion. The motion **carried**.

John DiPippa made a **motion (30)** not to proceed on a Grievance. Brian "BR" Ricks **seconded** the motion. The motion **carried**.

The Executive Board went to lunch at 1215 and reconvened at 1400.

TWU Local 556 Executive Board Members Audrey Stone, Brett Nevarez, Sam Wilkins, Stacey Vavakas, Pamila Forte, John DiPippa, Rachel Brownfield, Matt Hettich, David Jackson, Brian "BR" Ricks, Jimmy West, Donna Keith and Jessica Parker were present at the Meeting.

Cuyler Thompson was excused for personal reasons.

Todd Gage was excused due to illness.

Matt Hettich recorded the Minutes of the Meeting.

Grievance Committee Chairperson Becky Parker and Grievance Team Member Michelle Nickleberry were present at the Meeting to discuss the merits of a Grievance.

John Parrott entered the Meeting at 1408.

A Grievant entered the Meeting at 1440 to discuss the merits of a Grievance.

Michelle Nickleberry and the Grievant were excused from the Meeting at 1454.

John Parrott made a **motion (31)** not to proceed on a Grievance. Brian "BR" Ricks **seconded** the motion. The motion **carried**.

Grievance Team Member Lauren Childs entered the Meeting to discuss the merits of a Grievance at 1516.

A Grievant entered the Meeting at 1525 to discuss the merits of a Grievance.

Lauren Childs and the Grievant were excused from the Meeting at 1542.

David Jackson made a **motion (32)** not to proceed on a Grievance. Sam Wilkins **seconded** the motion. The motion **carried**.

The Executive Board took a break at 1549 and reconvened at 1605.

TWU Local 556 Executive Board Members Audrey Stone, Brett Nevarez, John Parrott, Sam Wilkins, Stacey Vavakas, Pamila Forte, John DiPippa, Matt Hettich, David Jackson, Rachel Brownfield, Brian "BR" Ricks, Jimmy West, Donna Keith and Jessica Parker were present at the Meeting.

Cuyler Thompson was excused for personal reasons.

Todd Gage was excused due to illness.

Matt Hettich recorded the Minutes of the Meeting.

Becky Parker was a guest in the Meeting.

Grievance Team Member Brandon Hillhouse entered the Meeting to discuss the merits of a Grievance at 1605.

A Grievant entered the Meeting at 1620 to discuss the merits of a Grievance.

Brandon Hillhouse and the Grievant were excused from the Meeting at 1645.

Matt Hettich made a **motion (33)** to proceed on a Grievance. Donna Keith **seconded** the motion. The motion **carried**.

Becky Parker was excused from the Meeting at 1651.

Brett Nevarez briefed the Executive Board on a request made by the TWU Local 556 Scheduling Committee Chairperson Lisa Trafton.

John Parrott made a **motion (34)** to appoint Don Shipman as Co-Chairperson to the Scheduling Committee. Brian "BR" Ricks **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Excused
Sam Wilkins	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Brian "BR" Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Rachel Brownfield made a **motion (35)** to recess. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Nay
Brett Nevarez	Yea
Cuyler Thompson	Excused
Sam Wilkins	Yea
Stacey Vavakas	Nay
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Pamila Forte	Nay
Rachel Brownfield	Yea
Brian "BR" Ricks	Yea
Jimmy West	Yea
Donna Keith	Nay
Jessica Parker	Nay

The motion **carried**.

Audrey Stone recessed the Meeting at 1703.

February 18, 2016

Brett Nevarez called the Meeting to order at 0902.

TWU Local 556 Executive Board Members, Brett Nevarez, John Parrott, Sam Wilkins, Stacey Vavakas, Pamila Forte, Rachel Brownfield, Matt Hettich, David Jackson, Brian "BR" Ricks, Jimmy West, Donna Keith and Jessica Parker were present at the Meeting.

Audrey Stone was away on Union business.

John DiPippa was excused for Union business.

Cuyler Thompson was excused for personal reasons.

Todd Gage was excused due to illness.

Matt Hettich recorded the Minutes of the Meeting.

Matt Hettich submitted the **January 2015 Minutes, Synopsis, Attendance Report, and Voting Record and Vote Tally** for review.

The Executive Board made corrections and changes to the Minutes.

David Jackson made a **motion (36)** to approve the January 2016 Executive Board Meeting Synopsis as amended. John Parrott **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Away
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Chair
Cuyler Thompson	Excused
Sam Wilkins	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Excused
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Away
Jessica Parker	Yea

The motion **carried**.

Rachel Brownfield made a **motion (37)** to approve the January 2016 Executive Board Meeting Voting Record and Vote Tally. David Jackson **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Away
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Chair
Cuyler Thompson	Excused
Sam Wilkins	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Excused
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Brian “BR” Ricks	Yea
Jimmy West	Yea
Donna Keith	Away
Jessica Parker	Yea

The motion **carried**.

Rachel Brownfield made a **motion (38)** to approve the January 2016 Executive Board Meeting Attendance Report. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Away
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Chair
Cuyler Thompson	Excused
Sam Wilkins	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Excused
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Brian "BR" Ricks	Yea
Jimmy West	Yea
Donna Keith	Away
Jessica Parker	Yea

The motion **carried**.

Matt Hettich submitted the **Safety Committee Report** for Chairperson Michael Massoni:

Currently the Safety Team has the following open and/or resolved action items:

Aviation Safety Action Program (ASAP) – Reports Under ERC Review = 67

<i>ID</i>	<i>Event Date</i>	<i>Status</i>	<i>Summary</i>
3365	1/6/2016	Sent to ERC for review	Minimum Crew Violation, Asked Captain if he could stay at forward part of A/C because I had to quickly go across to Potbellies to check receipt
3378	1/15/2016	Sent to ERC for review	Maintenance, Diversion for Mechanical/Maintenance
3387	1/16/2016	Sent to ERC for review	OWWE_PAX XS pax was trying to sit in the Emergency Exit Row.
3398	1/23/2016	Sent to ERC for review	Unsecure Cabin, I put a picture behind the last row of seats
3399	1/23/2016	Sent to ERC for review	Arm/Disarm Door, When front entry door was 1/4 open, I felt resistance and stopped Ops from opening. Slide was attached.
3406	1/26/2016	Sent to ERC for review	Minimum Crew Violation, OPS agent boarded passengers before we had minimum crew. Minimum crew violation. Zero communication from OPS.
3407	1/22/2016	Sent to ERC for review	Employee Passenger Conflict - Passenger swearing at "A" flight attendant
3408	1/26/2016	Sent to ERC for review	Company Safety Policy Failed to have someone present in clear zone during medical emergency
3409	1/26/2016	Sent to ERC for review	Pax having trouble breathing
3410	1/29/2016	Sent to ERC for review	Did not conduct full walk through before main cabin door was closed
3411	1/29/2016	Sent to ERC for review	As A FA I was not able to give the "cleared to takeoff" announcement.
3412	1/28/2016	Sent to ERC for review	Hurry to shut door. Forgot to brief over wing. Briefed at 10k in air.
3414	2/1/2016	Sent to ERC for review	PA that aft doors armed and cross-check complete not heard by A Flight Attendant
3415	2/2/2016	Sent to ERC for review	A passenger moved into the OWWE after my briefing.

3416	1/31/2016	Sent to ERC for review	notified that I didn't disarm fwd galley door
3418	2/4/2016	Sent to ERC for review	fourth jumpseat safety concerns
3419	2/4/2016	Sent to ERC for review	flight deck door locked before cabin secure and aft doors armed
3420	2/4/2016	Sent to ERC for review	The front entry door was cracked while still armed.
3421	2/3/2016	Sent to ERC for review	Failure to say "Disarm doors for arrival and cross check"....
3422	2/5/2016	Sent to ERC for review	Failure to turn cell phone off
3423	2/5/2016	Sent to ERC for review	Opened aft entry door once stairs arrived, before safety rail
3424	2/8/2016	Sent to ERC for review	Carryon - Passenger non compliance with first row baggage stowing
3425	2/8/2016	Sent to ERC for review	Child Restraint Device - baby car seat installed in row behind exit row aircraft left
3426	2/8/2016	Sent to ERC for review	Mutilated Lifevest
3427	2/8/2016	Sent to ERC for review	Alcohol Related - Passenger FAR 121.575 (c) pax allowed to fly after crew reported to capt. capt allowed pax that showed signs of intoxication to remain

ASAP Reports received Year-to-Date:	34
Reports Covering	38
Events Accepted Reports Year-to-Date:	9
Excluded Reports to date:	4
Open Reports:	21

Southwest Airlines Event Notification System (ENS)

Fielded Events for Period:

- 01/12/16 through 02/16/16 = 250
- Emergencies Declared = 12
- 2016 Year-to-Date = 404
- All of 2015 = 2843
- All of 2014 = 2119
- All of 2013 = 1138*
- All of 2010 = 1413
- All of 2009 = 1210
- All of 2008 = 940

*ENS tracking and trending was suspended for the period of May 2012 – June 24th, 2013 – However ENS follow-up was maintained throughout this period. The Safety Team has re-established the practice of tracking and trending all ENS events and will include the same in all future Safety Team Reports

Southwest Airlines Hot Aircraft Event Reporting

Events for Period: 01/12/16 through 02/16/16 = 7

2016 Year-to-Date = 8

All of 2015 = 788

The TWU Local 556 Safety Team continues to monitor the Centers for Disease Control (CDC) (who is coordinating with both the International Civil Aviation Organization (ICAO) and the World Health Organization (WHO)) and their recommendations in regard to the Zika Virus. As a follow-up to our recent Flight Attendant communications, we wanted to assure the Executive Board that we remain

vigilant in communicating with the Company regarding the health and safety of our Flight Attendants as it relates to operations to Zika affected international destinations.

Southwest Airlines (with considerable urging) have been and will continue to re-assign certain Flight Attendants that are concerned about flying routes to countries where the Zika Virus is originating. Pregnant Flight Attendants, and those trying to conceive are able to switch to comparable domestic flying to avoid the international Zika affected areas without fear of repercussions. The process is to contact your Base Management, or the NOC Base Manager after hours if you have a trip that needs to be re-assigned or are assigned an international pairing that touches the affected areas while on Reserve. The Flight Attendant will be instructed to complete the Zika Accommodation Request Form available at SWALife>Career>Accommodations>Request for Temporary Accommodation Due to Zika and be re-assigned to a comparable domestic pairing.

As the Zika Virus, as well as other mosquito-transmitted illnesses continues to spread (with Zika cases reported here in the United States), it is important for everyone to take precautions against mosquito bites especially if you are pregnant or trying to become pregnant:

- Use EPA-registered insect repellents that will be available at all Southwest Airlines Inflight bases, Flight Operations bases, and international gateway locations for Crew Members and Employees traveling to impacted countries. Initial supplies arrived on Wednesday, February 10.*
- CDC recommends that pregnant women consider postponing travel to any area where Zika virus transmission is ongoing (As working Crew use Zika Accommodation Procedures). Additionally, CDC recommends that pregnant women (and those trying to become pregnant) consult their doctor before departing if travel is unavoidable.*

Scheduled and Standing Meetings:

Tuesday, February 9, 2016 – CISM Administrative Meeting with NOC

Thursday, February 11, 2016 – ASAP InfoShare Presentation Brain Storming Meeting

Thursday, February 25, 2016 – Health and Safety Coordination (HASC) Meeting

Wednesday, March 9, 2016 – ASAP ERC PHX Base Visit

Thursday, March 10, 2016 – ASAP ERC Recommendation Meeting

Tuesday, March 15, 16 & 17, 2016 Bi-Annual ASAP InfoShare Meeting in PHL

Audrey Stone entered the Meeting at 0950.

Matt Hettich submitted the **Critical Incident Stress Management (CISM) Report** for Chairperson Eileen Rodriguez:

During January, the CISM Team assisted with a total of 98 incidents, and spoke to approximately 204 Flight Attendants affected by either a work or personal related event.

<i>Personal Issue-FA</i>	<i>13</i>
<i>FA Illness on A/C</i>	<i>5</i>
<i>Medical Emergency</i>	<i>5</i>
<i>Death of FA Family Member</i>	<i>5</i>
<i>Non Work Related</i>	<i>5</i>
<i>FA Family Member Illness</i>	<i>5</i>
<i>Medical w/ Divert</i>	<i>5</i>
<i>FA Injury</i>	<i>4</i>
<i>Passenger Misconduct</i>	<i>4</i>
<i>Personal Issue – Divorce</i>	<i>3</i>
<i>Death on Board</i>	<i>3</i>
<i>Debriefing CISM Team Member</i>	<i>3</i>
<i>Turbulence with Injury</i>	<i>3</i>

Defusing	2
Turbulence FA Hospitalization	2
Mechanical with Divert	2
Suicide of a Family Member	2
FA Illness on RON	2
Substance Referral FADAP Team	2
Calls Related to Death of FA	2
Calls Related to FA Family Member Death	2
Lightning Strike	1
Smoke in Cabin	1
FA Personal Illness	1
FA Involved in Accident Off Duty	1
FA Hospitalization	1
Suicide Attempt of a Family Member	1
Domestic Abuse FA	1
Child Welfare	1
Incident on RON	1
Professional Standards Referral	1
Weapon Found On Aircraft	1
Decompression	1
Aborted Take Off	1
Calls related to FA Injury	1
FA Death	1
Birdstrike	1
Lounge Mobilization – MDW	1

Audrey Stone submitted the **President's Report:**

Audrey Stone states that she chaired the Las Vegas, Phoenix, Chicago, Denver, and Oakland Membership Meetings from December 7-11. She thanks Negotiating Team (NT) Members Trish Krider, Bill Holcomb, Don Shipman, and Brett Nevarez for attending the meetings. Audrey led the NT, along with our Executive Board (EB), for the return to the negotiating table on December 16, where reopeners between the two parties were shared. The NT also worked with TWU International on the random scientific poll that was then opened up to our Membership through the Website. Audrey, along with 1st Vice President Todd Gage, Grievance Chairperson Becky Parker, Grievance Team Member Barbara Fitzhugh, and Grievance Team Member Brandon Hillhouse participated in a Grievance Summit with Southwest Airlines Management on December 15. Audrey went to the TWU Local 555 Membership Meeting on December 18, where Local 556 was thanked for their donation to the suspend 555 Members, and has stayed in communication with Local 555 Leadership to offer support during their Tentative Agreement rollout. She also participated in Live Broadcast on December 17. Audrey flew her quarterly flying on January 1-2. She met with the Training Department on January 11. She attended TWU International Air Transport Division Director Garry Drummond's retirement party on January 16. Audrey met with Southwest Airlines Leadership Vice President Cabin Services Sonya Lacore and Senior Director Operations Steve Murtoff on January 20, along with 2nd Vice President Brett Nevarez and Financial Secretary-Treasurer John Parrott. Brett and Audrey participated in a joint Union Labor Summit with SWAPA, TWU Local 555, 557, 550, Teamsters, and AMFA on January 21 and offered support to SWAPA for their upcoming picketing events. They declined to have other Unions participate

in their initial picketing events. Audrey and Brett met with AMFA Leadership, and also attended the quarterly earnings report at Southwest Airlines the same day. Audrey participated in the Shop Steward Conference Call on January 29. She attended the TWU International Executive Council (IEC) and Executive Board Meeting February 1-4, along with Todd Gage. She also participated in an IEC Conference Call on January 13. Audrey and Negotiating Team Member Trish Krider spent February 5 in Orlando for NT base visits. She thanks Orlando Domicile Executive Board Member Jimmy West and Shop Steward Edgel Maynard for accompanying them. Audrey has continued working with the NT and Strategic Advisor to prepare for continued negotiations with Southwest Airlines. She worked with the team and Communications on two digital mini-campaigns over the last few weeks. The NT was in bargaining January 25-27, and Economist Dan Aikens accompanied the team to the table on January 26. She helped facilitate the special negotiations issue of Unity Magazine, and has participated in monthly Live Broadcast. Audrey would like to thank John Parrott, Paul Sweetin, and Drew Kennedy for their work in transitioning TWU Local 556 to the new building. She also thanks Southwest Airlines for the gift welcoming Local 556 to the new office space.

Grievance Committee Chairperson Becky Parker and Grievance Team Member Michelle Nickleberry entered the Meeting at 1000 to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1005 to discuss the merits of a Grievance.

Grievance Team Member Michelle Nickleberry and the Grievant were excused from the Meeting at 1020.

John Parrott made a **motion (39)** not to proceed on a Grievance. Rachel Brownfield **seconded** the motion. The motion **carried**.

Becky Parker was excused from the Meeting at 1028.

The Executive Board considered a recommendation for the appointment of TWU Local 556 Uniform Committee Chairperson, made by the former TWU Local 556 Uniform Committee Chairperson Crystal Reven.

John Parrott made a **motion (40)** to appoint Jabari Smith as the TWU Local 556 Uniform Committee Chairperson. Sam Wilkins **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Excused
Sam Wilkins	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Excused
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Brian "BR" Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Audrey Stone **agreed** to notify Jabari Smith of his appointment as TWU Local 556 Uniform Committee Chairperson.

Brett Nevarez **agreed** to notify Don Shipman of his appointment as Co-Chairperson of the TWU Local 556 Scheduling Committee.

The Executive Board discussed a request made by John DiPippa for a floral arrangement to a Phoenix-based Flight Attendant.

The Executive Board took a break at 1045 and reconvened at 1105.

TWU Local 556 Executive Board Members, Brett Nevarez, John Parrott, Sam Wilkins, Stacey Vavakas, Pamila Forte, Rachel Brownfield, Matt Hettich, David Jackson, Brian "BR" Ricks, Jimmy West, Donna Keith and Jessica Parker were present at the Meeting.

John DiPippa was excused for Union business.

Cuyler Thompson was excused for personal reasons.

Todd Gage was excused due to illness.

Matt Hettich recorded the Minutes of the Meeting.

Negotiating Team Members Bill Holcomb, Trish Krider, and Don Shipman were guests in the Meeting to discuss the ongoing Contract Negotiations between TWU Local 556 and Southwest Airlines Management.

Liz Howayeck was a guest in the Meeting.

Digital Media Consultant Beth Becker was a guest in the Meeting.

There was discussion regarding Negotiations strategies and tactics.

Communications Committee Co-Chairperson Erich Schwenk entered the Meeting at 1115.

There was discussion regarding the Union's communications and social media strategy. There was discussion regarding future Membership mobilization and education.

Bill Holcomb, Trish Krider, Don Shipman, Erich Schwenk, Liz Howayeck, and Beth Becker were excused from the Meeting at 1210.

The Executive Board continued to discuss the Negotiations strategies, tactics and budget.

Stacey Vavakas made a **motion (41)** to adjourn. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone
Todd Gage

Chair
Excused

John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Excused
Sam Wilkins	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Excused
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Nay
Brian "BR" Ricks	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Away

The motion **carried**.

Audrey Stone adjourned the Meeting at 1251.

To the best of my knowledge, these Minutes are an accurate account of these proceedings.



Matt Hettich
Oakland Domicile Executive Board Member



Cuyler Thompson
TWU Local 556 Recording Secretary