The Union of
Southwest Airlines Flight Attendants
TWU LOCAL 556

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Executive Board Meeting
May 11-15, 2015
Synopsis

Monday
May 11, 2015

TWU Local 556 President Audrey Stone called the Meeting to order at 1400.

TWU Local 556 Executive Board Members Audrey Stone, Brett Nevarez, John Parrott, Cuyler Thompson, Sam Wilkins, Crystal Reven, Jessica Parker, David Jackson, Rachel Brownfield, John DiPippa, Jimmy West, Pamila Forte, and Stacey Vavakas were present at the Meeting.

Matt Hettich and Todd Gage were excused to participate on the Grievance Review Committee (GRC).

Andrea Garnett was excused for vacation.

Donna Keith was excused for travel purposes.

TWU International Vice President Garry Drummond was present at the Meeting.

Crystal Reven led the Executive Board in reciting the **Pledge of Allegiance**.

Brett Nevarez read aloud the **TWU Membership Pledge**.

The Executive Board discussed procedures for excusing Executive Board Members from attendance at Executive Board Meetings.

The Executive Board discussed the Board of Election (BOE) Report as it appeared in the April 2015 Executive Board Meeting Minutes and Synopsis.

Cuyler Thompson made a **motion (1)** to revisit the April 2015 Executive Board Meeting Minutes and Synopsis. Crystal Reven **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	Yea

Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Excused
Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Excused
Jimmy West	Yea
Donna Keith	Excused
Jessica Parker	Yea

The motion **carried**.

John Parrott, the Executive Board Liaison for the BOE, **agreed** to discuss the Executive Board's concerns regarding the BOE Report with BOE Chairperson Susan Johnson.

Todd Gage and Matt Hettich entered the Meeting at 1445.

Crystal Reven made a **motion (2)** to excuse Andrea Garnett from May 11 and 12 Executive Board Meeting due to scheduled vacation. Cuyler Thompson **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

David Jackson made a **motion (3)** to excuse Crystal Reven from the May 5 Special Executive Board Meeting due to personal reasons. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

Crystal Reven	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Excused
Jimmy West	Yea
Donna Keith	Excused
Jessica Parker	Yea

The motion **carried**.

Brett Nevarez made a **motion (4)** to excuse Todd Gage and Matt Hettich to participate on the Grievance Review Committee (GRC). Cuyler Thompson **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

The Executive Board discussed the TWU Local 556 Internship Proposal as submitted by Matt Hettich.

Donna Keith entered the Meeting at 1504.

The Executive Board **agreed** that David Jackson, John Parrott and Grievance Committee Chairperson Becky Parker would assist Matt Hettich to develop the final TWU Local 556 Internship Proposal for presentation to the Executive Board.

Todd Gage discussed the procedure for bidding for Emergency Officer On-Call as it appeared in the **TWU Local 556 Procedures and Guidelines** document**.** The Executive Board **agreed** to bid by Flight Attendant Seniority. Todd Gage **agreed** to update the TWU Local 556 Procedures and Guidelines to reflect the change in procedure.

The Executive Board took a break at 1546 and reconvened at 1602.

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

John Parrott was excused for Union business.

Andrea Garnett was excused for vacation.

TWU International Vice President Garry Drummond was present at the Meeting.

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

Brett Nevarez updated the Executive Board regarding the lawsuit filed by former President Stacy Martin, former 1st Vice President Chris Click and former Treasurer Jerry Lindemann against TWU Local 556.

Brett Nevarez updated the Executive Board regarding the lawsuit filed by TWU Local 556 against former President Stacy Martin, former 1st Vice President Chris Click and former Treasurer Jerry Lindemann. Brett Nevarez **agreed** to contact legal counsel regarding the questions of the Executive Board.

There was discussion regarding the lawsuit filed by Flight Attendant Kent Hand against TWU Local 556.

There was discussion regarding the lawsuit filed by Flight Attendants Kelley Martin, Pamela Starzinger, Debby Fisher, and Jeanna Jackson against TWU Local 556.

Brett Nevarez updated the Executive Board regarding the ongoing Contract Negotiations between Southwest Airlines Management and TWU Local 556.

Sam Wilkins presented her **Officer's Report** as Board Member at Large. There was no written report submitted.

Crystal Reven presented her **Officer's Report** as Board Member at Large. There was no written report submitted.

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

> *Stacey reports that she continues to communicate with Base Leadership on issues within the base. Stacey spent several days in the lounge addressing Members' concerns and sent out an E-Connection. Stacey remained in contact with Base Leadership and communicated through Facebook with Members during the Baltimore Riots. Stacey also checked in with several Flight Attendants living within the city limits. Stacey attended Executive Board Training during the first week of May.*

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

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

> *Matt reported that over the past month delay of flight and intentional disregard of assignment have resulted in Fact-Finding Meetings with Inflight Management. Matt updated the Union Glass Case and met with Oakland Inflight Management to discuss Member issues. Matt is in the process of updating the Base Page and distributing an E-Connection. Matt reported that he, along with Board Member at Large Sam Wilkins and Oakland Shop Steward Josh Rosenberg, attended the California Labor Federation's Joint Legislative Conference on April 13 and 14. While the legislative conference focused primarily on*

California Labor Federation's legislative priorities, TWU Locals lobbied California legislators on issues that directly impact TWU Members. TWU Members focused their lobbying efforts on SB 391, increasing penalties for assaults on transit workers; AB 1360, prohibiting rideshare operators from operating as a common carrier; and, sought support for TWU Local 555's ongoing Contract Negotiations from California Legislators. Matt provided an update on the Bay Area Rapid Transit (BART) Oakland Airport Connector (OAC). Now Oakland Flight Attendants will be eligible for the OAC employee discount by applying for an Oakland Secure Identification Display Area (SIDA) badge. Flight Attendants will be required to undergo fingerprinting, attend SIDA training administered through the Port of Oakland, and pay all applicable fees. For the first year a SIDA badge will cost an Oakland Flight Attendant $75; in subsequent years the cost will be $25. The discount will reduce the cost of a one-way fare from $6 to $2. Matt thanked President Audrey Stone for pushing the OAC issue on behalf of the Oakland Membership.

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

Jessica met with Denver Base Manager Tammi Fueling on April 20 to discuss base specific issues including late night/early morning train closures, Employee parking difficulties, base of the year party, and trending reasons for Fact-Finding Meetings. Concerning train closures, trains are scheduled to close from 0100 to 0400. Tentative dates of train closures are included in Inflight Info on the Go dated April 6, 2015. Only isolated problems with this have occurred to Jessica's knowledge. Employee parking in Denver continues to be an issue as the lot is consistently full. All "hang tags" are currently being collected along with vehicle information. After verification, new tags will be issued. This should identify unauthorized vehicles parked in the Employee lot and hopefully alleviate the problem. Jessica wrote and sent out first E-Connection of her term on May 1. Jessica attended Executive Board training May 4 – May 8. Jessica tidied the red rack and updated the glass case. Jessica responded to emails, Facebook messages, and texts from Members regarding parking and upcoming Shop Steward Elections. Jessica put out an open call to Members for those interested in becoming a Shop Steward as covering Fact-Finding Meetings continue to be an issue in Denver.

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

Rachel reports that she attended the Executive Board Meeting April 14-17 as well as Executive Board Training May 5- 8 in Dallas, Texas. She spent time in the lounge distributing Union Pins, tidying the Union Red Rack, and updating the Union Glass Case. Rachel represented Members in several Fact-Finding Meetings regarding possible delay of flight events, returned phone calls, and participated in the Shop Steward Conference Call. Rachel met with Base Leadership to discuss issues specific to the base and congratulated Suzanne Stephensen as the new Las Vegas Base Manager and Randall Miller on his promotion to Senior Manager Onboard Experience and Support.

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

Pamila reports she did Fact-Finding Meetings, and answered questions in the lounge. Pamila continues to meet with Base Leadership about the security issues in Atlanta. Pamila spoke with Base Leadership about buses arriving late to the Employee parking lot. Pamila reports that Fact-Finding Meetings are on the rise for points and delay of flights. Pamila participated on the Shop Steward Conference Call. Pamila attended the Executive Board Meetings in Dallas, Texas. Pamila has been communicating with several Flight Attendants about feeling harassed by the investigators at Sedgwick while out on On-the-Job-Injuries.

The Executive Board discussed how best to consider the Committee Chairperson "Letters of Interest," submitted by Members of TWU Local 556, in response to the Executive Board's Open Call published in Unity Update and Unity Magazine. The Executive Board **agreed** that Cuyler Thompson would submit the Letters of

Interest in conjunction with the in-depth committee report, submitted by the current Chairperson(s) of each of the Union's committees, for consideration.

John Parrott updated the Executive Board regarding his conversation with BOE Chairperson Susan Johnson. Cuyler Thompson submitted the revised BOE Report for Chairperson Susan Johnson. John Parrott **agreed** to again contact BOE Chairperson Susan Johnson regarding the Executive Board's concerns.

Cuyler Thompson submitted the in-depth report and account of the Critical Incident Stress Management (CISM) Committee for Chairperson Eileen Rodriguez in accordance with the TWU Local 556 Bylaws:

TWU Local 556 and Southwest Airlines mutually sponsor the Southwest Airlines Inflight CISM Team. The CISM Team started in 1996 and has been helping the Flight Attendants of Southwest Airlines since that date. The mission of the CISM Team is as follows:

"The mission of the CISM Team is to provide assistance to Crew Members and their families in the aftermath of a work related accident / incident or personal traumatic event".

The committee members attend annual Recurrent Training each year in April and are International Critical Incident Stress Foundation (ICISF) certified. The committee members are available to assist the Crewmembers and their families, as necessary. Committee members would become personal liaisons between the Employee and Employee families in dealings with TWU Local 556 and Southwest Airlines. Our goal is to assure the overall wellbeing of Crewmembers and their families in the effort to promote their healthy reentry not only in their flying career, but their normal family life also. CISM Team Members are required to attend annual CISM Recurrent Training each year and be certified in the ICISF Program. They are asked to wear the CISM pager and take calls 24 hours a day once a year or as needed on a rotating basis, for a two week time period. Team Members are also asked to do volunteer work throughout the year. The CISM Team is notified anytime a Flight Attendant is involved in an incident that would be considered irregular or traumatic. The notifications come from Inflight Scheduling, Inflight Management, TWU Local 556, Southwest Airlines Network Operations Control (NOC), Pilot CISM Team Members, and online Flight Attendants. During an average month the CISM Team gets between 85-120 notifications to our hotline. We contact the entire Crew and any Deadheading Crews onboard the aircraft. We speak to over 300 Flight Attendants every month. The CISM Team has four seats on the Go-Plane and would attempt to send one or two Team Members and the Chairperson to the accident site. The CISM Chairperson is trained on the Go-Team procedures and attends the yearly training.

<u>Overview of 2014-2015</u>

The CISM Team responded to over 1100 Incidents for Southwest Airlines. Our call volume has doubled since the opening of the Southwest Airlines NOC Department. I as acting Chairperson spoke to all New Hire Training classes, Special Merger Training (SMT) Classes and Southwest Airlines Supervisor classes, if I was unable to present I had a designated backup Team Member do the presentation. The CISM Team did twelve lounge mobilizations to support the needs of our Base Leadership Staff and the Membership. I as Chairperson attended all Southwest Airlines Emergency Response trainings and GO Team training. I coordinated individual CISM Training to new NOC Leaders, New Southwest Airlines Supervisor classes and Supervisor Recurrent Training class.

<u>CISM Chairperson Responsibilities</u>

Liaison with:

- *Southwest Airlines Leadership- Tom Crabtree*
- *Southwest Airlines NOC Base Managers*

- *TWU Local 556 Leadership – Todd Gage*
- *Pilot Team*
- *Initial Training – for New Hire classes*
- *Recurrent Training (RT) for homestudy*
- *Care Team*
- *Emergency Response Committee (ERC)*
- *Family Notification Communications Center (FNCC)*
- *Ground Operations – Station Emergency Plan (SEP)*
- *TWU Local 556 Health and Safety Chairperson(s)*
- *TWU Local 556 – Executive Board Members*
- *Flight Attendant Drug and Alcohol Program (FADAP) Team*
- *Professional Standards Team*
- *Tania Glenn- Team Mental Health Director*
- *Industry wide CISM Teams*

Daily Operations

- *24/7 backup for pager person*
- *Communicate daily with pager person*
- *Hotline technology operation*
- *Respond to all Team Members, Bases, TWU Local 556, and Company-wide Emergency Team Leads when they have questions about Crew's involvement.*
- *Remain up to date on industry-wide CISM programs & support systems*
- *Oversaw, delegated and maintained Team Projects*
- *Upcoming Trainings: Basic CISM, CISM Recurrent Training, Care Team and Team Base Coordinator (TBC) Committee*

Administration

- *Payroll: submitting Pull and Pay Sheets, follow-up*
- *AT&T phones and Skytel plans*
- *Send monthly Team updates*
- *Send monthly TWU Local 556 Updates- Board Meetings and Southwest Airlines Leadership*
- *Coordinate with TBC'S*
- *Monthly meetings with TWU Local 556 Safety and Health Chairs and NOC Managers*
- *Onboard and Unity Newsletter Articles*
- *After meetings, communicate with Team pertinent information*
- *Budgets*
- *Update CISM Manual*
- *Update Southwest Airlines, TWU Local 556, and Care Team about any Team changes*
- *Plan yearly CISM Team Training*
- *Plan and coordinate twice yearly TBC meetings*
- *Attend Quarterly Southwest Airlines Emergency Response meetings*
- *Attend ICISF Conferences to stay current*
- *Attend Yearly Airline Pilots Association training conferences*
- *Attend annual FADAP Conference*
- *Attend other Airline CISM training annually*

The Inflight CISM Team has 72 active Flight Attendants serving our TWU Local 556 Membership. We train yearly with our Pilot team and work closely throughout the year.

Cuyler Thompson presented three Letters of Interest, submitted by TWU Local 556 Members Eileen Rodriguez, Marlo Whitson and Teri Griffin, in which they volunteered to serve as Chairperson of the CISM Committee. The Executive Board reviewed and discussed the Letters of Interest.

Todd Gage made a **motion (5)** to appoint Eileen Rodriguez to serve as Chairperson of the TWU Local 556 Critical Incident Stress Management (CISM) Committee. David Jackson **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

The Executive Board **agreed** that Todd Gage would serve as the CISM Committee's Executive Board Liaison.

Cuyler Thompson **agreed** to contact all TWU Local 556 Members, who had submitted Letters of Interest to serve as Committee Chairpersons, at the conclusion of the May 2015 Executive Board Meeting.

Cuyler Thompson presented two Letters of Interest, submitted by TWU Local 556 Members Becky Parker and Brandon Hillhouse, in which they volunteered to serve as Chairperson and Co-Chairperson of the Grievance Committee, respectively. The Executive Board reviewed and discussed the Letters of Interest. The Executive Board **agreed** to consider the Grievance Committee Chairperson appointment later in the Meeting.

Cuyler Thompson presented one Letter of Interest, submitted by TWU Local 556 Member Lisa Trafton, in which she volunteered to serve as Chairperson of the Scheduling Committee. The Executive Board reviewed and discussed the Letter of Interest.

Jimmy West made a **motion (6)** to appoint Lisa Trafton to serve as the Chairperson of the TWU Local 556 Scheduling Committee. John DiPippa **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

Crystal Reven	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Away
Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Excused
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

John DiPippa made a **motion (7)** to recess. Crystal Reven **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Audrey Stone recessed the Meeting at 1750.

Tuesday

May 12, 2015

Audrey Stone called the Meeting to order at 0903.

Executive Board Members Audrey Stone, Todd Gage, John Parrott, Cuyler Thompson, Sam Wilkins, Crystal Reven, Matt Hettich, Jessica Parker, David Jackson, Rachel Brownfield, Donna Keith, John DiPippa, Jimmy West, Pamila Forte, and Stacey Vavakas were present at the Meeting.

Andrea Garnett was excused for vacation.

Matt Hettich made a **motion (8)** to excuse Brett Nevarez for Union business. Rachel Brownfield **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

The Executive Board discussed potential topics of conversation for the Southwest Airlines Inflight Management Representatives, scheduled as guests later in the Meeting.

Brett Nevarez entered the Meeting at 0915.

Grievance Chairperson Becky Parker entered the Meeting at 0932 and submitted the **Grievance Committee Report**. There was no written report submitted.

Southwest Airlines Inflight Management Representatives Brendan Conlon, Steve Murtoff and Henry Townsend entered the Meeting at 1000.

President Audrey Stone introduced the new Members of the Executive Board. The Inflight Management Representatives introduced themselves. Brendan Conlon reported that the 401(k) accounts of all former AirTran Employees would be "merged" with the Southwest Airlines 401(k) accounts by the end of the year. He went on to explain that the information would be communicated to all Employees later in the month. Brendan reported that the newly designed, larger seats, scheduled to be installed on the new Southwest Airlines 737-MAX aircraft, would not encroach into the center aisle of the aircraft. He said that the width of the center aisle would be the same size as all current Southwest Airlines aircraft configurations. Brendan said that the "search" function for Read Before Fly (RBF) publications was still available on SWALife, but would only search for current RBFs. Brendan said that Management was still working to create an automated method to notify Flight Attendants via Crew Web Access (CWA) when an important email had been sent to their Company email accounts. Brendan said that the computers at the Dallas gate podiums would be updated to allow Flight Attendants to check-in there, as in all Inflight Bases. Steve Murtoff reported that Management was working to install a check-in phone outside of security at the Houston Base. Steve said that Inflight Management was working to ensure that all Customer Service Agents (CSAs) were following the rules regarding standbys and the 4th Jumpseat at the Chicago Base. Steve reported that he had clarified the procedures for contacting Flight Attendants for Fact-Finding Meetings with Inflight Management in the bases. There was discussion regarding how to best communicate the procedures for obtaining Secure Identification Display Area (SIDA) badges to

Oakland-based Flight Attendants. Steve said that the new bags to house Flight Attendant emergency demonstration equipment on the 737-800 aircraft were coming soon. Henry Townsend said that Management was working on new ways to collect data when aircraft parked at the gate were too hot. Henry said that Management would be publishing a survey to collect data. Henry said that no changes had been made to last year's Hot Aircraft Procedures. Cuyler Thompson requested that all affected departments receive the same communication regarding Hot Aircraft Procedures. Steve reported that a date had not yet been set for the Atlanta Roundtable. Steve Murtoff said that there would be another Management meeting to ensure that the Unaccompanied Minor (UM) Procedures were communicated to all affected departments. There was discussion regarding the fact that Ground Operations personnel were still not consistently following the procedures for gate-checking Flight Attendants' Crew bags. John DiPippa inquired as to how Inflight Training was instructing Flight Attendants regarding boarding procedures and the Overwing Emergency Exit. John DiPippa discussed a recent RBF regarding the restraints contained in the Red Bag. Pamila Forte requested that Flight Attendants and/or the Union be notified in advance if a representative from Employee Relations would be present during a Fact-Finding Meeting. Audrey Stone noted that Employee Relations Representatives had been invited to address the Executive Board during a future meeting. Sam Wilkins inquired if Management would republish the information regarding East Coast bases and Reserve contact times. There was discussion regarding the way that Supervisors were conducting Inflight Audits. There was discussion regarding the method(s) that feedback was provided to Flight Attendants after receiving an Inflight Audit. Steve Murtoff said that feedback and "coaching" would no longer be provided via voicemail. Cuyler Thompson thanked Steve Murtoff for putting him in contact with Matt Sampson regarding the lack of back stock in the forward galleys. Henry Townsend asked for feedback regarding the Network Operations Control (NOC). Audrey Stone reported that the NOC Managers had been very helpful and had been providing great customer service.

The Inflight Management Representatives left the Meeting at 1106.

The Executive Board took a break at 1106 and reconvened at 1126.

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

Andrea Garnett was excused for vacation.

Grievance Committee Chairperson Becky Parker and Grievance Team Members Lauren Childs were present at the Meeting to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1145 to discuss the merits of the Grievance.

Lauren Childs and the Grievant were excused at 1230.

John Parrott made a **motion (9)** to proceed on a Grievance. Crystal Reven **seconded** the motion.

John DiPippa made a **motion (10)** to table a Grievance. Matt Hettich **seconded** the motion. The motion **carried**.

Becky Parker **agreed** to arrange a conference call with legal counsel after lunch to discuss the merits of a Grievance.

The Executive Board went to lunch at 1241 and reconvened at 1400.

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

Andrea Garnett was excused for vacation.

Grievance Committee Chairperson Becky Parker was a guest at the Meeting to discuss the merits of a Grievance.

The Executive Board spoke with legal counsel via conference call at 1405.

Todd Gage made a **motion (11)** to take a Grievance from the table. Cuyler Thompson **seconded** the motion. The motion **carried**.

The Executive Board voted on the **motion (9)** on the floor. The motion **carried**.

Todd Gage made a **motion (12)** to proceed on two Grievances. John Parrott **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (13)** not to proceed on eight Grievances per the recommendations of the Grievance Review Committee (GRC). Brett Nevarez **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (14)** not to proceed on a Grievance. Brett Nevarez **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (15)** not to proceed on a Grievance. Brett Nevarez **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (16)** to proceed on a Grievance. Brett Nevarez **seconded** the motion. The motion **did not carry**.

John DiPippa made a **motion (17)** not to proceed on a Grievance. Cuyler Thompson **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (18)** to proceed on a Grievance. Cuyler Thompson **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (19)** to proceed on a Grievance. John DiPippa **seconded** the motion. The motion **did not carry**.

John Parrott made a **motion (20)** not to proceed on a Grievance. Stacey Vavakas **seconded** the motion. The motion **carried**.

The Executive Board took a break at 1524 and reconvened at 1542.

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

Andrea Garnett was excused for vacation.

Grievance Committee Chairperson Becky Parker was a guest at the Meeting to discuss the merits of a Grievance.

The Executive Board discussed the proposed settlement offers regarding several Grievances.

Todd Gage made a **motion (21)** to revisit a Grievance. Crystal Reven **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (22)** to rescind the motion to proceed on a Grievance. Jimmy West **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (23)** not to proceed on a Grievance. Jimmy West **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (24)** to revisit a Grievance. Jimmy West **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (25)** to rescind the motion to proceed on a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (26)** not to proceed on a Grievance. Jimmy West **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (27)** to revisit a Grievance. Jimmy West **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (28)** to rescind the motion to proceed on a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (29)** not to proceed on a Grievance. David Jackson **seconded** the motion. The motion **carried**.

Todd Gage made a **motion (30)** to proceed on a Grievance. Rachel Brownfield **seconded** the motion. The motion carried.

Cuyler Thompson made a **motion (31)** to proceed on a Grievance. Jessica Parker **seconded** the motion. The motion **carried**.

Becky Parker was excused at 1728.

Matt Hettich made a **motion (32)** to recess. Sam Wilkins **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

John DiPippa	Yea
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Excused
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Audrey Stone recessed the Meeting at 1730.

Wednesday

May 13, 2015

Audrey Stone called the Meeting to order at 0900.

Executive Board Members Audrey Stone, Todd Gage, Brett Nevarez, John Parrott, Cuyler Thompson, Sam Wilkins, Crystal Reven, Matt Hettich, Jessica Parker, Andrea Garnett, David Jackson, Rachel Brownfield, Donna Keith, John DiPippa, Jimmy West, Pamila Forte, and Stacey Vavakas were present at the Meeting.

TWU Local 556 Coordinating Council Members Sam Wilkins and Crystal Reven submitted recent publications distributed by Contract Action Network (CAN) Leaders and Volunteers and updated the Executive Board regarding recent mobilization activities.

Cuyler Thompson submitted the **Scheduling Committee Report** for Chairperson Lisa Trafton:

> *Lisa Trafton reported Line Writing for June was just as challenging as always. The Scheduling Committee left 1,404 positions in Open Time (676 more positions than May 2015). Total number of Flight Attendant positions available for June was 8,454 (a decrease of 240 positions from May 2015). The Committee for the month of June wrote an average of 72% pure lines (lines starting on the same day each week containing pairings of the same length) maintained 35% of the lines with all weekends off, and the lines containing 3-on/off or 48-hour breaks did not exceed 18%. Our average line pay was 95.27 TFP. 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 June Primary Lines were: Rebekah Knox, Janet Lamy, Sheri Tyler, Kay McCurley, Shelley Taylor, Doreen Argyropoulus-Ricker, Alexander Ricker, Richard Locher, Chase Goldman and Lisa Trafton. The Line Writers for June Secondary Lines were: Kim Foster, Rebekah Knox, Janet Lamy, Sheri Tyler, Kay McCurley, Shelley Taylor, Doreen Argyropoulus-Ricker, Alexander Ricker, Chase Goldman and Lisa Trafton.*

Cuyler Thompson submitted the in-depth report and account of the Scheduling Committee for Chairperson Lisa Trafton in accordance with the TWU Local 556 Bylaws:

> *As the Scheduling Committee, we are there to provide the best quality of lines for our Flight Attendants as possible within the constraints of the Contract, Scheduling Policy, and the Company's financial constraints. Over the last three years, we have been able to maintain a professional relationship with Crew Planning. We have seen a change in our line quality due to the addition of the 800 aircraft, international flying and the continued hiring of more Flight Attendants. We will also see many more*

challenges coming with the addition of the 800-Max and more international destinations. In the next three years I would like to see more access to increase pairing productivity and flexibility, and possibly look into enhancing our current vacation bidding slots. After ratification of our next Contract, we will need to update our Scheduling Policy and publish a Scheduling Survey to our Membership.

Our current committee consists of the following Members:

Lisa Trafton	*9697*	*Houston*
Kim Hamrick	*9790*	*Dallas*
Sheri Tyler	*21875*	*Houston*
Richard Locher	*30718*	*Phoenix*
Shelley Taylor	*14876*	*Dallas*
Rebekah Farmer	*77765*	*Houston*
Janet Lamy	*60880*	*Orlando*
Kay McCurley	*15841*	*Dallas*
Alexander Ricker	*97216*	*Denver*
Doreen Argyropoulus-Ricker	*74605*	*Oakland*
Chase Goldman	*107591*	*Dallas*

John Parrott made a **motion (33)** per the recommendation of the Scheduling Committee Chairperson, to appoint Don Shipman as the Co-Chairperson of the Scheduling Committee. Jessica Parker **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **did not carry**.

Cuyler Thompson presented the in-depth report and account of the Safety Committee for Chairperson Michael Massoni in accordance with the TWU Local 556 Bylaws. There was no written report submitted.

Cuyler Thompson presented two Letters of Interest, submitted by TWU Local 556 Members Michael Massoni and Teri Griffin, in which they volunteered to serve as Chairperson of the Safety Committee. The Executive Board reviewed and discussed the Letters of Interest.

Matt Hettich made a **motion (34)** to reappoint Michael Massoni to the position or TWU Local 556 Operational Safety Chairperson. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Cuyler Thompson 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 = 5
ASAP Reports received to date: 2764

- *Accepted Reports to date: 2652*
- *Excluded Reports to date: 93*

As illustrated in the ASAP Event Reporting Rate figure above, reflecting only a 0.8 % year over year increase in ASAP reporting – SWA, FAA and TWU Safety are in agreement that ASAP Program promotion should be a major initiative this year. We believe a realistic event rate goal to be somewhere on the order of five plus percent year over year. We are pushing for a multi-faceted promotion in the form of increased RT visibility, continued Base visits w/ERC and Leadership interaction for educational purposes as well as updated promotional materials that may include pamphlets, posters and ink pens.

Southwest Airlines Event Notification System (ENS)
Fielded Events for Period:

- *04/10/15 through 05/11/15 = 250*
- *Emergencies Declared = 19*
- *2015 Year-to-Date = 1130*
- *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 24, 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*

- ***<u>Due to issues surrounding interactions between our Members and the NOC/Crew Ops Support</u>*** *– 556 Safety is continuing to meet on a monthly basis with NOC/Crew Ops Support Leadership in an effort to assist them in developing a Crew friendly operational vs. Scheduling oriented mind set. Michele Moore and Eileen Rodrigues of CISM, as well as myself will attend these meetings.*

- *As part of our ongoing Go-Team training/preparedness,* ***<u>The TWU Local 556 Go-Team is adding respiratory protection training for the Investigation Team members.</u>*** *Our role on the Go-Team may place us in a position where we could be required to wear a respirator on the accident site. This training consists of an online medical questionnaire, online training module on SWALife, and a Fit test. SWA is responsible for providing and training respiratory protection and has ordered respirators for our three Go-Team Members and will transport them to the accident site, should there be a deployment. This training and respirator fitting should be complete with all of our Go-Team Members certified by May 12, 2015.*

- ***<u>Known Crew Member (KCM) Program Update</u>*** *- To date, over 30 million Crew Members have been alternately screened through KCM or the previous CrewPASS pilot at: 30,978,037*
  Current flight Crew Members throughput at the 60 active KCM airports (Week 4/14/15 – 4/20/15 sampling):
  - *343,842 total for the week*
  - *49,120 average per day*
  - *5,731 average per airport this week*
  - *2,474average per access point this week(139 KCM accesspoints)*
  - *On 4/22/15, Pilots from Mountain Air Cargo will be participating the KCM system.*

  Current Air Carriers in which Pilots are using the KCM (50 Total) not including NATA: *NATA (Part 125 and Part 135); Aerodynamics, Inc., AirTran, Air Transport International, Air Wisconsin, Alaska, American, Atlas Air, Bering, Chautauqua, Commutair, Compass, Delta, Elite, Endeavor, Envoy, Executive, ExpressJet, FEDEX, Frontier, GoJet, Hawaiian, Horizon Air, JetBlue, Kalitta Charters II, Mesa, Mountain Air Cargo, Pacific Wings, PenAir, Piedmont, Polar Air Cargo, PSA, Republic, Seaborne, Seaport, Shuttle America, Silver, Sky Way Enterprises, Skywest, Southern Air, Southwest, Spirit, Sun Country, Swift Air, Trans States, United, US Airways, USA Jet, UPS, Virgin America, and Worldwide Jet Airlines.*

  Current Air Carriers in which Flight Attendants are using the KCM System (35 Total) not including NATA: *NATA (Part 125 and Part 135); Aerodynamics, Inc., AirTran, Air Transport International, Air Wisconsin, Alaska, American, Atlas Air, Chautauqua, Commutair, Compass, Delta, Elite, Endeavor, Envoy, ExpressJet, Frontier, GoJet, Hawaiian, Horizon Air, JetBlue, Mesa, Piedmont, PSA, Republic, Seaborne, Shuttle America, Silver, Skywest, Southwest, Sun Country, Swift Air, Trans States, United, US Airways, and Virgin America Airlines.*

- *Year-to-Date OSHA 300 Logs for all Domiciles (Attached)*

SCHEDULED AND STANDING MEETINGS:

- *Tuesday May 5 – Thursday May 7, 2015 – 2015–2018 Executive Board Safety Team Training Preparations*
- *Friday May 8, 2015 – 2015–2018 Executive Board Safety Team Training (Team Overview, Safety Reporting Systems, ASAP & Emergency Response)*
- *Thursday May 28, 2015 – ASAP ERC Voting Member*

- *Tuesday May 26, 2015 – Health and Safety Coordination (HASC) Meeting*
- *Tuesday May 12, 2015 – Go-Team Respirator Training, Fit Tests & Certification Completion*
- *Wednesday May 13, 2015– ASAP Administrative Meeting*
- *Wednesday May 13, 2015 - Thursday May 14, 2015 – 737 Max 8 Final Product Placement & MAX/Hospitality Curriculum Review*
- *Sunday May 17, 2015 - Tuesday May 19, 2015– Uniform Design Team Wear Testing Kick-off Meeting, Chicago, IL*
- *Tuesday May 26, 2015 – Network Operations Control (NOC) / Crew Operations Team (COT) standing monthly meeting*

Cuyler Thompson presented the in-depth report and account of the Health Committee for Chairperson Michele Moore in accordance with the TWU Local 556 Bylaws. There was no written report submitted.

Cuyler Thompson presented two Letters of Interest, submitted by TWU Local 556 Members Michele Moore and Teri Griffin, in which they volunteered to serve as Chairperson of the Health Committee. The Executive Board reviewed and discussed the Letters of Interest.

Jimmy West made a **motion (35)** to reappoint Michele Moore as Chairperson of the TWU Local 556 Health Committee. John DiPippa **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Todd Gage **agreed** to contact Michael Massoni and Michele Moore regarding reports submitted to the Executive Board.

The Executive Board **agreed** that Brett Nevarez would serve as the Executive Board Liaison for the TWU Local 556 Scheduling Committee.

The Executive Board **agreed** that Todd Gage would serve as the Executive Board Liaison for the TWU Local 556 Safety and Health Committees.

Matt Hettich submitted the in-depth report and account of the Education Committee in accordance with the TWU Local 556 Bylaws:

> *Over the past three years the TWU Local 556 Education Committee has focused on the primary function of trying to explain often obtuse Contract language in a more common Flight Attendant vernacular. This task has been to help TWU Local 556 Members better understand their Collective Bargaining Agreement. To accomplish this the Education Committee has worked to provide Members with the Contract Education Handbook, Contract pop quizzes on the Union Website, monthly Contract Education articles in Unity Update, quarterly Contract Education articles in Unity Magazine, and has worked with the TWU Local 556 Coordinating Council in producing Crew Connection Contract educational pieces distributed each month by the TWU Local 556 Contract Action Network. In addition, the Education Committee has also been active in coordinating new Executive Board Member Training. The Education Committee has worked to expand its network of Contract savvy Members who can interpret and explain the Contract in an easy to understand fashion. Current Education Committee Members are TWU Local 556 President Audrey Stone, former Negotiating Team Member Denny Sebesta, current Negotiating Team Member Brandon Hillhouse, Office Team Member Joe Skotnik, and Oakland Shop Steward Josh Rosenberg. With a current Membership of over 13,000 Flight Attendants, the Education Committee may need to see its membership grow moving forward. With Contract Negotiations underway, the Committee will need to continue to work closely with the Negotiating Team (NT) to facilitate Membership education during the ratification process. Additionally, the Committee could expand its role to work with the TWU Local 556 Grievance Chairperson to aid or facilitate the training of Grievance Team Members on Article 19 and 20: Grievance Procedures and Board of Adjustment, respectively. Lastly, the Education Committee ought to work closely with TWU International: specifically with the TWU International Education Department to educate our Membership on issues impacting the welfare of the individual Member, the Local Union, and the Labor Movement as a whole. While I look forward to continue working as a Member of the TWU Local 556 Education Committee, I do not wish to be considered for the Chairperson position. I would like to recommend Amanda Gauger, Angie Kilbourne, or Josh Rosenberg as Chairperson for this Committee; all three are hardworking and will serve the Committee well.*

Cuyler Thompson presented four Letters of Interest, submitted by TWU Local 556 Members Amanda Gauger, Angie Kilbourne, Josh Rosenberg and Corliss King, in which they volunteered to serve as Chairperson of the Education Committee. The Executive Board reviewed and discussed the Letters of Interest.

Matt Hettich made a **motion (36)** to appoint Amanda Gauger to the position of Chairperson of the TWU Local 556 Education Committee. Sam Wilkins **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Yea
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Yea

Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Brett Nevarez made a **motion (37)** to appoint Angie Kilbourne and Josh Rosenberg as Co-Chairpersons to the Education Committee. Sam Wilkins **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

The Executive Board took a break at 1038 and reconvened at 1055.

Executive Board Members Audrey Stone, Todd Gage, Brett Nevarez, John Parrott, Cuyler Thompson, Sam Wilkins, Crystal Reven, Matt Hettich, Jessica Parker, Andrea Garnett, David Jackson, Rachel Brownfield, Donna Keith, John DiPippa, Jimmy West, Pamila Forte and Stacey Vavakas were present at the Meeting.

The Executive Board **agreed** that Matt Hettich would serve as the Executive Board Liaison to the Education Committee.

Cuyler Thompson submitted the in-depth report and account of the Professional Standards Committee in accordance with the TWU Local 556 Bylaws:

> *Professional Standards is a committee designed to assist in resolving duty-related conflicts in a peer-based confidential manner. Professional Standards also exists to remind all Flight Attendants of the need to place safety first, to keep Crew Resource Management (CRM) and respect above all conflicts that may occur while on duty, and to perform all duties with professionalism and outstanding Customer Service. Professional Standards role is to attempt to confidentially resolve duty-related conflicts in a respectful manner so that all Crewmembers can work together as true professionals. Professional Standards consists of eighteen volunteer Flight Attendants and one committee Chair. Committee Members represent all bases, but cases are not base specific. Committee Members commit to serve for two years. The phone line is monitored every 24 to 48 hours and cases are given to Committee Members by the Chair. Committee Members may work one or two cases a month, and report back to the Chair*

with a brief synopsis of each case and outcome. Call and case volume range from fifteen to 30 per month. The Chair will submit a monthly report briefly outlining each case and category. Professional Standards also receives referrals from Inflight Leaders, Crew Accommodations Board (CAB), and Pilot's Professional Standards program.

2015 Committee Members

Kurtis Beggs - Chair	*Houston*	*#32698*
Annette Santiago	*Orlando*	*#12738*
Ryan Regal	*Chicago*	*#74670*
Albert Castaldo	*Baltimore*	*#90162*
Holley Kazakis	*Denver*	*#74303*
Pamela Collett	*Baltimore*	*#81497*
Jane Dillon	*Houston*	*#56942*
Robert Geissler	*Atlanta*	*#101197*
Sabrina Falcon	*Oakland*	*#70321*
Joe Erin Siebenlist	*Houston*	*#62572*
Wallace Harrington	*Atlanta*	*#56955*
Kerby Ollendieck	*Chicago*	*#79366*
Lezli Richie	*Dallas*	*#17918*
Shona Erlenmeyer	*Baltimore*	*#86896*
Carole Adams	*Dallas*	*# 6888*
Mary Beth Lewis	*Oakland*	*#73776*
Sharon Johnson	*Las Vegas*	*#67991*
Valeri Morris	*Houston*	*#59589*
Diane Swan	*Baltimore*	*#72026*

Professional Standards will accept cases regarding the following:

- *Crew Resource Management (CRM) - Difficulty working as a team due to miscommunication, general conduct/behavior, and general breakdown in communication.*
- *Safety - Procedural issues regarding slides, required safety Public Announcements, clear zone, carry-on and assist animal/ service animal, preflight safety requirements, and adhering to turbulence concerns during service.*
- *Federal Aviation Regulation (FAR) - Issues that are directly noted in the FAR section of the Flight Attendant Manual.*
  Company Policy - Issues regarding Crew changes, deadheading procedures and expectations, restocking, commuter issues, service requirements during flights, and general policies outlined in the Flight Attendant Manual.
- *Hotel - Referrals from the CAB regarding unprofessional behavior or disturbances in the hotel by Crew.*
- *Pilots - Duty related issues between a Pilot and Crewmembers. Cases are called in from the Pilot's Professional Standards side as well.*
- *Social Media - Issues regarding Facebook, Twitter or messaging on SWALife. The Southwest Airlines Social Media Policy is referred and compliance is requested.*
- *Trip/Trade Give Away - Issues regarding a breakdown in communication dealing with trades, money, passes and or miscommunication. We do not assist in collections, but rather help reopen communication and assist to resolve the issue.*

All matters brought to Professional Standards will be handled with strict confidentiality. Professional Standards encourages the resolution of conflict by discussing the specific behavior/issue or area of contention, rather than focusing on emotions. The overall goal is to find an acceptable and reasonable *solution for all parties. Professional Standards cannot be all things to all people, but we do strive to consider all cases. Professional Standards will seek guidance and assistance in some cases from leaders in TWU Local 556 and Inflight Leader, Dave Kissman. Confidentiality is strictly adhered to, and only situations and circumstances are discussed. Professional Standards shall not take any action that conflicts with TWU Local 556 or Southwest Airlines policy. Professional Standards is funded equally by TWU Local 556 and Southwest Airlines. Training for new Committee Members is held in Dallas and expenses are shared by TWU Local 556 and Southwest Airlines. Training for new and continuing Members will be held in Dallas in February 2016. The Committee Chair serves for two years and is compensated by TWU Local 556 and Southwest Airlines.*

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

Cases from March 2015	
Company Policy	*2*
Withdrawn	*1*
Cases for April 2015	
Not Taken	*3*
Hotel	*1*
IR Filed	*5*
Unprofessional Behavior	*2*
Withdrawn	*1*
Still in Progress	*2*
Total Cases	*14*
Positive Outcome	*3*
Neutral Outcome	*1*
Unresolved	*1*
Bases	
Houston	*3*
Chicago	*3*
Phoenix	*3*
Denver	*2*
Baltimore	*1*
Atlanta	*1*
Dallas	*1*
Las Vegas	*1*
Orlando	*1*

Cuyler Thompson presented two Letters of Interest, submitted by TWU Local 556 Members Kurtis Beggs and Jaime Drain, in which they volunteered to serve as Chairperson of the Professional Standards Committee. The Executive Board reviewed and discussed the Letters of Interest.

Jimmy West made a **motion (38)** to reappoint Kurt Beggs as Chairperson of the Professional Standards Committee. John DiPippa **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Yea
John Parrott	Yea
Brett Nevarez	Yea

Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board **agreed** that Jimmy West would serve as the Executive Board Liaison to the Professional Standards Committee.

Crystal Reven submitted the in-depth report and account of the Uniform Committee in accordance with the TWU Local 556 Bylaws:

> *Currently, the TWU Local 556 Uniform Committee along with Southwest Airlines Uniform Steering Committee is well into the Uniform Redesign process. Since December 2014, the TWU Local 556 Uniform Committee Chairperson has been engaged in either weekly emails or meetings and sometimes both. Meetings have been held in both Dallas at Southwest Airlines Headquarters or in Chicago at Cintas Headquarters. The all-new Uniform Redesign process is a longtime want and discussion of the Uniform Steering Committee and ultimately its fruition is a byproduct of the September 8, 2014, announcement of Southwest Airlines decision to take on an all-new Company livery. During the years of 2015-2017, I estimate that the TWU Local 556 Uniform Committee will have more work than in years past. This assumption is due to the current project of the Uniform Redesign. The top issues that are addressed routinely by the Uniform Chairperson are: allergic reactions, overall fit issues, purchases/returns, and allotment discrepancies. In what I consider a normal month, the TWU Local 556 Uniform Chairperson's duties include responding to Member emails, Member calls, writing reports and articles for distribution, TWU Local 556 Website Uniform page updates and at times responding to Member questions on social media. Quarterly meetings in Dallas are normal for the Uniform Steering Committee. Currently there is a male Co-Chairperson for the TWU Local 556 Uniform Committee. Contractually there is only one seat at the Uniform Steering Committee table for the Union. The Company suggested adding a male perspective to the committee. Having a second person at the 'table' is solely at the discretion of the Company. Having a Co-Chairperson on this Committee is at the sole discretion of the Executive Board.*

Cuyler Thompson presented three Letters of Interest, submitted by TWU Local 556 Members Crystal Reven, Jabari Smith and Joey Reynolds, in which they volunteered to serve as Chairperson of the Uniform Committee. The Executive Board reviewed and discussed the Letters of Interest.

Sam Wilkins made a **motion (39)** to appoint Crystal Reven as Chairperson of the TWU Local 556 Uniform Committee. Andrea Garnett **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Yea

John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

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

Audrey Stone	Chair
Todd Gage	Nay
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Abstain
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Cuyler Thompson submitted the in-depth report and account of the Communications Committee in accordance with the TWU Local 556 Bylaws:

> *The TWU Local 556 Communications Committee is tasked with providing consistent, accurate, and timely information to our growing Membership, the media, and outside entities. This mandate is quite a responsibility. To meet the challenges of communicating with a large Membership with varying degrees of learning styles, we use many methods to communicate. Some communications methods are new and still growing, while others are well established, even award winning.*

Currently the Communications Committee uses the following methods to communicate with our Membership:

- *Printed Publications – UNITY Magazine, fliers, Contract education for the Contract Action Network (CAN), holiday celebrations, Flight Attendant lounge glass case information, etc.*
- *Website – A great resource for Members and out entities to learn about our organization.*
- *Social Media – From Facebook to Twitter, Instagram to Flickr, we have social media covered with plans to expand in the future.*
- *TWU Local 556 Connect – Our iOS and android applications have recently been refreshed and there are more plans for enhancement in the future.*
- *Mass email – Email is still a favored way of communicating with our Members.*
- *Regular, old school email – Still a common form of communication.*
- *Phone Blasts – While not a favorite of the Membership, this personal tool gets one consistent message in the hands of the Membership very quickly.*

Printed Publications
TWU Local 556 prints UNITY magazine each quarter, per our Bylaws. Currently, this magazine is around 36-40 pages, full color, and takes a substantial amount of resources to produce. With contributors from across the system, the Communications Committee builds a magazine that aims to educate our Members and build UNITY within our workgroup. Deadlines for articles are sent far in advance and your cooperation in meeting deadlines will keep the magazine on track for timely printing and distribution.

Currently, UNITY is printed by a Union print shop in Houston, Texas. A 36-40-page magazine varies in price and averages $9,000 per edition. The printer is provided with comat labels and Southwest Airlines provides shipping via the cargo facilities.

Other recent printed publications include the Shop Steward Corner, Contract Action Network (CAN) Crew Connections, fun holiday fliers, posters, and letters to the Membership. Our TWU Local 556 image and branding is consistent among all publications.

Website(s)
The TWU Local 556 family of Websites includes the main site (www.twu556.org), dues, and the Negotiating Teams Website. All of these sites are built on Wordpress with custom coding and are tied to a large, secure, database containing our Members' information and dues processing.

> ***Main Website –*** *The main site was launched in April 2012. It has grown in size over the past three years and recently went through a cleanup and archiving prior to moving to in-house hosting in April 2015. The site is massive. It contains an archive of Executive Board data, Membership Meeting Minutes, past publications, various committee data, etc. Future plans call for a simplification of the data and ease of navigation. The site has the ability to run slides, which we utilize quite often. This is a great way to announce upcoming events, Membership Meeting dates, NT information, and other important happenings at TWU Local 556. The images are all custom built for the slides.*
>
> ***Negotiating Team Website –*** *The Negotiating Team Website was built by Message and Media, a third party communications vendor under Stacy Martin's administration. The site has a different look and feel from the main TWU Local 556 site and was built to separate the Union troubles at the time and show a united front for negotiating a Contract. The site does not have the same login functionality as the main and dues sites. The site is used for educating the Membership on Negotiating Team information and progress.*

Dues Website – *In 2014 the dues website was integrated with the main TWU Local 556 Website under one SSL (secure link between the server and browser). This allowed the Members and Admins to cross between the sites without having to login a separate time.*

Member Information- *Each week Southwest Airlines provides the Union with an updated file containing our Member's name, Employee number, employment status, hire date, base, phone number, address, etc. This information is provided by payroll and contains the information that Members provide Southwest Airlines via the "About Me" section. Currently we are not provided with the information provided by Flight Attendants to Crew Scheduling. That information is available via the Union CSS Application. In 2013-2014 we worked with one of our vendors, AppleTree Mediaworks, to create an enhanced database to store Member information. This Member information can be searched using a web form and the data can be exported to excel. Immediately after completion of the project we used this capability to pull Member information in response to California Wildfires. This web form provides a quick glance at Member history, notes, dues payment, just about everything we need to help a Member outside of grievances. You can find the form by clicking on the "Edit My Profile" button on the sidebar of the TWU Local 556 Website.*

Social Media

Facebook – *In 2012 TWU Local 556 moved away from a Facebook group to a Facebook page. This move was due to Members taking screenshots and turning each other in. Obviously, the Union does not want to be any part of a Member being disciplined. With this change, we launched the page as an information tool. Members may "like" all the posts they want but comments are promptly deleted. People who repeatedly comment are removed from the page. Currently there are nine users that have been removed. Comments have been allowed on specific posts, most notably when remembering the passing of an original Southwest Airlines Flight Attendant. The Facebook page has grown to nearly 3,000 likes. While most posts remain largely unliked, they are still seen by a large number of Flight Attendants and Facebook remains a popular way to disseminate information quickly and for free. Facebook uses an advanced algorithm that actually works against our posts. Facebook shows users posts that have a lot of activity first, then, if the user sticks around and starts to run out of highly clicked posts, it starts to show posts that have a less number of likes and comments. By not allowing comments on our page, the visibility of our posts in user's newsfeeds is greatly diminished.*

Twitter – *The twitterverse is vast and confusing to many. The complex platform can be a great source of information, to and from the Union. It's a great way to check on our fellow Union sisters and brothers on and off property; see what the AFL-CIO is up to; and, it serves as a great way to see what our Southwest Airlines Customers are saying about us, as a Company or as Flight Attendants. Currently we do not interact via Twitter with Members or users outside our organization. Our Facebook posts are instantly shared on Twitter and occasionally are retweeted further by Members or TWU International.*

Instagram – *TWU Local 556 has an Instagram account yet no posts. This account is set up as a name saver with plans for future growth. Taking and sharing pictures is an important part of any social media strategy and must be integrated.*

Flickr – *This is a longtime project and idea that has not come to fruition. The account has been created and our goal is to make an online space where Members can share pictures. Whether they are pictures from the cabin (no Passenger shaming), or of a plane with a beautiful sunset, any involvement of the Membership is valuable.*

The Future of Social Media at TWU Local 556 – Many of these tools are underutilized at TWU Local 556 and will be part of the Communications Committee's strategic plan. Ideas are shaping up for a social media plan that will lead us into the ever-changing world of online communication.

TWU556 Connect, iOS and Android Applications

TWU Local 556 has had a stand-alone iOS application for many years. In the past the app was $1.99, contained a searchable Contract, contacts, and a Twitter feed. The Android app was removed from the Google Play store in 2013 due to low demand, cost of upgrade, and surprisingly, bootleg copies being shared. In 2014, the decision was made to refresh the iOS app, and based on Member requests and feedback bring back the android version. Additionally, the decision was made to provide this application to the Membership for free. The Communications Committee budgeted $10,000 for the application, which we negotiated for $5,000. The contract with the programmer was finalized and includes one year of bug fixes and he will update the Contract and contacts as needed. The new app replaced the older iOS version in December 2014, and the android version launched in April 2015. Besides the Contract and contacts (both can now be updated remotely), the app now provides a form for submitting your questions, a duty day calculator, and a news feed. Members are able to engage with their Union from the palm of their hand, 24/7, 365. These applications allow for push notifications to alert Members as needed. While this tool is not used very often, we do utilize the in-app notifications that pop-up from the top of the bottom of the screen to alert the Member of important news and happenings at TWU Local 556. Based on user feedback, we now provide PDF links to UNITY and Unity Update right in the applications. Our most requested features to be added: a calendar and CSS codes. These are on the programmer's radar. No discussion of cost or contracts has taken place.

Mass Email

Our current mass email provider is MailChimp. We have used this service for nearly four years. Thanks to their Application Program Interface and our programmers, we have an integrated mail service and database. Changes supplied to Union via weekly Southwest Airlines updates, or Member input, are immediately updated to MailChimp so our list is always up-to-date. Emails can be sent to segments separated by base, state, zip, etc.

E-Connections

The E-Connection is an email from the Domicile Executive Board Member (DEBM) sent to their base. The DEBM send their email or Word document to the Communications Team who formats the email for mass sending. DEBM are provided a proof before to review, comment, and approve before the email is sent. DEBM are encouraged to send an E-Connection each month that includes hot topic in their base, leadership changes, discipline issues on the rise, fun Flight Attendant announcements, etc. Photos are encouraged as well.

Birthday Emails

Each day TWU Local 556 sends out a special birthday card to Members celebrating their birthday that day. It's a simple gesture and completely automated. The information provided by Southwest Airlines and the advanced systems from MailChimp allow us to personalize and automate messages. Over the past few years we have sent thousands of birthday messages and only received positive responses. In fact, year after year the birthday message is consistently our most opened email.

Unity Update

In the fall of 2013, the Communications Committee moved away from the printed Unity Update that was distributed in months that UNITY Magazine was not published. The new format allows for a quicker, cheaper, and more consistent stream of communication. Unity Update is listed under Mass Emails, it truly is one form of communication that incorporates many our mediums. Unity Update is available to Members via email, PDF on the Website, linked in the email and applications, and even as a stand-

alone page on our Website. These many methods take considerable more time and resources but by utilizing these methods we are able to reach Members in the way they wish to be reached. Unity Update is delivered via email on the 5th and 20th of each month, regardless of the day of the week or if it is a holiday. Every month, twice a month, a full publication is delivered to the Membership. This color publication is produced in many formats to provide update information to our Flight Attendants. A PDF file is attached to the email. This is provided for those who wish to print out or download the Update. The PDF also contains links that will take the reader to the appropriate website, providing they have an internet connection. The PDF file can also be found on the TWU Local 556 Website. The e-version of the Update can also be found on the Website.

Special Announcements

Occasionally the need arises to send emails to the entire Membership. Recently these emails have included the Harvard Health Study, Board of Election urgent notices, holiday messages, and Membership Surveys.

NOTE: *The Communications Team has no connection to the mailing list used by candidates during elections. Our third party vendor, AppleTree Mediaworks, handles all election related emails. We only send emails to the Membership on behalf of the Board of Election (BOE).*

Email

If you trust the Internet, which is always true and accurate, email is a dying form of communication. New technologies are created each year that will kill email for good. While many organizations have embraced new technology to replace email, while dealing with outside entities and our Members, it's still a communication tool of choice. Each day Members submit questions via email or the Union Website to get answers to their Contractual questions. The Communications Committee takes time to answer each one, often time providing the corresponding Contract language in question. Occasionally questions are forwarded to the Grievance Team for potential Contract violation follow-up or for additional resources and information requests as the Communications Team does not request files from Southwest Airlines. Timelines are watched closely as inboxes can fill and messages may be missed.

Phone Blasts (Robo Calls)

Blast calls have become a valuable tool in our communications toolbox. While Membership feedback is mixed on the reception of calls, their value is undeniable. Most recently, calls have been used to increase voter turn out in the TWU Local 556 Officer Election. New technology allows the computer system to call Flight Attendants, play separate messages for a live person or voice mail, or even transfer calls to a waiting party (pausing further calls as not to overwhelm the live operators). Historically the cost of a blast call was $1,500 for a one-minute message. New systems allow greater control over timing at a reduced cost to the Union. These new providers cost around $600 to send a one-minute message to our larger Membership.

Publications

Unity Magazine

This full color magazine is produced and printed four times a year. In detail, Recording Secretary and Communications Chairperson Cuyler Thompson solicits Flight Attendants to write various articles pertaining to the theme of each magazine. The deadlines are set to provide ample time for the articles to be researched and written. Once articles are received, they are then forwarded to Communications Committee Co-Chairperson Robin Brewer for initial edits and to begin the layout, design and production of the magazine. Artwork for the magazine is obtained from various sources – internet, photos and created artwork. Once all articles and pictures are placed in the magazine and the layout is finished, the first round of edits takes place with the Editorial Team. At this point the printer is notified of approximate date he will receive the magazine for production and we provide a quantity and break-

down of the base distribution. Once the edits are made from the Editorial Team, it is sent to the Communications Team for edits, and the TWU Local 556 President Audrey Stone makes the final edits. When all edits are finalized, Robin creates the file for the printer. The printer then creates a proof and overnights it to Robin for proof. Once the proof is approved, within 5 to 7 business days, the magazine is shipped COMAT with labels that are provided from us.

Shop Steward Corner
Working under the direction of the Shop Steward Chairperson, Robin receives articles and pictures and then begins the editing and production phase. This sometimes (as in the Unity publications) involves creating trip sheets for examples that will provide visuals for articles. After the design phase is complete, it is sent to Erich and Audrey for edits. Edits are then completed and it is sent to Shop Stewards via email.

Glass Case Posters
Working under the direction of the assigned DEBM, Robin works to create a glass case poster with the theme that the Board has decided upon. Once finalized, a PDF file is made in both 11x17 and letter size format for DEBMs to have printed locally and placed in the glass case.

NT/Contract Action Network (CAN)
Crew Connections – under the direction of Matt Hettich, Robin works to create educational pieces that are used in lounge mobilizations. There are currently twelve Crew Connections, which continue to be great educational resources. Lounge Mobilization – usually under the direction of Board Member at Large Sam Wilkins, various projects (other than Crew Connections) are created. Since the inception of the CAN, there have been seventeen projects ranging from holiday themes, to quizzes, to mailers (ie: Lines in the Sand mailer), "boarding pass" to distribute to customers, pin the dot on the destination map, etc.

The Future
The future of TWU Local 556 communications is Membership driven. We will continue to adapt to our Member's requests and make the Union's presence available in many mediums and channels. Whether we continue to provide a quarterly magazine, enhanced social media presence, or more face to face communication, The TWU Local 556 Communications Committee will rise to the challenge with consistent, accurate, and timely information. Below are some way that we are working to incorporate into our toolbox:

Text Messages
There is no denying it, texting is huge! Future plans for two-way text messaging need to be considered. This tool will allow Members to simply text their Union and get a response. Of course a plan like this would need Executive Board approval and the cooperation of the Grievance, Communications, and Education Committees, as well as Technology and our third party vendor, AppleTree MediaWorks.

TWU Local 556 Connect Application
The newest applications available to Members provide the ability to submit questions to the Communications Team, getting a response to any question in 24 hours. This is only one way to grow upon the application. We are looking to make this a one stop shop for Flight Attendants providing every tool a Flight Attendant may need.

Cuyler Thompson presented three Letters of Interest, submitted by TWU Local 556 Members Cuyler Thompson, Erich Schwenk and Robin Brewer, in which they volunteered to serve as Chairperson (or Co-Chairperson) of the Communications Committee. The Executive Board reviewed and discussed the Letters of Interest.

Sam Wilkins made a **motion (41)** to appoint Cuyler Thompson as the Chairperson of the Communications Committee. Rachel Brownfield **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Jimmy West made a **motion (42)** to appoint Robin Brewer and Erich Schwenk as Co-Chairpersons of the Communications Committee. Sam Wilkins **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

The Executive Board discussed Unity Magazine. The Executive Board **agreed** that Unity Magazine, for now, would continue to be published in its current format.

The Executive Board went to lunch at 1225 and reconvened at 1333.

Executive Board Members Audrey Stone, Todd Gage, Brett Nevarez, John Parrott, Cuyler Thompson, Sam Wilkins, Crystal Reven, Matt Hettich, Jessica Parker, Andrea Garnett, David Jackson, Rachel Brownfield, Donna Keith, John DiPippa, Jimmy West, Pamila Forte, and Stacey Vavakas were present at the Meeting.

Cuyler Thompson submitted the in-depth report and account of the Civil and Human Rights Committee (CHRC) for Pamila Forte in accordance with the TWU Local 556 Bylaws:

> *After being appointed Chair of the Civil and Human Rights Committee two months ago, I had the privilege of attending the 2015 AFL-CIO Martin Luther King Jr. Civil and Human Rights Conference in Atlanta Georgia. During that weekend TWU International leadership, local leaders and Members from across the country performed acts of community service, volunteering in parks, schools, soup kitchens, and homes. Our Members brothers and sisters partnered with the United Way of Metropolitan Atlanta and First Book to do grounds keeping at Atlanta's English Park. There were enlightening breakout sessions about Union Representation tools and community organizing. In the past the CHRC participated in many community activities including, training in the workplace, marriage equality events, fighting against racism and sexual harassment violations. The CHRC also volunteered at the Alpha Home, a treatment center providing services to chemically dependent women and men. In March 2015, the TWU Local 556 Civil and Human Rights Committee presented a Human Trafficking Seminar in Atlanta. In attendance were representatives from each Base and the guest speakers were, the states U.S. Attorney, and two Special Agents from the FBI. The seminar served to bring awareness to our work group and how it affects our Members in the work place. The Civil and Human Rights Committee will continue to strive for positive change and unity in our diverse workforce. In closing I would like to continue as Liaison for the Civil and Human Rights Committee and recommend Lori Lochelt and Nadia Gilkes as Chairpersons.*

Cuyler Thompson presented five Letters of Interest, submitted by TWU Local 556 Members Stephanie Roberts, Nadia Gilkes, Lori Lochelt, Egda Avila and Corliss King, in which they volunteered to serve as Chairperson of the Civil and Human Rights Committee. The Executive Board reviewed and discussed the Letters of Interest.

David Jackson made a **motion (43)** to appoint Lori Lochelt as the Chairperson of the Civil and Human Rights Committee. Pamila Forte **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Todd Gage was excused to participate in a conference call at 1356.

Jimmy West made a **motion (44)** to appoint Egda Avila, Stephanie Roberts, Corliss King and Nadia Gilkes as Co-Chairpersons of the Civil and Human Rights Committee. 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	Nay
Sam Wilkins	Nay
Crystal Reven	Nay
Stacey Vavakas	Nay
David Jackson	Nay
John DiPippa	Nay
Matt Hettich	Nay
Pamila Forte	Nay
Rachel Brownfield	Nay
Andrea Garnett	Nay
Jimmy West	Yea
Donna Keith	Nay
Jessica Parker	Yea

The motion **did not carry**.

Cuyler Thompson made a **motion (45)** to appoint Egda Avila and Stephanie Roberts as Co-Chairpersons of the Civil and Human Rights Committee. 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	Nay
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Nay
Crystal Reven	Nay
Stacey Vavakas	Nay
David Jackson	Nay
John DiPippa	Nay
Matt Hettich	Nay
Pamila Forte	Nay
Rachel Brownfield	Nay
Andrea Garnett	Nay
Jimmy West	Nay
Donna Keith	Nay
Jessica Parker	Nay

The motion **did not carry**.

The Executive Board **agreed** that Pamila Forte would serve as the Executive Board Liaison to the Civil and Human Rights Committee.

Stacey Vavakas submitted the in-depth report and account of the Shop Steward Committee in accordance with the TWU Local 556 Bylaws:

> *Since May 2012, Houston Domicile Executive Board Member Valerie Boy, Baltimore Shop Steward Lucy White-Lehman, and I were Co-Chairpersons of the Shop Steward Committee. In September 2012, the Shop Steward Training was held in Houston, Texas. It was the largest class of Shop Stewards in the history of our Local; approximately 250 Members accepted the position and wanted to serve the Local. A new Shop Steward Handbook was created and distributed to the Shop Stewards. The training included several guest speakers and handouts to get Shop Stewards prepared to fulfill their obligation. We are also proud that we were able to develop a mentor program and a system where all new Shop Stewards had the opportunity to shadow Fact-Finding Meetings before conducting a meeting on their own. Each month the Shop Steward roster was updated to allow for base changes and sent to the Domicile Executive Board Members. Monthly Shop Steward Conference Calls were held and recorded then placed on the TWU Local 556 Website under the Shop Steward page for replay. A monthly newsletter titled 'The Shop Steward Corner' was created and emailed to the Shop Stewards. All past editions can also be found on the Local TWU Local 556 Website. A special training was held in Dallas by Valerie Boy and myself to train newly appointed Shop Stewards to the Denver Base and a few Elected Shop Stewards who missed the training in Houston due to various leaves. After the Atlanta Base opened, another special training was held in Atlanta by Lucy White-Lehman and myself to train the appointed Shop Stewards in Atlanta. It was hosted by Domicile Executive Board Member Pamilia Forte.*
> *The Shop Steward Committee worked closely with Grievance Team Member Alice Watkins to streamline the process of scheduling Fact-Finding Meetings. The Shop Steward Committee was also responsible for addressing several issues such as Social Media, Attendance Meetings, Confidentiality, and the expectations of a Shop Steward. All materials have been collected and are ready to pass on to the new Committee Chairpersons. It has been a pleasure working with our Shop Stewards and the three of us are willing to continue to help in any capacity that is needed.*

Cuyler Thompson presented five Letters of Interest, submitted by TWU Local 556 Members Mark Anthony Reyes, Anita Vinje, David Jackson, Josh Rosenberg and Crystal Reven in which they volunteered to serve as Chairperson of the Shop Steward Committee. The Executive Board reviewed and discussed the Letters of Interest.

Pamila Forte made a **motion (46)** to appoint Mark Anthony Reyes as Shop Steward Committee Chairperson. Jimmy West **seconded** the motion.

The Executive Board continued to discuss the Letters of Interest.

Cuyler Thompson made a **motion (47)** calling for the question. 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	Nay
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Nay
Crystal Reven	Nay
Stacey Vavakas	Nay
David Jackson	Yea

John DiPippa	Nay
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Yea
Jimmy West	Yea
Donna Keith	Nay
Jessica Parker	Nay

The motion **did not carry**.

The Executive Board continued to review and discuss the Shop Steward Committee Chairperson Letters of Interest.

Todd Gage returned to the Meeting at 1505.

The Executive Board voted by roll call on the **motion (46)** on the floor:

Audrey Stone	Yea
Todd Gage	Yea
John Parrott	Nay
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Nay
Crystal Reven	Nay
Stacey Vavakas	Yea
David Jackson	Nay
John DiPippa	Nay
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Nay
Jimmy West	Yea
Donna Keith	Nay
Jessica Parker	Nay

The motion **carried**.

Sam Wilkins made a **motion (48)** to appoint Crystal Reven as Co-Chairperson of the Shop Steward Committee. David Jackson **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Jimmy West made a **motion (49)** to appoint Anita Vinje as Co-Chairperson of the Shop Steward Committee. Sam Wilkins **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **did not carry**.

The Executive Board took a break at 1530 and reconvened at 1544.

Executive Board Members Audrey Stone, Todd Gage, Brett Nevarez, John Parrott, Cuyler Thompson, Sam Wilkins, Crystal Reven, Matt Hettich, Jessica Parker, Andrea Garnett, David Jackson, Rachel Brownfield, Donna Keith, John DiPippa, Jimmy West, Pamila Forte, and Stacey Vavakas were present at the Meeting.

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

> *Sam Wilkins continues to work closely with Audrey Stone and the Negotiating Team (NT) in an effort to mobilize the Membership. Sam continues to assist the Contract Action Network (CAN) Leaders in holding the CAN lounge mobilizations on the 10th and 26th of every month. Sam has participated in the last several CAN Mobilizations. The Committee is continuing to focus on Contract Education and informing Members on the current state of Negotiations.*

Audrey Stone submitted the in-depth report and account of the Mobilization/Organizing Committee in accordance with the TWU Local 556 Bylaws:

> *Since the Mobilization/Organizing Committee was voted into the Bylaws in late 2013, the Committee has worked diligently on building the database and network of volunteers who want to be activists within the Local. This began with the launch of the Contract Action Network (CAN) in June 2014.*

Currently the CAN is educating the Flight Attendants on the ongoing Contract Negotiations as well as current contractual language. The goals of the Committee are that after ratifying a Contract, the CAN will continue to internally organize. The Committee believes the database will be a vital component to internally organizing the Membership. The Committee has also provided reach out to Members in specific areas that have been affected by severe weather events, etc. and the Members have expressed appreciation. The goal of the Committee moving forward is also to participate in Strategic Planning and take suggestions from the Executive Board regarding the direction of the Mobilization/Organizing Committee. Also, the Committee Chairs would like to have an "all call" for those who would be interested in attending the AFL-CIO Organizing Institute Training. The goal would be to have ten trained AFL-CIO organizers for each base, and to increase our presence in the Labor Community and increase the visibility of the Local. Audrey recommends that Sam Wilkins continue serving as the Co-Chairperson of the Mobilization/Organizing Committee.

Cuyler Thompson presented one Letter of Interest, submitted by TWU Local 556 Member Sam Wilkins, in which Sam volunteered to serve as Chairperson of the Mobilization/Organizing Committee. The Executive Board reviewed and discussed the Letter of Interest.

The Executive Board discussed the fact that in accordance with the TWU Constitution, President Audrey Stone would continue to serve as Chairperson of the Mobilization/Organizing Committee.

Todd Gage made a **motion (50)** to accept Audrey Stone's recommendation for Sam Wilkins to serve as Co-Chairperson of the Mobilization/Organizing Committee. Rachel Brownfield **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Audrey Stone submitted the **New Hire Committee Report**:

President Audrey Stone reports that TWU Local 556 has presented to four New Hire classes and two Special Merger Training (SMT) classes since mid-March, with dinners following. The SMT candidates joined the New Hire presentation. Audrey is very disappointed that the Southwest Airlines Training Department has failed to meet their commitment to provide the correct schedule to both their Trainers and Flight Attendant candidates regarding when TWU Local 556 will be addressing the classes, as well as the appropriate departure time for the buses that transport them to the Union Office for dinner.

Audrey Stone submitted the in-depth report and account of the New Hire Committee in accordance with the TWU Local 556 Bylaws:

> *Audrey Stone reports that since she became Chair of the New Hire Committee, TWU Local 556 focused on re-vamping the presentation and services provided to both the New Hire Flight Attendant Candidates and Special Merger Training (SMT) classes. This included reintroducing Union dinners, and Audrey took the issue to both the Training Department and Inflight Department to coordinate these, especially to host them at the Union Office. Southwest Airlines Cabin Services has been providing both the transportation and the beverages to the Union dinners. The New Hire Committee has worked closely with the Education Committee on the booklet being distributed during the TWU Local 556 presentation to both groups. Audrey does not wish to remain as Chair of this Committee. Grievance Team Member Joe Skotnik has been assisting Audrey over the last year in the presentations under the New Hire Committee, and she believes that Joe Skotnik can lead this committee moving forward. Audrey would like to see Joe expand this committee and work with the Education Committee on how to continue expanding TWU Local 556 outreach to our future Members.*

Cuyler Thompson presented three Letters of Interest, submitted by TWU Local 556 Members Joe Skotnik, Rickie Spand and Veronica Espinoza, in which they volunteered to serve as Chairperson of the New Hire Committee. The Executive Board reviewed and discussed the Letters of Interest.

Todd Gage made a **motion (51)** to appoint Joe Skotnik as Chairperson of the New Hire Committee. John Parrott **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

The Executive Board **agreed** that Audrey Stone would serve as the Executive Board Liaison for the New Hire Committee.

Matt Hettich submitted the in-depth report and account of the Scholarship Committee in accordance with the TWU Local 556 Bylaws:

> *The TWU Local 556 Scholarship Program offers two annual scholarships in the amount of $2500: the Paul Gaynor and the Madeleine Howard Scholarships. The Paul Gaynor Scholarship awards*

one scholarship annually to Members of TWU Local 556 in their studies of the Labor Movement. This scholarship recognizes the contributions Brother Gaynor made to the Local while serving as TWU International Representative from the Local's charter in 1981 to his retirement in 1994. Brother Gaynor worked closely with six Executive Boards, provided support and council on a day-to-day basis, and helped to negotiate every Contract in the Local's history prior to his retirement. On May 20, 1998, the TWU Local 556 Executive Board, working in a partnership with TWU International, established the TWU Local 556 – Paul Gaynor Scholarship. The Madeleine Howard Scholarship awards one scholarship annually to TWU Local 556 Members or family members of TWU Local 556 Members attending undergraduate or graduate level studies. The TWU Local 556 Madeleine Howard Scholarship was established to recognize the contributions TWU Local 556 Executive Administrator Madeleine Howard has made to the Membership of TWU Local 556. Madeleine Howard was hired by TWU Local 556 in September 1989 and has steadfastly served the TWU Local 556 Membership for nearly 25 years. In her years of service, Madeleine has witnessed the ratification of four different Contracts, worked closely with five different Local Presidents, and has witnessed the growth of TWU Local 556 Membership. Throughout the years, Madeleine's warmth, kindness, and compassion for TWU Local 556 Members have been the common denominator that has held our Union family together. Recently the TWU Local 556 Scholarship Program developed and adopted the TWU Local 556 Scholarship Program Application Reading and Scoring Guide to better assist the Scholarship Selection Subcommittee in evaluating each application. The Reading and Scoring Guide creates an evaluation matrix in which points are assigned to applicant's essay responses to better gauge the best applicant for award. Additionally, the scholarship program has worked to heighten the profile of the TWU Local 556 Scholarship Program in an effort the increase the number of applicants. The Committee has worked to include advertisements in Unity Magazine, Unity Update, and postings in the Union Glass Case. Increasing the number of applicants ought to be a priority moving forward. Currently, the TWU Local 556 Scholarship Program is accepting applications for both scholarships. Scholarship application and essays must be postmarked by June 30, 2015. Applications will be judged and awarded by the TWU Local 556 Scholarship Selection Subcommittee consisting of the Local President, Scholarship Committee Chairperson, and one individual chosen by the TWU Local 556 Executive Board from the academic or labor communities. Awards will be announced on August 20, 2015. Notice of the winner will be published in Unity Update and in the Union bulletin boards in all bases. Chairing the TWU Local 556 Scholarship Committee over the past three years has been a labor of love. I would like to see the TWU Local 556 Scholarship Program through the conclusion of the current application and award process. Moving this Committee forward, I would like to recommend Denver Domicile Executive Board Member Jessica Parker as Chairperson.

David Jackson made a **motion (52)** to appoint Jessica Parker as the Chairperson of the Scholarship Committee. Crystal Reven **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Yea
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea

Andrea Garnett	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Abstain

The motion **carried**.

The Executive Board **agreed** that Matt Hettich would continue to oversee the current Scholarship Application process, with the assistance of Jessica Parker.

Cuyler Thompson presented one Letter of Interest, submitted by TWU Local 556 Member Erich Schwenk, in which Erich volunteered to serve as Chairperson of the Survey Committee. The Executive Board reviewed and discussed the Letter of Interest.

Brett Nevarez made a **motion (53)** to appoint Erich Schwenk as Chairperson of the Survey Committee. Todd Gage **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

The Executive Board **agreed** that Donna Keith would serve as the Executive Board Liaison to the Survey Committee.

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

Audrey Stone reports that she led our Negotiating Team (NT) at the bargaining table with Southwest Airlines Management for negotiations on March 18, 19, 31, April 1, 13, 14, 27, 28, and May 8. The NT was scheduled to host the Negotiations Summit with the Southwest Airlines Pilot Association (SWAPA) and TWU Local 555 in April, but it has been postponed due to a scheduling conflict with one of the groups. Audrey continues to work with the Coordinating Council on all Contract Action Network (CAN) initiatives. Audrey spent May 10 in the Dallas Lounge and terminal assisting the CAN in the mobilization efforts. She, along with 2nd Vice President Brett Nevarez and Treasurer John Parrott met with Vice President Cabin Services Mike Hafner, Senior Director – Customer Experience, Strategy and International Operations Sonya Lacore, Senior Director of Operations Steve Murtoff and Senior Director – Crew Ops and Automation Brendan Conlon on March 17 and April 27. Audrey and Brett *also met with Steve and Director Labor Relations Tammy Schaffer on March 17 to discuss the Aviation Safety Action Program (ASAP). During this meeting, Audrey walked through the history of how the Letter of Understanding (LOU) has changed over the last few years, and made it clear that TWU Local 556 was not interested in making changes that would be detrimental to the Flight Attendants. She also brought up social media concerns regarding the way Management was disciplining Flight Attendants. Audrey went on to have meetings around social media with various members of Management on April 1, April 8, April 14, and May 11. These meetings have resulted in settlement offers on all of the current social media grievances, and Audrey and Management are also discussing how the Social Media Policy will be applied in the future. Audrey, Brett and John attended the Quarterly Labor Earnings Report on April 23. Audrey participated in the Shop Steward Conference Call on April 29, and Live Broadcast on April 15. Audrey thanks former Executive Board Members Valerie Boy, Chris Sullivan, Tina Coffee, and Rob Riddell for their service to TWU Local 556, and welcomes Jessica Parker, David Jackson, Crystal Reven, and Sam Wilkins to their new roles. Audrey assisted Oakland Domicile Executive Board Member Matt Hettich on the training plan for the incoming Executive Board, and thanks him for his work on this important week. The Executive Board spent May 4-8 in Dallas, TX for an in-depth training on TWU Local 556's internal policies and procedures as well as a joint TWU and Southwest Airlines training regarding Arbitrations, hosted by TWU Local 556 and facilitated by Arbitrator Bill McKee. Audrey is excited about what can be accomplished the over the next three years on behalf of our Flight Attendants, and looks forward to working with the Executive Board and the Grievance Team. Audrey recommends that Becky Parker remain as Grievance Chairperson and thanks her for her great leadership of the TWU Local 556 Grievance Team and for her dedication in serving the Membership.*

Todd Gage made a **motion (54)** to accept President Audrey Stone's recommendation for Becky Parker to remain as Grievance Committee Chairperson. Rachel Brownfield **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Cuyler Thompson submitted the in-depth report and account of the Flight Attendant Drug and Alcohol Program (FADAP) for Chairpersons Amy Hutchins Peters and Natalie Salser in accordance with the TWU Local 556 Bylaws:

The first Flight Attendant Drug and Alcohol Committee began at Southwest Airlines in 1996 by the TWU Local 556 President Paul Sweetin and 2nd Vice President Mary Longobardi. Karen Amos began working *for TWU Local 556 as a Grievance Team Member under Paul and Mary beginning in 1999. With the help of Pilots Dan Lipperman and Russ Mason who led the SWAPA Aero-Medical Committee which provides the Human Intervention Motivation Studies (HIMS) Program for our Pilots, Karen was able to utilize their resources and contacts to better customize and improve the Flight Attendant Drug and Alcohol Committee. Brett Nevarez served as Chairperson for the Alcohol Committee from 2006-2012 and formed a team of Southwest Airlines Flight Attendants who had two or more years of sobriety, worked a twelve-step program, and were willing to volunteer their time to become a peer support group to their fellow Flight Attendants. This group became known as Flight Attendant Assistance Program (FAAP). Karen Amos led the FAAP team from June 2012- July 2013. Karen and Brett had a huge influence in helping Flight Attendants find recovery and continue to do so today. On July 10, 2013 Amy Peters and Natalie Salser became Co-Chairpersons of the Flight Attendant Drug and Alcohol Program (FADAP). FADAP is a confidential substance/abuse prevention program, created and promoted for and by the Flight Attendant profession and funded by the FAA. Our sole purpose is to assist the suffering Flight Attendant in finding recovery and returning to the cabin. We aim to help the Flight Attendant with any questions they may have about the process as well mentoring them when returning back on line. By making the transition from FAAP to FADAP we are now able to use FAA funded materials and resources to better assist a Flight Attendant into recovery.*

TWU LOCAL 556 FADAP Co-Chairpersons' duties include but are not limited to the following:

- *Interviewing, Selecting and Training all new TWU Local 556 FADAP Peers*
- *Planning and Coordinating all Training and Conferences*
- *Answering and distributing phone calls amongst TWU Local 556 FADAP Peers*
- *Assisting TWU Local 556 FADAP Peers with placing Flight Attendants into treatment*
- *Speaking to and educating SMT/New Hire Flight Attendant Classes*
- *Distributing FADAP Posters/Flyers to all Flight Attendant Bases*
- *Updating all information for the Recurrent Training online Home Study regarding FADAP*
- *Educating TWU Local 556 FADAP Peers on up to date information concerning Medical Leave, FMLA, and which Treatment Facilities we currently refer*
- *Attending Site Visits to Treatment Facilities and choosing Treatment Facility referrals*
- *Verifying the Treatment Facilities are following FADAP protocols*
- *Collecting and entering unidentifiable information about Flight Attendants who have entered treatment into a Database*
- *Writing monthly Committee Reports for the TWU Local 556 Executive Board Meetings*
- *Maintaining TWU Local 556 Budget and presenting a new budget request every year*
- *Writing articles for the Unity Magazine*
- *Educating TWU Local 556 Flight Attendants, Base Leaders, Management and the Drug and Alcohol Team at Headquarters about FADAP*

Treatment facilities are selected to join our referral network by the combined decision of TWU Local 556 FADAP Co-Chairpersons, FADAP Program Coordinator and the Director of FADAP. We attend site visits to get a first-hand look at each treatment facility and to evaluate the services they offer. The evaluation is done using a five page customized survey instrument so all facilities are inspected using standard "best practice" criteria. We also take into consideration the experiences of each Flight Attendant who has gone through the treatment programs on our referral network. Every treatment facility that is used by FADAP has received training on the culture of Flight Attendants, their specialized work environment and their safety sensitive duties. We have a very high standard of care required that must be met before a treatment facility is considered as a referral option. From July 2013, through April 2015, TWU Local 556 FADAP Team has assisted over 200 Flight Attendants with recovery from addiction. Each Flight Attendant is offered a range of treatment options and recovery support services including inpatient treatment, intensive outpatient treatment, counseling, twelve-step meetings in their local area and/or Clear Skies. Our assistance process begins from the moment we hear *about a particular Flight Attendant in need. TWU Local 556 FADAP Co-Chairs and Peers are notified of Flight Attendants in need by Southwest Airlines Management, TWU Local 556 Grievance Team, FADAP Hotline, Co-workers, Family Members, Pilots, CISM, Professional Standards and the Flight Attendant themselves. Once contact is made with the Flight Attendant in need, the TWU Local 556 FADAP Peer will confirm that the call is confidential and will begin sharing their experience, strength and hope. We speak with the Flight Attendant and answer any questions they may have about the recovery process. If the Flight Attendant is interested in going to inpatient treatment, the FADAP Peer will offer them two to three choices of Treatment Facilities and encourage the Flight Attendant to go over the choices with their family and choose one that best fits their needs. Once the Flight Attendant has made a decision on a particular facility, the FADAP Peer will have a contact person from that facility call the Flight Attendant and make arrangements to begin the treatment entry process. FADAP Peers will assist the Flight Attendant with any questions they may have about recovery including leave of absence phone and fax numbers, and/or TWU Local 556 Union phone number for any job jeopardy issues. The FADAP Peer will maintain an open line of communication with the Flight Attendant in treatment, assist with the transition from inpatient treatment to intensive outpatient treatment to her or his return to the cabin. FADAP Peers will also mentor the Flight Attendant on how to maintain sobriety during the early stages of recovery while back at work. FADAP is funded by the FAA for all training materials, posters, flyers and technical assistance. TWU Local 556 funds TWU Local 556 FADAP for all remaining expenses such as, but not limited to, all training, site visits, lounge mobilizations, business cards, lapel pins, hotel and meals, transportation. All training, site visits and conferences are paid 6.5 TFP per day. All other duties of FADAP TWU Local 556 Team Members are primarily volunteer. FADAP is staffed by active Southwest Airlines Flight Attendants in good standing with TWU Local 556, must have a minimum of two years continuous sobriety and actively working a twelve-step program with a sponsor. Currently there are twenty TWU Local 556 FADAP Peers.*

Beth Gremillion	*Orlando*	*52384*
Beth Kepple	*Atlanta*	*65898*
Bill Holcomb	*Oakland*	*35896*
Carolyn Bruce	*Atlanta*	*63933*
Dana Mullins	*Phoenix*	*12358*
Debbie Wiersig	*Chicago*	*57423*
Elizabeth Alexander	*Phoenix*	*19365*
Erik Waterman	*Houston*	*67864*
Greer Steinke	*Chicago*	*11035*
John Lee	*Chicago*	*39098*
Kimberly Garner	*Las Vegas*	*5922*
Kirstin Bull	*Baltimore*	*60317*
Laura Brunola	*Baltimore*	*74615*
Lori Shore	*Orlando*	*72519*
McArthur Stidom	*Phoenix*	*46480*
Michael Richie	*Dallas*	*7008*
Steve Dotson	*Chicago*	*73953*
Tina Quigley	*Baltimore*	*77049*
Tom Spillers	*Atlanta*	*56678*
Will Browne	*Chicago*	*17768*

Brett Nevarez is the TWU LOCAL 556 Union liaison for TWU LOCAL 556 FADAP.

The TWU LOCAL 556 Co-Chairpersons select the Peers and FADAP Base Coordinators by interviewing the Flight Attendant wanting to join the team by using the criteria below:

- *Must be willing to attend Initial Basic Training and any other Training as scheduled.*

- *Maintain strict confidentiality regarding FADAP cases and personnel involved. All FADAP work will be conducted in privacy.*
- *Follow all protocols and directives regarding FADAP activity.*
- *Must have a minimum of 2 years of continuous sobriety and working a 12 Step program with a Sponsor as well as maintaining continuous sobriety from all mood-altering substances.*
- *Appropriately represent all operations of the FADAP program. Never engage in any behavior which potentially reflects negatively on the FADAP Team.*
- *Follow all social media guidelines set forth by Southwest Airlines and TWU Local 556.*
- *Maintain open and responsible communication with Chairpersons, FBC'S (FADAP Base Coordinators) and Peers. This includes responding to phone calls, emails and texts in a timely manner.*
- *Maintain all necessary records and information regarding FADAP Procedures. This includes but is not limited to cases worked, events attended, and monthly volunteer time.*
- *Must be a TWU Local 556 Member in good standing .*
- *The FADAP Team Member may not Sponsor or become personally involved with a Flight Attendant using FADAP services.*

TWU Local 556 FADAP goals are to continue to assist the suffering Flight Attendant in finding recovery and returning to the cabin. We aim to help the Flight Attendant with any questions they may have about the process as well mentoring them when returning back on line. Continue to educate the TWU Local 556 Membership and SWA Management with Lounge Mobilizations and speaking to all New Hire Flight Attendant Classes on the resources available concerning addiction. To ensure that Treatment Facilities are maintaining the highest standard of care for our Flight Attendants by attending Site Visits and continuing our education by attending Conferences, FADAP, CISM and Professional Standard Training.

Natalie Salser and Amy Hutchins Peters wish to continue serving as Chairpersons for the TWU LOCAL 556 FADAP Committee.

Cuyler Thompson presented two Letters of Interest, submitted by TWU Local 556 Members Amy Hutchins Peters and Natalie Salser, in which they volunteered to serve as Chairpersons of the Flight Attendant Drug and Alcohol Program. The Executive Board reviewed and discussed the Letter of Interest.

Brett Nevarez made a **motion (55)** to appoint Amy Hutchins Peters and Natalie Salser as Co-Chairpersons of the Flight Attendant Drug and Alcohol Program (FADAP). Todd Gage **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Yea
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Yea
Jimmy West	Yea

Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board **agreed** that Brett Nevarez would serve as the Executive Board Liaison to the FADAP.

John Parrott made a **motion (56)** to recess. Todd Gage **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Audrey Stone recessed the Meeting at 1636.

Thursday

May 14, 2015

Audrey Stone called the Meeting to order at 0900.

Executive Board Members Audrey Stone, Todd Gage, Brett Nevarez, John Parrott, Cuyler Thompson, Sam Wilkins, Crystal Reven, Matt Hettich, Jessica Parker, Andrea Garnett, David Jackson, Rachel Brownfield, Donna Keith, John DiPippa, Jimmy West, Pamila Forte, and Stacey Vavakas were present at the Meeting.

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

> *Matt reported that TWU International's Transit, Universities, Utilities and Services Division held the first ever Transit Reauthorization Legislation Education and Training Conference in Atlantic City on March 9 and 10. There were over 80 participants representing Transit, Air and Rail Divisions from across the country. TWU Local 556 Members in attendance were Illinois Indiana State Conference Chairperson Donna Keith, Texas State Conference Chairperson Latonia Paul Benoit, California State Conference Chairperson Matt Hettich, and TWU International Representative Gwen York. The*

conference focused on all aspects of the Surface Transportation Reauthorization Bill, a vital piece of legislation that directly affects over 55,000 TWU Members. The conference primarily focused on the legislative process, privatization, 13(c) protections, comfort breaks, operator assaults, and internal organizing. There were special presentations by acting Federal Transit Administration (FTA) Administrator Therese McMillan and Jersey City Mayor Steve Fulop. TWU's Transit Reauthorization Campaign will focus on: phone banking, letters to elected officials and district lobbying visits. TWU International asks that all TWU Locals become involved in support of passing a long term and well-funded Transportation Bill. Matt reported that he and Board Member at Large Sam Wilkins and Oakland Shop Steward Josh Rosenberg attended California Labor Federation's 2015 Joint Legislative Conference on April 13 and 14. While the legislative conference focused primarily on California Labor Federation's legislative priorities, TWU Locals lobbied California legislators on issues that directly impact TWU Members. TWU Members focused their lobbying efforts on SB 391, increasing penalties for assaults on transit workers; AB 1360, prohibiting rideshare operators from operating as a common carrier; and, sought support for TWU Local 555's ongoing contract negotiations from California Legislators.

Audrey Stone submitted the in-depth report and account of the Committee on Political Education (COPE) in accordance with the TWU Local 556 Bylaws:

Chairperson Audrey Stone reports that the Committee on Political Education (COPE) has worked closely with the TWU International COPE and Legislative Department. TWU Local 556 has helped support the International COPE fund which endorses candidates that have a history of standing behind labor issues. The International and the Local have helped each other on various causes for Local 556 Members and all TWU Members. The Local has had many Members on release to the International to work with the national AFL-CIO for federal and state elections within the state AFL-CIO field programs. They have worked in many of the states that TWU Local 556 has Members to help try to get candidates elected that support legislation that is good for labor and Flight Attendant's lives. TWU Local 556 has had Flight Attendants released and volunteered to lobby on Flight Attendants causes such as lobbied for FMLA, No-Knives on planes, FAA Reauthorization, Norwegian Air Shuttle, No cellphone inflight, for Flight Attendants to be certified federally as safety professionals, and OHSA protections on a federal level. On a state level TWU Local 556 has lobbied on state workers compensation, against "right to work" and other labor concerns. TWU Local 556 also participates in the TWU International State Conference program. TWU Local 556 is currently participating in California, Arizona, Nevada, Colorado, Texas, Oklahoma, Indiana, Illinois, Florida and Georgia. Within these State Conferences the Members meet with candidates and elected officials with the intent to get them to support legislation that is good for the work group, other TWU Locals and labor in general. They will also ask elected officials not to support legislation that would have a negative effect as well. The State Conference Member typically volunteers their time to attend these State Conference meetings, Central Labor Council, lobbing days, picking events for labor groups and charitable events. Audrey recommends that Bryan Orozco and Matt Hettich be appointed Co-Chairs to the COPE.

The Executive Board discussed the fact that in accordance with the TWU Constitution, President Audrey Stone would continue to serve as Chairperson of the Committee on Political Education (COPE).

Cuyler Thompson presented two Letters of Interest, submitted by TWU Local 556 Members Matt Hettich and Bryan Orozco, in which they volunteered to serve as Co-Chairpersons of the Committee on Political Education (COPE)**.** The Executive Board reviewed and discussed the Letters of Interest.

Sam Wilkins made a **motion (57)** to appoint Matt Hettich and Bryan Orozco as Co-Chairpersons of the Committee on Political Education (COPE). Rachel Brownfield **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Cuyler Thompson submitted the **Veterans Committee Report** for Chairperson Chris Sullivan:

The Veterans Committee Chairman, Chris Sullivan, reports that the next scheduled meeting of the Transport Workers Union Veterans Committee (TWUVC) will be held June 9-11 in Chicago, Illinois. The meeting will be co-sponsored by TWU Local 556. Chris would like to thank Chicago Flight Attendant Brendan Remezas for arranging the meeting time and location. With the expansion of the International Committee it has proven difficult to get everyone on the same page. Chris believes that after the next meeting the growing pains will be alleviated and the Committee can concentrate its efforts on serving the Membership. Chris met with Members of the Inland Empire (Ontario, California area) and Arizona Honor Flight groups to discuss possible ways to assist each organization. Chris continues to collect new running shoes for Operation Free Post Exchange. To date over 200 pairs have been collected. In 2014 the Committee distributed over 250 pairs and is well on its way to far surpassing that number.

Cuyler Thompson submitted the in-depth report and account of the Veterans Committee Report in accordance with the TWU Local 556 Bylaws:

The Veterans Committee Chairperson, Chris Sullivan, reports the following. Members of the Transport Workers Union (TWU) Local 556 Veterans Committee:

TWU Local 556 Veterans Committee Chairperson – Chris Sullivan (Denver Flight Attendant #65925)
TWU Veterans Committee Recording Secretary – Brendon Remezas (Chicago Flight Attendant # 97215)

2012
Chris Sullivan appointed to the Committee.
2013
Chris Sullivan appointed as the Committee Chair
Chris attended Air transport Division (ATD) Veterans Committee meetings in Hurst, Texas.
Chris collects new running shoes and other items to be distributed during Operation Free Post Exchange (PX).
Chris raised over $7000 at the TWU International Convention to support Honor Flight of Southern Nevada.

Chris participated in Operation Free PX in San Antonio, Texas.
2014
Chris attended Air transport Division (ATD) Veterans Committee meetings in Hurst, Texas.
Chris continues to collect items for Operation Free PX in December.
Chris and other Members volunteer for Honor Flights.
TWU decides to expand the ATD Veterans Committee to encompass all locals. The TWU Veterans Committee is formed.
Brendon Remezas appointed to the Committee.
Chris and Brendon attended TWU Veterans Committee meetings in Brooklyn, New York and Miami, Florida.
Brendon Remezas elected to TWU Veterans Committee as the Recording Secretary.
Chris and Brendon participated in Operation Free PX in San Antonio, Texas. Las Vegas Domicile Executive Board Member Rachel Brownfield and Denver Flight Attendant Victoria Partridge also volunteered at the event.
2015
Chris continues to collect items for Operation Free PX in December.
Chris meets and speaks with Honor Flight organizations about increasing support.
Chris and Brendon organized the next Committee meeting in Chicago, Illinois. Due to the rapidly declining health of the former TWU Committee Chairman the meeting has been moved to Miami, Florida in June.

Specific dates, times and places can be found in the monthly reports filed by the Committee in the Executive Board Meeting Minutes.

In 2015-2018 The Committee plans to:
Expand a volunteer group to assist with Honor Flights throughout the Southwest system.
Recruit more Members to become active volunteers for service projects and assist with fundraising for these efforts.
Establish a more active role in the Building Homes for Heroes campaign.
Lead the way for the TWU Veterans Committee to become the role model for all other committees within TWU.

Cuyler Thompson presented six Letters of Interest, submitted by TWU Local 556 Members Nadia Gilkes, Chris Sullivan, Brendon Remezas, Teri Griffin, Robert Garretson and Yvetta Penry, in which they volunteered to serve as Co-Chairpersons of the Veterans Committee. The Executive Board reviewed and discussed the Letters of Interest.

Todd Gage made a **motion (58)** to appoint Robert Garretson as Chairperson of the Veterans Committee. Pamila Forte **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Yea
John Parrott	Nay
Brett Nevarez	Nay
Cuyler Thompson	Yea
Sam Wilkins	Nay
Crystal Reven	Nay
Stacey Vavakas	Nay
David Jackson	Nay
John DiPippa	Nay
Matt Hettich	Nay
Pamila Forte	Yea

Rachel Brownfield	Nay
Andrea Garnett	Nay
Jimmy West	Nay
Donna Keith	Nay
Jessica Parker	Nay

The motion **did not carry**.

Cuyler Thompson made a **motion (59)** to appoint Brendon Remezas as TWU Local 556 Veterans Committee Chairperson. Crystal Reven **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **did not carry**.

Rachel Brownfield made a **motion (60)** to appoint Chris Sullivan as the Veterans Committee Chairperson. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

The Executive Board **agreed** that Rachel Brownfield would serve as the Executive Board Liaison to the Veterans Committee.

The Executive Board took a break at 1033 and reconvened at 1055.

Executive Board Members Audrey Stone, Todd Gage, Brett Nevarez, John Parrott, Cuyler Thompson, Sam Wilkins, Crystal Reven, Matt Hettich, Jessica Parker, Andrea Garnett, David Jackson, Rachel Brownfield, Donna Keith, John DiPippa, Jimmy West, Pamila Forte, and Stacey Vavakas were present at the Meeting.

The Executive Board **agreed** to dissolve the **Information Technology (IT) Committee**.

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

> *Audrey and Chicago Domicile Executive Board Member Donna Keith attended the TWU International Working Women's Committee Meeting on behalf of TWU Local 556 on April 21-22. TWU Local 514 hosted in Tulsa, OK. This was the second joint TWU meeting, following the launch with the first meeting in December 2014. TWU International COPE Representative Gwen Dunivent is the Chair, and the Committee Members named a Co-Chair from each division. At the recent meeting, goals of the Committee were identified, including training to help build confidence in women leaders. The next meeting will be held in July in New York City and will be hosted by TWU Local 100.*

Todd Gage made a **motion (61)** to appoint Audrey Stone as the Chairperson of the Working Women's Committee. Sam Wilkins **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Matt Hettich discussed COPE and Domicile Executive Board Member budgets with the Executive Board. John Parrott **agreed** to research the matter and report back to the Executive Board during the next Meeting.

John DiPippa discussed Flight Attendants who pick up trips on the wrong day with the Executive Board.

Todd Gage made a **motion (62)** to excuse Todd Gage from the June 2015 Executive Board Meeting for vacation. David Jackson **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

John Parrott made a **motion (63)** to excuse Cuyler Thompson from the June 2015 Executive Board Meeting for Jury Duty. Todd Gage **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Matt Hettich **agreed** to record the official Minutes of the June 2015 Executive Board Meeting.

The Executive Board **agreed** to begin the June 2015 Executive Board on Monday, June 15 at 1400.

Rachel Brownfield made a **motion (64)** to excuse Donna Keith from Monday's official Roll Call for travel purposes. Todd Gage **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Crystal Reven **agreed** to research the redesign/replacement of the Union Red Racks for each Flight Attendant Lounge.

The Executive Board discussed the Satellite Base Language in the current Contract between Southwest Airlines and TWU Local 556.

Cuyler Thompson submitted the amended **April 2015 Executive Board Meeting Minutes** and **Synopsis** as instructed by the Executive Board.

Todd Gage made a **motion (65)** to rescind the approval of the April 2015 Executive Board Meeting Minutes and Synopsis. Andrea Garnett **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Yea
John Parrott	Yea
Brett Nevarez	Away
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Away
Andrea Garnett	Yea
Jimmy West	Yea

Donna Keith	Away
Jessica Parker	Yea

The motion **carried**.

Todd Gage made a **motion (66)** to approve the April 2015 Executive Board Meeting Minutes and Synopsis 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	Yea
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Crystal Reven	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Cuyler Thompson submitted the **May 2015 Special Executive Board Meeting Synopsis, Attendance Report and Voting Record and Vote Tally** for review.

Matt Hettich made a **motion (67)** to approve the May 2015 Special Executive Board Meeting Synopsis. Todd Gage **seconded** the motion.

Legal Counsel Mark Richard entered the Meeting at 1243.

Todd Gage made a **motion (68)** to amend motion #67 and insert the word "amended" after the word "Synopsis." Rachel Brownfield **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

Pamila Forte	Yea
Rachel Brownfield	Yea
Andrea Garnett	Yea
Jimmy West	Yea
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board voted by roll call on the main **motion (67)** on the floor:

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

The motion **carried**.

The Executive Board discussed publishing additional information regarding the May 2015 Special Executive Board Meeting to the TWU Local 556 Membership.

The Executive Board went to lunch at 1340 and reconvened at 1500.

Executive Board Members Audrey Stone, Todd Gage, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Matt Hettich, Andrea Garnett, Rachel Brownfield, Donna Keith, John DiPippa, Jimmy West, Pamila Forte, and Stacey Vavakas were present at the Meeting.

John DiPippa, Crystal Reven, David Jackson, Jessica Parker and John Parrott were tardy.

Legal Counsel Mark Richard was a guest at the Meeting.

The Executive Board continued to discuss publishing additional information regarding the May 2015 Special Executive Board Meeting to the TWU Local 556 Membership.

John DiPippa, Crystal Reven, David Jackson, Jessica Parker and John Parrott returned to the Meeting at 1509.

The Executive Board **agreed** not to publish additional information regarding the May 2015 Special Executive Board Meeting.

Andrea Garnett submitted the **Dallas Base Report**:

Andrea reports that she attended the Executive Board Meeting April 14-16. She conducted several Fact-Finding Meetings in April that dealt with Class 1 Section 17, positive alcohol/drug tests, Crew conflict and possible unprofessional behavior while on the phone with Scheduling. Andrea met with Dallas Base Manager Shannon Hiatt in April to discuss the base business. Andrea answered several phone calls, decorated the glass case, and tidied up the red rack. Andrea created a binder to assist Brian "BR" Ricks in his transition into the Dallas Domicile Executive Board Member. Andrea listened to the Shop Steward and Contract Action Network (CAN) conference call recordings in April and May. Andrea would like to welcome new Dallas Base Supervisors Jack Hammack and Nancy Wright. Andrea received a phone call from the Board of Elections on May 4 and accepted the position of Dallas Domicile Executive Board Member after the position was vacated by Brian "BR" Ricks.

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

Jimmy reported that Fact-Finding Meetings are on the rise in Orlando. Jimmy reported the majority of the meetings are for delay of flights and late to the gate. However, social media violations appear to be on the rise again. Jimmy reported that the Orlando Base continues to experience problems with the check-in phone. Jimmy reported that he attended the New Officer Training in Dallas from May 4, 2015 to May 8, 2015. Jimmy would like to thank Orlando CAN Leaders Egda Avila and Michael Arthur for distributing the latest issue of the Unity Magazine on Sunday, May 10, 2015. Jimmy reported that he spent time in the Orlando lounge in April and the majority of questions he received were related to our current contract negotiations.

Todd Gage submitted the **1st Vice President's Report**:

Todd reports that he participated in the Live Broadcast on April 15 with President Audrey Stone. On April 22 he along with Grievance Chairperson Becky Parker and Grievance Team Member Barbara Fitzhugh hosted the monthly Grievance Meeting with Inflight Labor Relations at the Union Office. On April 28 Todd participated in a conference call regarding an upcoming roundtable of Labor Leaders from various Unions in Latin America. He worked with Oakland Domicile Executive Board Member Matt Hettich finalizing the upcoming Executive Board Member training.

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

John has done three Fact-Finding Meetings since the April Executive Board Meeting encompassing a variety of issues. John attended Executive Board Training the week of May 4-8 and the monthly May Executive Board Meeting. John sent out an E-Connection at the end of April. John has been in constant contact with the Executive Board and the Membership via emails and phone calls. Prior to the May Executive Board Meeting, John reviewed all of the Grievances that the Executive Board would be discussing. As always, John is honored to represent the Phoenix Base and wants to remind Flight Attendants to call him if they need anything.

David Jackson submitted the revised **Houston Base Report:**

David began his report by stating that he had a meeting with Houston Base Manager Scott Wells and discussed base issues regarding the construction of the International Terminal. Scott Wells informed David that Houston Inflight will be hosting a watch party at the Houston Marriott-South on June 18 from 12-3PM to simulcast Vice President of Cabin Services Mike Hafner's Town Hall Live broadcast, food and prizes will be provided. Furthermore, the Facilities Department at Houston Hobby Airport are in the process of finalizing where the check-in phones and Known Crew Member (KCM) will be placed after all construction at Houston Hobby Airport is complete. David met with and was briefed by former

Houston Domicile Executive Board Member Valerie Boy and was provided with information to help in his transition as the Houston Domicile Executive Board Member. David attended Executive Board Training May 4-8 in Dallas which included Arbitration Training in a joint session with Management. Senior Director of Operations Steve Murtoff reported to David that he has had communication with Scott Wells regarding issues with the Houston check-in phone and it has been reported to the Facilities Department The red rack is stocked with current publications, all Flight Attendant mailboxes have the current Unity Magazine, the glass case has current information and the Houston Base Page will be updated in the coming week. David concluded his report by thanking the Members of Houston for allowing him to serve as their Domicile Executive Board Member and also thanks Valerie Boy for her service as Domicile Executive Board Member over the last three years.

Sam Wilkins submitted her revised **Officer's Report** as Board Member at Large:

Sam Wilkins became the Board Member at Large for the 2015-2018 term on May 1, 2015. Sam attended the Executive Board Training in Dallas, TX May 5-May 8. Sam was in Oakland on May 10 for the Contract Action Network (CAN) Mobilization. Sam was in attendance for the first Executive Board Meeting of the 2015-2018 term May 11-May 15. Sam looks forward to the next 3 years serving the Members of TWU Local 556.

Jimmy West discussed the way that Inflight Base Management was utilizing Administrative Coordinators to take notes during Fact-Finding Meetings.

There was discussion regarding results of Inflight Audits being relayed to Flight Attendants via telephone.

Crystal Reven presented the **Uniform Committee Report**. There was no written report submitted.

Todd Gage updated the Executive Board regarding AT&T connectivity issues.

Todd Gage made a **motion (69)** to approve the May 2015 Special Executive Board Meeting Voting Record and Tally. Rachel Brownfield **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Todd Gage made a **motion (70)** to approve the May 2015 Special Executive Board Meeting Attendance Report. David Jackson **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

The Executive Board **agreed** to review two pieces of correspondence during the next Executive Board Meeting.

Brett Nevarez made a **motion (71)** to adjourn in order to participate in Strategic Planning with Strategic Advisor Mark Richard. Stacey Vavakas **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

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

The motion **carried**.

Audrey Stone adjourned the Meeting at 1550.

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

Cuyler Thompson
TWU Local 556 Recording Secretary