TRANSPORT WORKERS UNION OF AMERICA, AFL-CIO AIR TRANSPORT LOCAL 556

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Executive Board Meetings
December 13, 14, 15, 16, 2004
Synopsis

__**Monday, December 13, 2004**__
Thom McDaniel called the meeting to order at 1505.

Mike Sims served as Recording Secretary for Kathy Anderson

Board Members present were Thom McDaniel, Michael Massoni, Thomas Mitchell, Mike Sims, Allyson Parker-Lauck, Mike McCarthy, Stacy Martin, Jimmy West, and Karen Amos.

Marcy Vinyard was excused for vacation.

Kathy Anderson was excused for personal illness.

Bill Bernal was excused for a personal family issue.

Mark Torrez was excused for a TWU special project.

Lucy White-Lehman was excused for vacation.

__**Domicile Reports**__
Karen Amos presented the **Dallas Domicile** report. Karen reported that upon reaching the bench mark of 9.5 points Dallas Flight Attendants are being called in for file reviews with their supervisors. Karen informed the Board of the meetings in which she has represented Members. Karen reported that the Toys for Tots program is going well, but not quite as well as last year. As usual the Paul and Becky Alexander came through with bags full of toys. They contribute so much to the program each year and it is greatly appreciated. All publications have been distributed and the red rack updated.

Stacy Martin presented the **Houston Domicile** report. Stacy informed the Board that Flight Attendant Matthew Doyle passed away in November after a short 2 week stay in the Hospital. Matthew will be missed in Houston. Stacy reported that with the help of other Flight Attendants including Local 556 President Thom McDaniel, all Union publications were distributed in a timely manner. The glass case was updated, and the Red Rack updated as well. The new Contract was distributed in Houston. The Flight Attendants are happy with the Contract and give it great reviews when reading it compared to the last contract. Thom represented a Member in discipline meeting for points. Also, because Stacy will be in Executive Board Meetings, Jannah Dalak is scheduled to represent a Member who received a No Show.

Mike McCarthy presented the **Chicago Domicile** report. Mike reported that he has represented four Members with Management. All but one resulted in no discipline. The letter from the Board regarding attendance and the holiday season was received well. He had one Member suggest that next time a letter of this magnitude goes out that the Board might consider mailing it to each Member's house. Mike also reported that the annual Toys for Tots drive was going very well and that another successful year was expected. The red rack is up to date and all Union materials have been distributed.

Karen Amos presented the **Baltimore Domicile** report for Lucy White-Lehman. Lucy reported in the last two months there have been several changes in the Inflight Office. Supervisor Jim Mitchell transferred to Orlando in October Supervisor Ruth Abney transferred to the Recurrent Training Department in December and the Baltimore base has two new Recurrent Training Supervisors, Jean O'Connell and Lynn Graham. Lucy received messages from Flight Attendants who are not receiving their point roll-off dates from their Supervisors. The Flight Attendants were told that the only way to receive roll-off dates is to schedule a file review with their Supervisors. Lucy believes the decision came from Dallas. Lucy stated that she is receiving complaints that Maestro is allowing Flight Attendants to pick up reserve days after the Reserve Flight Attendant has already been assigned a trip. Unfortunately the Reserve Flight Attendant does not know that days have been picked up because they are already out on a trip. If there has been money placed on the give-away, the Reserve Flight Attendant is under obligation to pay the person picking up their day and Scheduling has additional Reserves to use. Another issue in Baltimore has been Flight Attendants linking trips together (such as a turn and a 3-day) in Give Away in Maestro, so when a Flight Attendant who wants to pick up, clicks on a trip, and ends up picking up both trips instead of the intended trip. This has been a big problem in Baltimore recently and Lucy has heard reports of several cases. Lucy reported that he Toys for Tots Drive in Baltimore is going very well. The donations have far exceeded the donations from last year. At the time of this report, Pamela Raymond had made 2 drop offs to the Marine Corps. Flight Attendant Denise Waynick #61385 donated 2 brand new bikes (girls and boys) and 2 large bags of toys.

Jimmy West presented the **Orlando Domicile** report. Jimmy reported that as of this report, he has heard several reports from Flight Attendants who are receiving messages from Management stating that sick calls will be noted in Flight Attendant files. Jimmy reported that there is another Supervisor going back on line as of 12/17 and there currently is one other position open. Jimmy informed the Board that Orlando has a new Assistant Base Manager, Helen Hancock. Jimmy also reported that for all of the Orlando Flight Attendants who received damage from the 4 hurricanes, Colleen Barrett sent a letter to the Flight Attendants along with a $100 gift card to Albertson's and a $100 gift card to Home Depot. Jimmy also reported that in January, Orlando will be losing 30 more Flight Attendants. Jimmy informed the Board that Open Time problems continue to be an issue. Jimmy stated that the Flight Attendants are happy about the improvement in their lines for January. Jimmy informed the Board that he has had Flight Attendants with questions about the SWA bid for ATA assets and answered as best he could. Jimmy stated that he has noticed a decline in the number of Flight Attendants who are wearing their Union Pins. He encourages all Flight Attendants to continue to wear their Union pins.

Allyson Parker-Lauck presented her **Officer Report** at this time. Allyson reported that over the last two months she has assisted Oakland Domicile Executive Board Member Mark Torrez on several Fact Finding and File Review meetings with Oakland Inflight Management. Overall, meetings have been productive, although there have been a few areas of concern. On December 10, Allyson and Mark met with Oakland Base Manager Jamie Willard to discuss several base issues including security in the employee parking lots, the status of the 2nd liquor drop, general areas of concern, and ways both the Union and Management can improve the way Fact Finding, Disciplinary, and other meetings concerning Oakland Flight Attendants are conducted. Mark and Allyson left the meeting more informed about Oakland Base issues and were optimistic that the relationship between the Union and the Oakland Base Management will continue to be productive in the future.

Kathy Anderson presented Marcy Vinyard's **Officer Report** at this time. Marcy reported that everything has been running smoothly in the office. Marcy finished writing the Staff survey and administered it to the Staff, including Madeleine Howard. Once completed, the Staff members will mail their completed surveys to Mark Richard's office. As soon as Mark's office compiles the information, Marcy will report to the Board. Marcy also reported that plans are in the works for a Staff appreciation lunch before the end of the year. On another subject, Marcy reported that many have expressed concerns about the new implementation schedule of the RIGS in January and how that will impact the office. Marcy spoke with Thom McDaniel about this and a training session will be incorporated into the Executive Board agenda on Thursday of this week for the Officers and Staff. Marcy reported that she has assisted Grievance Chairperson, Mike Sims on the preparation and presentations of Board of Adjustment and Arbitration cases.

Mike Sims presented the **Grievance Committee** report. Mike reported that there are currently 68 Grievances on the books. This number is actually pretty low and one of the primary goals for next year is to get this number even lower. In the past year, grievances have been processed faster than ever, but Mike believes there is still room for improvement. In order to improve, there are a number of internal measures being taken to keep the process moving along. At the beginning of next year, the Grievance Committee (as discussed at the Executive Board Strategic Planning Session) will be up and running. The committee will help streamline the grievance process and will aid the Executive Board in weighing merit. Since the Executive Board last convened Mike reported that there have been two cases presented to the Board of Adjustment. Mike reported on cases slated for Board of Adjustment and Arbitration. Mike also updated the Board on other pending legal issues. Mike informed the Board that later in these proceedings he will be presenting proposed settlement offers from the Company on two grievances.
Michael Massoni presented the **Safety Committee** report. Michael reported on the following open and/or resolved action items:

- Aviation Safety & Health Data Base (ASHDI) reports
- Southwest Airlines Event Notification System (ENS) reports
- Flight Attendant Certification
- Common Strategy Revised
- Crew Member Self-Defense Training (CMSDT)
- Go Team Recurrent Training
- Emergency Response Exercise
- The Flight Attendant Accident Response Guide (ARG)
- Other Open Discussion Items

Michael informed the Board of his standing meetings:
1/14/05 at 1500- Inflight Training combined with Inflight Services Directors

Mike McCarthy made a motioned to adjourn. Thomas Mitchell seconded the motion. The motion **carried**.

Thom McDaniel adjourned the meeting 1730.

Tuesday, December 14, 2004
Thom McDaniel called the meeting to order at 0835.

Board Members present were Thom McDaniel, Michael Massoni, Thomas Mitchell, Kathy Anderson, Mike Sims, Allyson Parker-Lauck, Karen Amos, Stacy Martin, Mike McCarthy, and Jimmy West.

Marcy Vinyard was excused for vacation.

Bill Bernal was excused for personal reasons.

Mark Torrez was excused for a TWU special project.

Lucy White-Lehman was excused for vacation.

Kathy Anderson presented the **Professional Standards Committee** report for Jean Chandler-Brooks. Jean reported that since her last report there were:

- Referrals received-29
- Resolved favorably-27
- Referrals involving pilot group-5

Jean reported that the Professional Standards Training Seminar was held on November 11, 2004. The seminar was held to train new committee members. The training presentation was held under the direction of Flight Attendant Michael Broadhead. He was instrumental in the overhauling of this program and bringing it to SWA in 1998. This program continues to bring a great service to the Membership. Guest speakers were: Rob Ohlau/HR, Donna Conover/VP, Tammye Walker-Jones/VP, Colleen Barrett/President, Thom McDaniel/President-TWU, M. Massoni/VP-TWU & NSC, and Dave Smither/PS Chair SWAPA.

This committee is vital to the growth of the communication between the Flight Attendant and Pilot groups in the workplace. This committee is a group of very talented of individuals who stand ready to serve. Kathy Anderson also read Michael Broadhead's **Professional Standards Committee** completed proposal.

Allyson Parker-Lauck presented the **Publications Committee** report. Allyson reported that the December issue of UNITY Update has gone to the printer and should be delivered and distributed around December 17. Most of the articles for the January issue of ***UNITY*** Magazine have been received. Allyson reported that she plans to have the issue to the printer before the Christmas holiday since it will take longer to print due to the printer's offices being closed for several days during the Christmas and New Year's holidays. Allyson thanked all of the regular contributors for their diligence in meeting deadlines for the recent publications. She expressed special thanks Karen Amos, Lucy White, and Mark Torrez for their recent articles on special issues and for continually following up with additional ideas for future articles. In December, Allyson will be copying all of her archived files of all issues of ***UNITY***, UNITY Update, and all special projects and materials from Negotiations to the TWU Local 556 server. This will provide an easy to access reference for the Union Office, provide historical data for the future, and will provide back-ups of all files in the event Allyson experiences any equipment failures. Allyson reported that she will be in Spain next summer participating in the World Aerobatic Championships as a member of the United States Aerobatic Team. She will be out of the country from mid to late May until approximately the 2nd week of July, so she will be unable to produce the June 2005 issue of UNITY Update and the July 2005 issue of ***UNITY*** Magazine. Allyson thanked Mark Torrez and Kathy Anderson for being willing to take over these two issues. Allyson will be conducting a training session on the Quark program for Mark and Kathy in February. Also in February, Allyson asked to have another Board discussion to plan upcoming topics for publications placed on the agenda. The October 2004 discussion was very helpful in planning content, deadlines, and assignments. The deadlines for the 2005 Union publications are as follows:

- January 25 – Deadline for the February 2005 UNITY Update Newsletter
- February 25 – Deadline for the March 2005 UNITY Update Newsletter
- March 10 – Deadline for the April 2005 ***UNITY*** Magazine
- April 25 – Deadline for the May 2005 UNITY Update Newsletter
- May 25 – Deadline for the June 2005 UNITY Update Newsletter
- June 10 – Deadline for the July 2005 ***UNITY*** Magazine
- July 25 – Deadline for the August 2005 UNITY Update Newsletter
- August 25 – Deadline for the September 2005 UNITY Update Newsletter

Thomas Mitchell presented the **New Hire Committee** report. There were about 125 New Hires. Thomas also reported on the presentation that he and Thom McDaniel gave the New Hire class.

Kathy Anderson presented the **Oakland Domicile** report for Mark Torrez. Mark stated that Oakland Membership continues to be supportive of this Local. However he has been very busy managing various fact-finding meetings between Flight Attendants and Management. He would like to thank Allyson Parker-Lauck for filling in for him while he was flying. Although most of the meetings with Management were fairly uneventful (most resulted in little or no discipline) there were a couple of meetings worth noting. Allyson gave an account of two recent fact-finding meetings in Oakland. One meeting was between Jamie Willard and Mark, and the other between Maureen Emlett and Allyson. As a result of the circumstances of these meetings, Mark and Allyson met with Jamie to discuss the future of the relationship between the Local and the Oakland base. Mark stated that the meeting was very productive and is eager to move forward. Finally Mark wrote that the Toys for Tots drive is not going very well in the Oakland Domicile but hopes that as the holidays approach, the Flight Attendant's will donate last minute gifts.

Kathy Anderson presented the Sept. 2004 minutes for approval.

Jimmy West made a motion to approve the Sept 2004 minutes as amended. Karen Amos seconded. **All voting Members voted to approve the Sept 2004 minutes as amended.**

Thom McDaniel was excused at 1000 to attend the SWA Labor Summit.

Michael Massoni chaired the meeting.

Kathy Anderson presented the October 2004 minutes for approval.

Stacy Martin made a motion to suspend the review of the October 2004 Executive Board Meeting minutes until Thom McDaniel arrives. Jimmy West seconded the motion. The motion **carried.**

The Board reviewed 1 grievance.

Tanya McGrath entered the meeting at 1040 to observe the proceedings.

Michelle Zenici entered the meeting at 1040 to present 2 grievances.

Michelle Zenici was excused at 1055.

Tanya McGrath remained to present 2 grievances.

Tanya McGrath was excused at 1120.

The Board reviewed 1 grievance.

The Board placed a conference call at 1150 to a grievant.

The conference call ended at 1205.

The Board reviewed 2 grievances.

Thom McDaniel entered the meeting at 1350 and chaired the meeting.

Gayle Ross and a grievant entered the meeting at 1350 to address the Board.

The grievant was excused at 1425.

Gayle Ross remained in the meeting to present another grievance.

Ron Regan entered the meeting at 1445 to help present the grievance.

Gayle Ross and Ron Regan were excused at 1500.

The Board continued discussions on grievances.

The Board discussed the Paul Gaynor Scholarship. Gwen Dunivent was awarded the scholarship.

The Board discussed legal counsel for the Local.

The Board discussed the Department of Labor law suit.

The Board discussed pay for Domicile Executive Board Members and Shop Stewards for doing Fact Finding and Disciplinary Meetings.

Allyson Parker-Lauck made a motion that any Flight Attendant who represents a Member on behalf of the Union should be paid 4 TFP if meeting(s) is held on a day off and 1 TFP if the meeting(s) is held before or after a trip. Stacy Martin seconded the motion. The motion **carried**.

The Board discussed pay per day for Lounge Mobilizations. The Board concurred that this is an issue that should go to the Membership.

The Board discussed pay for Committee work and agreed that 6.5 TFP would be appropriate compensation. This would remain consistent with the Average Daily Guarantee (ADG) in the Contract.

The Board reviewed the October 2004 Executive Board Meeting Minutes. Allyson Parker-Lauck made a motion to approve the minutes as amended. Stacy Martin seconded the motion. The motion **carried.**

Mike Sims presented TWU Local 556 Pass Policy for Board review. Allyson Parker-Lauck will add this policy to the TWU Local 556 Policy and Procedure Manual.

Stacy Martin made a motion to excuse Officers who need to be excused for the 3rd Quarter 2004 flying or Lounge Mobilization requirement. Mike McCarthy seconded the motion. The motion **carried.**

Michael Massoni made a motion to give Madeleine Howard a Christmas Bonus of $1500 (take home). Karen Amos seconded the motion. **All voting Members voted in favor.**

The Board discussed landlord Justin Small's proposal to the Executive Board to purchase the building that is currently being leased by the Local.

Kathy Anderson made a motion to adjourn. Mike McCarthy seconded the motion. The motion **carried.**

Thom McDaniel adjourned the meeting at 1720.

Wednesday, December 15, 2004
Thom McDaniel called the meeting to order at 0830.

Board Members present were Thom McDaniel, Michael Massoni, Marcy Vinyard, Thomas Mitchell, Kathy Anderson, Mike Sims, Allyson Parker-Lauck, Stacy Martin, Mike McCarthy, and Jimmy West.

Karen Amos was excused for personal reasons.

Bill Bernal was excused for personal reasons.

Mark Torrez was excused for a TWU special project.

Lucy White-Lehman was excused for vacation.

The Board reviewed 4 grievances.
Thom McDaniel updated the Board on the SWA Labor Summit.

Thomas Mitchell presented the June 2004 Financial Report for approval. Allyson Parker-Lauck made a motion to approve the June 2004 Financial Report. Michael Massoni seconded the motion. **All voting Members voted in favor.**

Lone Star Checks #8366-8454 were presented.

Thomas Mitchell presented the July 2004 Financial Report for approval. Marcy Vinyard made a motion to approve the July 2004 Financial Report. Allyson Parker-Lauck seconded the motion. **All voting Members voted to in favor.**

Lone Star Checks #8455- #8517 were presented.

Thomas Mitchell presented the August 2004 Financial Report for approval. Jimmy West made a motion to approve the August 2004 Financial Report. Marcy Vinyard seconded the motion. **All voting Members voted in favor.**

Lone Star Checks #8518- 8532, 8534- 8539, and 8544- 8597 were presented.

Thomas Mitchell presented the September 2004 Financial Report for approval. Mike McCarthy made a motion to approve the September 2004 Financial Report. Marcy Vinyard seconded the motion. **All voting Members voted in favor.**

Lone Star Checks #8598- 8648 were presented.

Becky Parker entered the meeting at 1000 to present a grievance.

The Board placed a conference call to the grievant at 1025.

Karen Amos entered the meeting at 1030.

The conference call ended at 1050.

Becky Parker was excused at 1055.

The Board discussed the Fiscal Year 2005 budget.

Thom McDaniel was excused at 1120. Michael Massoni chaired the meeting.

The Board continued to discuss the Fiscal Year 2005 budget.

Michael Massoni was excused at 1330 to attend a meeting at Inflight Training.

Marcy Vinyard chaired the meeting.

Becky Parker entered the meeting at 1400 to present a grievance.

Garry Drummond entered the meeting at 1415.

The Board placed a conference call to the grievant.

The conference call ended at 1435.

The Board continued to discuss grievance #2963.

Thom McDaniel entered the meeting at 1545 and chaired the meeting.

The Board continued to discuss the Fiscal Year 2005 budget.

Michael Massoni entered the meeting at 1555.

The Board continued to discuss the Fiscal Year 2005 budget.

Michael Massoni made a motion to adjourn. Mike McCarthy seconded the motion. The motion **carried.**

Thom McDaniel adjourned the meeting at 1715.

Thursday, December 16, 2004
Thom McDaniel called the meeting to order at 0900.

Board Members present were Thom McDaniel, Michael Massoni, Marcy Vinyard, Thomas Mitchell, Kathy Anderson, Mike Sims, Allyson Parker-Lauck, Stacy Martin, Mike McCarthy and Jimmy West.

Karen Amos was excused for an interview.

Bill Bernal was excused for personal reasons.

Mark Torrez was excused for a TWU special project.

Lucy White-Lehman was excused for vacation.

Garry Drummond entered the meeting at 0900.

The Board continued to discuss the Fiscal Year 2005 Budget.

Garry Drummond updated the Board on TWU International business.

Cindy Ritner entered the meeting at 1050 to discuss the **Scheduling Committee** budget.

Gayle Ross, Becky Parker, Michelle Zenici, Tanya McGrath, Ron Regan, and Amy Montgomery entered the meeting at 1100 to participate in Duty Rig Training.

Cindy Ritner presented the training session on Duty Rigs.

Cindy Ritner, Gayle Ross, Becky Parker, Michelle Zenici, Tanya McGrath, Ron Regan, and Amy Montgomery were excused at 1230.

Jimmy West was excused at 1230.

The Board agreed that Domicile and Committee reports will not be written in the minutes but attached to the minutes beginning in January 2005.

Marcy Vinyard proposed that Amy Neeper be hired as the new Grievance Staff member. Mike Sims made a motion to hire Amy Neeper as the new Grievance Staff member. Kathy Anderson seconded the motion. **All voting Members voted in favor.**

Stacy Martin was excused at 1245.

The Board agreed to ask Deborah Danish and Karla Kozak to participate the TWU Martin Luther King celebration in Los Angeles in January 2005.

Marcy Vinyard made a motion to adjourn. Mike Sims seconded the motion. The motion **carried**.

Thom McDaniel adjourned the meeting at 1250.

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

Kathy Anderson

Kathy Anderson
Recording Secretary

Thom McDaniel

Thom McDaniel
President