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

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Executive Board Meeting
October 15 – 17, 2013
Synopsis

Tuesday October 15, 2013

Audrey Stone called the Meeting to order at 0830.

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

Audrey Stone led the Executive Board in reciting the **Pledge of Allegiance**.

TWU Local 556 Executive Board Members Audrey Stone, John Parrott, Cuyler Thompson, Brett Nevarez, Tina Coffee, Addie Crisp, Matt Hettich, John DiPippa, Chris Sullivan, Jimmy West, Donna Keith, Stacey Vavakas, and Valerie Boy were present.

Todd Gage and Karen Amos were excused for personal reasons.

Rob Riddell was excused to attend a Language of Destination/Origin (LODO) Committee Meeting at Southwest Airlines Headquarters.

Audrey Stone reminded Executive Board Members that the Union was hosting a dinner for the current Special Merger Training (SMT) Class at the Union Office that evening. She reported that at her request, Southwest Airlines Inflight Provisioning had donated beverages.

Audrey Stone requested to be excused from the morning session of Wednesday's Executive Board Meeting for personal reasons.

Donna Keith made a **motion (1)** to excuse Audrey Stone from the following morning's Executive Board Session for personal reasons. Matt Hettich **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Excused
Tina Coffee	Yea

Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Yea
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried**.

Audrey Stone requested that she and John Parrott be excused from that afternoon's Executive Board Session in order to give the Union's Presentation to the newest Special Merger Training (SMT) Class.

Jimmy West made a **motion (2)** to excuse Audrey Stone and John Parrott from that afternoon's Executive Board Session in order to give the Union's Presentation to the newest SMT Class of former AirTran Flight Attendants. Matt Hettich **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Excused
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Yea
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried**.

Audrey Stone reminded Executive Board Members that TWU Local 556 Live Broadcast was scheduled to begin at 1930 that evening, after the SMT Dinner, and would be hosted by Cuyler Thompson.

John Parrott submitted the **Local 556 Office Manager's Report**. There was no written report submitted.

Brett Nevarez presented his **Officer's Report as 2nd Vice President**. There was no written report submitted.

There was discussion regarding the fact that former Local 556 1st Vice President Chris Click, who had attended the 24th TWU Constitutional Convention as a guest of a Local 556 Delegate, had been presented with a bill during the Convention for expenses that Chris Click had incurred while suspended from Office.

There was discussion regarding a lawsuit filed against TWU Local 556 by former Local 556 1st Vice President Chris Click.

There was discussion regarding a recent post, which had appeared on the Local 556 Website and Facebook page, which had angered several Members because of its political nature. The Executive Board **agreed** to be mindful that Local 556 represents Flight Attendants of numerous political persuasions.

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

> *John wrote the August E-Connection and has also reviewed upcoming grievances for October Boards. John did a Lounge Mobilization in September as well as a Fact-Finding Meeting. John also met with Craig Grosskopf, who is the Assistant Parking Manager, because John received a few emails from Flight Attendants who were concerned about their safety because they are now parking or will soon be parking at the new Employee lot off of 44th Street and Washington. This lot is next to the light rail that connects to the airport and the concern is that late at night, transients might loiter around the light rail station. Craig explained the security procedures in place for the lot, which John plans to communicate with the base in his upcoming Unity article. Due to the enhanced security at the lot there hasn't been any reports of cars being broken into; however a couple of bicycles were stolen. John was in Las Vegas in September for the TWU International Convention that is held every four years. John also met with his Base Manager about various base issues and made sure that the glass case and red rack were up to date. John wants to thank fellow Board Member Tina Coffee for adding some "pizzazz" to the Union Glass Case and for representing the Local at the AFL-CIO meetings that occur in the base from time to time. Finally, John got to learn a little espanol by testing the Rosetta Stone language program for the LODO Committee.*

Tina Coffee submitted her **Officer's Report as Board Member at Large**:

> *Last month Tina was a Delegate to the TWU Constitutional Convention in Las Vegas. Tina found it an incredible experience and very uplifting. Tina believes the conference gave her direction as to what is expected from the Local Unions. There were many powerful speakers who touched on the struggles of Unions in history and today. It also gave a fairly clear view of the new direction they want to be heading, which would include a more bipartisan Union that supports the voice of America's working families, especially Union Members. Tina did a lot of networking at the Convention with Brothers and Sisters from other Unions. Tina attended the workshop for Members interested in organizing and helping other groups join Labor Unions. One issue, at this workshop that Tina took particularly to heart, was a need to "step it up" in her community. Tina plans on doing this by attending more AFL-CIO events in Phoenix and some national events as well. On top of all of that, Tina most definitely wants to get Southwest Airlines Flight Attendants informed on current community events and how they too can get involved. Last month Tina answered Member calls. Tina straightened the red rack whenever she went on a trip and she masking-taped the Union Glass Case, as a way to highlight the upcoming Membership Meetings. Tina also made copies of the proposed amendments to be voted on in the meeting. Those were attached to the Union case. Tina was on the conference call with Harry Lombardo and the Shop Steward Conference Call.*

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

> *During the months of August and September Stacey has spent several days in the lounge, attended several Fact-Finding Meetings, and Attendance Meetings. Stacey has also had several meetings with*

Baltimore Management to discuss issues within the base. Stacey also held a mini training session for several Shop Stewards in Baltimore. Stacey has also updated the glass case with Breast Cancer Awareness Information and placed several pamphlets about Breast Cancer Awareness on the Union Red Rack. All Union literature was also distributed. Stacey attended the TWU International Convention in Las Vegas and she also took part in the rally for Allegiant Airlines. Stacey also took part in the Shop Steward Conference Call and helped with the Shop Steward Corner. Stacey also took part in the testing of a Rosetta Stone product for our work group.

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

Jimmy reported that Fact-Finding Meetings as well as Phase Two Attendance Meetings have increased in Orlando. Jimmy reported that it appears that when a Flight Attendant is being called in for a Fact-Finding Meeting, the 'CC' is being placed on their board; however they are not being contacted. Jimmy reported that he has had several phone calls regarding this issue. Jimmy reported that he attended the TWU International Convention in Las Vegas over September 22-27. Jimmy reported that he was a tester with the Rosetta Stone Spanish speaking program. Jimmy reported the program was a very good learning tool for those who wish to speak a foreign language. Jimmy reported that all publications have been distributed and the Breast Cancer Awareness information is out in the Orlando Lounge.

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

Matt reported that over the previous two months Fact-Finding Meetings have involved delay of flight, inadvertent slide deployment, and Management inquiries into untimely sick calls; Step Two Meetings have involved challenges to point accumulation; Attendance Meetings have remained consistent over previous months; and, Phase Two Attendance Meetings have been increasing in Oakland. Matt updated the Oakland Base Page, Union Glass Case, communicated with Oakland Shop Stewards via email, met with the Oakland Base Manager on a biweekly basis, sat a week of Emergency Officer On-Call in September, and distributed all union publications. Matt, along with Oakland Shop Steward Josh Rosenberg, met with Chris Haas, Aviation Security Superintendent at the Port of Oakland to address the lack of security in the Oakland employee parking lots. Matt briefed the Executive Board that he has reached out to other work groups on property at the Oakland Airport, met with Southwest Management, and is actively looking into viable alternatives to the Port of Oakland parking lots. Matt reported that he sampled the Rosetta Stone language training software that was tested by the Language of Destination/Origination Subcommittee. Matt was on the TWU Local 556 Convention Delegate Conference Call with TWU International President Harry Lombardo and attended the 24th TWU Constitutional Convention over September 23 through September 26. Matt thanked all the Convention Delegates and guests for their participation at the Convention and rally at Allegiant Airlines Headquarters to show support for TWU Local 577, the Flight Attendants of Allegiant Airlines.

There was discussion regarding the lack of security at the Oakland Airport Employee Parking Lot. The Executive Board **agreed** that Audrey Stone would attempt to resolve the issue with Inflight Management before the Union took further action to correct the dangerous problem for our Members.

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

Addie Crisp submitted the **Las Vegas Base Report**:

Phase One and Two Attendance Meetings continue in base. Addie Crisp updated the glass case. Addie Crisp was Emergency Officer On-Call for a week in August and received a few calls in regards to extreme delays. Amy Izzo held a Lounge Mobilization in August and Rick Harton held one in September. Brett Nevarez and Paul Sweetin did a lounge visit in September to talk about the Contract Negotiations. Rick Harton stuffed the boxes with the Unity Update. Addie Crisp participated in the TWU Convention in September. Many Las Vegas Stewards were guests at the Convention and participated in the workshop. Addie Crisp, Patti Phillips, Kellee Farmer, Kevin Barber, Bryan Orozco and many other Las Vegas Flight Attendants attended the Allegiant Local 577 rally in Las Vegas. This rally had more than 300 people participate from many TWU Locals and was covered on local news stations. Chris Sullivan addressed the Convention to raise money to send WWII Veterans on an Honor Flight to Washington, D.C. to visit the Washington Memorial. The Delegates surpassed the request of $3,000 and raised $7,280 to send Nevada Veterans. Dana Suetching had a Shop Steward strategy meeting two days in September where we planned future activities. Bryan Orozco participated in AFL-CIO training in September. Addie Crisp participated in a Delegate Conference Call in regards to the International elections. The Las Vegas Based Flight Attendants also want to congratulate Shop Steward Amy Izzo on her wedding.

Chris Sullivan submitted the **Denver Base Report**:

Chris reports that he attended the TWU 556 Executive Board meeting in Dallas on August 12-14, 2013. Chris participated in the August and September monthly Shop Steward Conference Calls. On August 26 Denver Inflight Base Manager Katrina Bannon left the Company. The interim Manager was Keith Rendone from Oakland. On September 25 Chris was informed that Cetta Larabee from Chicago would be the new Base Manager. She is scheduled to begin on October 16, 2013. Chris attended the TWU International Convention in Las Vegas on September 22-27, 2013. Chris was Emergency Officer On Call during the month. On October 12 Chris attended a Regional Transportation District (RTD) community meeting in Denver. Representatives of various transit departments were on hand to discuss the commuter rail project being built to service the Denver airport. Service is scheduled to begin in early 2016. Chris is scheduled to attend the TWU ATD Veteran's Committee meeting on November 6-7 in Hurst, TX. The glass case was updated several times since the last report. It currently includes a section highlighting Breast Cancer Awareness month. Chris also cut and provided pink ribbons for Members. During the month Chris met with Management and represented Members in meetings. Chris distributed publications and did several lounge visits in September.

The Executive Board **agreed** that Chris Sullivan would coordinate a communication to all of the Locals in attendance at the TWU 24th Constitutional Convention, to express Local 556's thanks for the Convention Delegates' generous donations to the Southwest Airlines Honor Flight Program and the Local 556 Veterans Committee.

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

Audrey Stone reports that since the last Executive Board (EB) Meeting, interviews were concluded for the Grievance Team positions. Audrey states that she, Grievance Chair Lyn Montgomery, and Secretary-Treasurer John Parrott were all in agreement as to whom the strongest candidates were. She would like to recommend that both Brandon Hillhouse and Joe Skotnik remain in full time positions within our Team, and thanks them for the assistance they have been providing for the last few months. We anticipate possibly hiring additional staff in 2014, and have other candidates who have been trained since the interview process and are filling in as needed based on staffing. Audrey has led the Negotiating Team (NT) in all negotiations on August 22, 23, September 4, 5, 11, 12, and October 8 and

9 with Southwest Airlines (SWA) and they go back to the table next week. The NT has come to a Tentative Agreement on thirteen Articles, as well as opened a handful more that they hope to reach agreement on soon. Currently discussion at the table remains productive between both parties, and the NT continues to receive additional data they have requested from Southwest Airlines. The NT hosted a Negotiations Summit at our TWU Office on August 26 to discuss ongoing negotiations with other negotiation committees on property at Southwest Airlines, and participated in negotiations training on August 28 and 29. The NT participated in strategic planning in August to plan our bargaining strategy, and to prepare for our future Coordinating Council. Audrey participated in the conference call with then International President Candidate Harry Lombardo on September 10. Audrey, along with the rest of the EB and elected Delegates and Alternates, attended the TWU 24th Constitutional Convention in Las Vegas, NV from September 22-26. She is looking forward to working with the new International Leadership Team through the International Executive Board. Audrey would also like to congratulate Thom McDaniel for his re-election as an International Vice President and our 1st Vice President Todd Gage for his election to the International Executive Board. Audrey would like to thank the Delegates for their participation and most especially, the Executive Board, for their solidarity during the week. Audrey states that she has attended the monthly Grievance Meetings between TWU and Southwest Airlines, and has assisted the Grievance Team in reaching settlements on grievances. She has also participated in the monthly Shop Steward Conference Calls and the TWU Live Broadcast. Audrey would like to thank Communications Team Member Erich Schwenk for his behind the scenes work in bringing back this communication tool for the Membership. Audrey reported that the next Live Broadcast would be held that night. Audrey has had regular meetings with Inflight Leaders, including Senior Director of Base Operations Sonya Lacore and Vice President Cabin Services Mike Hafner, most recently on September 30. Todd Gage has accompanied her to some of these, and they have been able to address and resolve concerns. Audrey, Todd, 2nd Vice President Brett Nevarez, and John Parrott attended a meeting requested by Senior Vice President Labor Relations Randy Babbitt with Senior Director Labor Relations Strategy Paul Brandt, Planning Controller Jeff Daniels, and Senior Director Labor Relations Naomi Hudson to view an economic presentation. Todd and Audrey also accompanied CISM Chair Eileen Rodriguez to a meeting on September 30 with Sonya Lacore, Director of Base Operations Henry Townsend, and Senior Manager Employee Outreach and Administration Tom Crabtree to discuss communication issues between all parties when emergencies occur involving Flight Attendants, including flight #345. Audrey attended the quarterly Coalition of Flight Attendant meeting, held in Washington, D.C., on October 9 and 10. Following this meeting, she had dinner with our new International President Harry Lombardo. Next week she will be attending an ATD President's meeting as requested by International. She has also conducted two interviews on behalf of TWU Local 556. Audrey and Todd Gage worked diligently to prepare the Bylaw packets for this round of Membership Meetings, and conferred with legal counsel at length regarding Bylaws that were improper. The meetings began with Dallas on October 7, and Audrey chaired this meeting. Audrey would like to thank Todd for being available to chair most of the Membership Meetings this month, due to her negotiations schedule. Audrey participated in the Grievance Review Committee on October 14 to prepare for the EB Meeting, and has remained available to the Grievance Team, the Executive Board, our Committee Chairs, and our Membership.

Cuyler Thompson made a **motion (3)** to accept Audrey Stone's recommendation that Brandon Hillhouse be added as a full time member of the TWU Local 556 Grievance Team. Brett Nevarez **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea

Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Excused
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Yea
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried**.

Cuyler Thompson made a **motion (4)** to accept Audrey Stone's recommendation that Joseph Skotnik be added as a full time member of the TWU Local 556 Grievance Team. Brett Nevarez **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Excused
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Yea
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried**.

Audrey Stone and John Parrott, currently sharing the duties of Office Manager and saving money for the Union, reported that the Local 556 Union Office was running smoothly and efficiently. Audrey went on to say that the new Local 556 Leave Specialist, Alice Hinckley, was settling in to her new position as the Local's Leave Specialist.

The Executive Board took a break at 1046 and reconvened at 1104.

Executive Board Members Audrey Stone, John Parrott, Cuyler Thompson, Brett Nevarez, Tina Coffee, Addie Crisp, Matt Hettich, John DiPippa, Chris Sullivan, Jimmy West, Donna Keith, Stacey Vavakas, and Valerie Boy were present.

Todd Gage and Karen Amos were excused for personal reasons.

Rob Riddell was excused to attend a LODO Sub-Committee Meeting at Southwest Airlines Headquarters.

Uniform Committee Chairpersons Crystal Reven and Mark Savage entered the Meeting at 1105 to present the **Uniform Committee Report**. There was no written report submitted.

In recognition of her hard work on the "Free Hobby" Airport campaign on behalf of Local 556, the Executive Board presented Crystal Reven with a hardhat, emblazoned with the Southwest Airlines and "Free Hobby" logos. The hardhat had been given to TWU Local 556 by the Mayor of Houston.

The Uniform Committee Chairpersons were excused at 1133.

Audrey Stone presented the **COPE Report**. There was no written report submitted.

Cuyler Thompson submitted the **Critical Incident Stress Management (CISM) Committee Report** for Chairperson Eileen Rodriguez:

> *The CISM Team responded to 67 incidents during the month of October. We spoke to approximately 200 Flight Attendants combined at Southwest Airlines and AirTran. I along with another CISM Team Member attended the three-day FADAP training in Baltimore. I spoke to the SMT Classes and attended Emergency Response Meetings with Southwest Airlines. Below you will see a breakdown of the type of incident calls that we handle*

Medical Emergency	*15*
A/C Mechanical	*6*
F/A Hospitalization	*5*
Personal Issue-F/A	*4*
F/A Injury	*4*
Birdstrike	*4*
F/A Hospitalization - Air Tran	*4*
Confidential Issue	*2*
Air Turnback	*2*
Passenger Misconduct	*2*
A/C Incident	*2*
Calls Related to Death of F/A	*2*
Non Work Related	*2*
Calls Related to F/A Family Member Death	*2*
Decompression	*1*
Death on Board	*1*
Death of F/A Family Member - Air Tran	*1*
F/A Illness on RON - Air Tran	*1*
Test/Practice	*1*
Assault on Employee	*1*
Death of F/A Family Member	*1*
Suicide Intervention	*1*
Declared Emergency	*1*

Prep Cabin for Emergency	*1*
Team Member Debriefing	*1*
	67

The Executive Board discussed how Flight Attendants who had been involved in an aircraft emergency were pulled and compensated.

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

Lisa Trafton reported line writing for November was extremely difficult. November continued to have several schedule changes even more so with the extreme changes from the Thanksgiving holiday. Inflight Crew Planning had a hard time making the monthly schedule hit our contractual 6% turns (they did hit it 6.6%). The Committee on average wrote 72.2% pure lines (lines starting on the same day each week containing pairings of the same length); maintained 36.2% of the lines with all weekends off, and the lines containing 3-on/off or 48-hour breaks did not exceed 17.5%. In total, the Committee wrote 7,182 individual lines (an increase of 209 individual lines from this month last year) averaging 95.07 TFP (an increase of .65 TFP from this month last year). I (Lisa Trafton) will start to set up monthly meetings with Inflight Crew planning at the beginning of the new year. The line writers for the November lines were: Doreen Argyropoulos-Ricker, Kim Foster, Rebekah Knox, Shelley Taylor, Janet Lamy, Sheri Tyler, Kay McCurley, Cobia Gould and Lisa Trafton. I would like to take this opportunity to thank each and every one of you for trusting this team of line writers to do what we do best.

The Executive Board instructed Scheduling Committee Liaison Brett Nevarez to pass along their thanks to new Scheduling Committee Chairperson Lisa Trafton for including information in her report that the Executive Board had requested.

Matt Hettich presented the **Education Committee Report**. There was no written report submitted.

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

Cases carried over from August 2013

Unprofessional Behavior	*1*
CRM	*1*

September 2013

Not Taken	*3*
Withdrawn	*3*
CISM	*1*
Unprofessional Behavior	*4*
CRM	*3*
Theft	*2*
I.R. Filed	*2*
Pilot	*3*
Safety	*1*
Case in Progress	*2*
Total	*24*

Negative Outcome	*1*
Positive Outcome	*11*

Tina Coffee submitted the **Civil and Human Rights Committee (CHRC)** Report for Chairperson Addie Crisp:

WHAT IS S. 744?
The "Border Security, Economic Opportunity, and Immigration Modernization Act," Or S. 744, is a broad-based proposal for reforming the U.S. Immigration system written by a bipartisan group of eight Senators known as the "Gang of Eight." Senators Charles Schumer (D-NY), John McCain (R-AZ), Richard Durbin (D-IL), Lindsey Graham (R-SC), Robert Menendez (D-NJ), Marco Rubio (R-FL), Michael Bennet (D-CO), and Jeff Flake (R-AZ), drafted S. 744 in the spring of 2013. The bill addresses all aspects of the immigration process from border and enforcement issues to legal immigration reforms. It makes changes to the family and employment-based visa categories for immigrants, provides critical due-process protections, increases the availability of non-immigrant workers to supplement all sectors of the workforce, and provides legal status to eleven million undocumented immigrants within the United States. The Senators intended this legislation to address these issues "...by finally committing the resources needed to secure the border, modernize and streamline our current legal immigration system, while creating a tough but fair legalization program for individuals who are currently here." October 5 was declared a National Day of Dignity and Respect by the AFL-CIO. That day there were thousands of people with their families, walking the streets of downtown Phoenix. There were little children with a flag in one hand and a popsicle in the other. I walked for them and Civil and Human Rights. My great-grandparents were immigrants, one side came from Czechoslovakia and the other from Italy. They came over on ships, through Ellis Island, to America because they wanted a better life for themselves and their children. This country is built on immigrants and all people should be allowed a way to become citizens, rules that protect workers' rights and our broken immigration system. All workers deserve dignity and respect for their hard work. America's Unions are committed to working together with one voice, along with our civil rights, faith and community partners, to pass Comprehensive Immigration Reform. http://www.aflcio.org/Issues/Immigration

The Executive Board went to lunch at 1235 and reconvened at 1405.

Executive Board Members Audrey Stone, John Parrott, Cuyler Thompson, Brett Nevarez, Rob Riddell, Tina Coffee, Addie Crisp, Matt Hettich, John DiPippa, Chris Sullivan, Jimmy West, Donna Keith, Stacey Vavakas, and Valerie Boy were present.

Todd Gage and Karen Amos were excused for personal reasons.

Cuyler Thompson submitted the **Health Committee Report** for Chairperson Michele Moore:

ASAP :
Attached please find attached a synopsis of the August ASAP reports. To date we have received 1,640 ASAP reports since the program started. Once the FAA is no longer furloughed we will be scheduling an ASAP organizational meeting to discuss how future recommendations will be submitted to the Company. We will also be having a meeting to discuss several recommendations we will be making to the Company on OWWE briefings as well as one on -800 procedures.

Health:

Our Flight Attendants continue to experience issues with the Evolve aircraft and allergy symptoms. I have spoken to many Flight Attendants regarding their symptoms. Additionally, I have received and answered a number of emails. I am requesting that the Flight Attendants send me an email with detailed information, (date, flight number and exact symptoms as well as when the symptoms went away) so I can provide this information to the Company. We have had several meetings with the Company and have requested Material Safety Data Sheets (MSDS) on the carpet and adhesives being used. In our recent Health and Safety Committee (HASC) meeting it was discussed that the Company will be changing out the carpeting in the recent evolved aircraft. This could help the symptoms. We have requested a meeting with the Company regarding hot aircraft. We want to make sure that the issue isn't forgotten until next summer.

<u>ENS Follow-ups:</u>
In September we received 131 ENS messages. Our ENS messages seem to be increasing lately – many which require follow-up.

<u>ASAP InfoShare:</u>
I attended a week-long meeting in Atlanta attended by all airlines that have ASAP programs to share ideas/information etc. There is a day and half of training that just involves Flight Attendant programs.

<u>Safety:</u>
I attended a week-long "Train the Trainer" program in Miami on behalf of International TWU. Throughout the week we studied the Value Jet crash in the Everglades and discussed how preventable the accident was. It brought awareness to how safety needs to be the number one thought at all times. The mistake in this event could have been caught by several work groups and people – had just one person questioned the boxes, its possible the crash would never have happened. I attended the National Safety Council meeting in Chicago directly following the International meeting. One of the breakout sessions spoke on the subject of hot environments at work and one breakout session spoke on the subject of voluntary safety reporting systems. During the next meeting in the spring, I was asked to bring information on our ASAP program for the session.

<u>Articles:</u>
In conjunction with one of our Phoenix Flight Attendants, I wrote an article for the Unity Update regarding Breast Cancer awareness.

<u>Meetings Scheduled to Attend in October:</u>
<u>HASC</u> – Health and Safety Committee Meeting – monthly meeting
<u>ERC</u> – Weekly Meeting in addition to weekly prep and follow-up/phone calls
<u>ASAP</u> - Organizational Meeting and a Recommendation Meeting (separate meetings)

Cuyler Thompson submitted the **Safety Committee Report** for Safety Committee 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 = 89

ASAP Reports received to date: 1554
Accepted Reports to date = 1465

Aviation Safety & Health Database Int'l (ASHDI) – Reports Received = 0

Report Entered into LaborForce

*Southwest Airlines Event Notification System (ENS) and AirTran Safety Information Reported Event Notification (SIREN)**

Fielded Events for Period:

- *06/24/13 through 08/13/13 = 285*
- *Emergencies Declared = 59*
- *All OF 2013 to Date = 371***
- *ALL OF 2010 = 1413*
- *ALL OF 2009 = 1210*
- *ALL OF 2008 = 940*

**With the advent of Southwest Airlines / AT SOC, TWU 556 receives both ENS and SIREN events from OCC. All ENS events will be tracked, trended and vetted for possible follow-up. All SIREN events will be tracked and trended but will not be vetted for follow-up as AT is covered under a different CBA and bargaining unit.*

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

TWU Local 556 Operational Safety Chair, Michael Massoni and Occupational Health and Safety Coordinator, Michele Moore met with CISM Chairperson, Eileen Rodriguez concerning the health of the CISM program and any current challenges regarding interactions with Southwest Airlines Management. A decision was made to call a coordination meeting between Eileen, Local 556, and Southwest Airlines Cabin Services Leadership at a future date.

As changes have been made to the TWU 556 Accident Response Plan (ARP) - and Go-Team Member line-up – a coordination meeting was held with the entire Go-Team (Michael Massoni, Michele Moore and Denny Sebesta. Within the meeting we went through the revised ARP in detail verifying roles and call-out protocols. We also identified weaknesses in the area of credentialing, as not all of our Go-Team Members are credentialed through SWA as Emergency Response Team Members. Michael Massoni agreed to bring the issue forward with Mike Hafner and the Southwest Emergency Response Department.

Southwest Airlines introduced a new corporate risk matrix as another step toward full implementation of our corporate Safety Management System (SMS). This new risk matrix will be used to risk all future ASAP events. Accordingly, training was held with corporate safety and all Members (primary and alternates) of the Inflight ASAP ERC in advance of introduction of this new risk matrix.

The NTSB informed TWU 556 that a Survival Factors Group would be formed concerning Southwest Airlines Flight 345(the LGA nose gear collapse event of 22 July, 2013) – accordingly the TWU 556 Safety Department proffered and obtained party status within the investigation. Flight Attendant interviews are taking place this week. The Survival Factors Group is charged with creating a factual report that documents factors that affected survivability during and immediately after the event. This report will then be submitted to the entire NTSB for inclusion in the final report and subsequent formulation of causal factors and appropriate recommendation(s) to the regulators.

A meeting was held with Kevin Clark, Manager Customer Experience, concerning progress and challenges within the hot aircraft procedures task force – during the meeting the TWU 556 Safety Team brought up ongoing concerns on measures not being taken to insure interdepartmental compliance with hot operations procedures that have now been in effect for months. Kevin's response was that he needed more documentation to bring forth further change. He also said that should Flight Attendants encounter an aircraft with significant temperature differentials throughout the cabin and mechanical issues are suspected, those issues need to be reported to the Flight Deck and written-up in the logbook. If there is resistance to these reporting procedures then an IR should be filed…we additionally recommend an ASAP report in addition to the IR.

The first Southwest Airlines ASAP InfoShare was held on August 13, 2013 - at SWA HDQ. Event Review Committee Members from Dispatch, Flight Ops, Inflight and Maintenance ASAP programs participated in the daylong event that included the following topics:

Best Practices
Purpose of Soliciting Reports
Cross-Departmental Recommendations
Ground Ops Opportunities
ASAP Perceptions amongst Employee Groups and Management
Information Availability (Closed Events, Identifying Flight Information etc.)

The session ended with a Q&A session with Members of Leadership from Corporate Safety, Ground Operations/Training, Dispatch/OCC and Flight Operations.

SCHEDULED AND STANDING MEETINGS:
Thursday, July 18, August 8, 2013 – Health & Safety Coordination (HASC) with Inflight Safety and Regulatory Standards
July18, 25, August 1, 2013 – ASAP Related Meeting(s)
Monday, August 12, 2013 – Meeting with Mike Hafner concerning Union Safety Issues
Wednesday& Thursday August 14, 2013 – NTSB Survival Factors Interviews and Southwest Airlines Safety Debriefs concerning Southwest Airlines 345

Communications Committee Members Erich Schwenk and Robin Brewer entered at 1424 and presented the **Communications Committee Report**:

Mass E-Mails
We have seen mixed reception to our emails. Base E-Connections are still very well received and DEBMs are encouraged to submit them monthly. The new Unity Update was launched this month and it is too early to see how well the workgroup accepts this new form of Unity Update.

Website
The Website is in good order. Below are some of the updates, issues, and items that have occurred over the past month along with some future updates:

- *We have added a calendar that is in a soft rollout and will be announced publically in the October 20 Unity Update. The calendar can be found on the right sidebar when logged in and a full size calendar is available at www.twu556.org/calendar or by using the link under the resources tab.*

- *Tested several plugins to create a pop-up quiz. They all have their differences and I have not settled on one to launch.*
- *The web edition of Unity Update was launched with the email campaign.*
- *Base pages will get a refresh soon.*
- *Added a pink ribbon to the TWU logo. This has been done in the past during the month of October. There has been good reception to the ribbon.*
- *A black ribbon was placed on the TWU Logo for September 11.*
- *Banner images have not been used very much over the past month due to 1) lack of news and 2) an issue that is causing the images to not be links.*
- *Shop Steward page is up an functional. The Shop Steward group are the only Members who can access the page. The Executive Board and Office Team were added to the Shop Steward list to provide them access.*

Shop Steward Committee-
Several emails were sent for the Shop Steward Conference Call and Shop Steward Corner. Lucy has taken over the moderation of the calls. The calls are recorded and placed on the Union Website with the synopsis shortly after the completion of the call. The calls, synopsis, and Shop Steward Corner are only accessible to Shop Stewards, Executive Board and the Office Team.

Publications

- ***Shop Steward Corner** (SSC) Worked with Lucy White-Lehman to prepare and finalize the September **SSC**; included editing, graphics and layout.*
- ***Summer Unity Magazine***
    - *Finished layout/production*
    - *Sent to printer for distribution*
- ***Glass Cases –***
    - *Coordinated efforts with American Cancer Society to supply glass case posters and pamphlets*
    - *Distributed glass case and red rack info to Domiciles*
- ***Created New "Branding" concepts***

NT
NT updates have been posted after each negotiations session. They have been well received by the Membership.

Facebook
Our Facebook page has been a good source for driving traffic to the Website and overall a great way to get information to the Membership in a quick and free manner. Our Facebook "likes" were reported to the Executive Board in August at 1570. We currently have 1648 "likes."

Communications Committee Chairperson Cuyler Thompson presented a proposal from AppleTree MediaWorks on behalf of the Communications Team to create a user friendly, one-stop screen to manage Member data, and to create a "single log-in" for Members on the Local 556 Website by obtaining a Secure Socket Layer (SSL) certificate.

The Communications Team discussed the upcoming Local 556 "Movember" campaign, raising awareness and fundraising for men's health.

Communications Committee Members Erich Schwenk and Robin Brewer were excused at 1516.

Stacey Vavakas submitted **Shop Steward Committee Report**:

> *The Shop Steward Corner for September was emailed out and the monthly conference call took place on September 18. The last conference call was an open question format where Shop Stewards could email their questions in ahead of time. The conference call went very well. We are finalizing the October issue and planning the next conference call.*

Audrey Stone and John Parrott were excused to give the Union's Presentation to the SMT Class at Southwest Airlines Headquarters at 1530.

Brett Nevarez chaired the Meeting.

Addie Crisp made a **motion (5)** to approve the proposal from AppleTree MediaWorks to create a "one-stop" screen to manage Member data and to create a "single login" for the Members of TWU Local 556. Matt Hettich **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Todd Gage	Excused
John Parrott	Excused
Cuyler Thompson	Yea
Brett Nevarez	Chair
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Nay
Valerie Boy	Nay
Donna Keith	Yea
Jimmy West	Nay
Karen Amos	Excused
John DiPippa	Nay
Addie Crisp	Yea
Chris Sullivan	Nay

The motion **carried**.

Chris Sullivan submitted the **Veteran's Committee Report**:

> *During the TWU International Convention Delegate Tina Coffee informed Chris Sullivan that she viewed a story about Honor Flight of Southern Nevada on Las Vegas CBS Channel 8. The story highlighted the group's current fundraising shortfall. Chris contacted the station regarding the story. Afterwards Chris worked with Jose Galarza to secure permission from International to address the Convention and solicit donations. The following day the Convention Delegates generously donated $3240. Thanks to a matching donation by International the total raised was $7280. The funds raised will ensure the 35 World War II Veterans are able to visit their memorial in Washington, D.C. Chris would like to thank Eric Weis, Stacey Vavakas, Karen Amos, John DiPippa and especially Tina Coffee for volunteering to help raise the funds. In October Chris met with the new manager of the Denver USO to assess their needs and coordinate assistance with activities scheduled during November and December.*

Chris is scheduled to attend the TWU ATD Veteran's Committee meeting on November 6-7 in Hurst, TX. The Committee will be participating in a visit to Brooke Army Medical Center in San Antonio, TX on December 6-8. The Committee will be collecting the following items to distribute at the free Post Exchange during the visit. A collection box will be placed in each Domicile during the month of November.

Socks all ages, sizes and sexes
Toiletries
Toys for children
Underwear all ages, sizes and sexes
Gift cards
Tear away pants
Razors, electric or throw away (both sexes)
Button/Snap shirts
Beef Jerky
Combs Hair Brushes
DVDs and Magazines
Backpacks for wheel chairs and regular

The ATD Veterans Committee Recording Secretary, Pete Meyer, worked with Chris to assist in having a home built for a disabled TWU Veteran. They were able to connect USMC SSgt Markus Burleson, a double amputee, with Military Warriors Support Foundation. Chris met Lt. General Leroy Sisco Ret., the foundation's CEO, while working a flight. Chris and Erich Schwenk created a Veteran and volunteer registration form that was posted on the Union Website. An article was placed in the September Unity Update asking Members to register on the Website using this form.

The Executive Board took a break at 1607 and reconvened at 1625.

Executive Board Members Cuyler Thompson, Brett Nevarez, Rob Riddell, Tina Coffee, Addie Crisp, Matt Hettich, John DiPippa, Chris Sullivan, Jimmy West, Donna Keith, Stacey Vavakas, and Valerie Boy were present.

Audrey Stone and John Parrott were excused to give the Union's Presentation to the SMT Class at Southwest Airlines Headquarters.

Todd Gage and Karen Amos were excused for personal reasons.

Brett Nevarez chaired the Meeting.

Cuyler Thompson submitted the **Flight Attendant Drug and Alcohol Program Committee (FADAP) Report** for Chairpersons Natalie Salser and Amy Peters:

The TWU 556 FADAP team has been very busy these past few months. Ten Peers volunteered their time to attend the third annual FADAP Conference in Baltimore from September 30 through October 3. This was a four-day conference that allowed our team to interact with treatment facilities, hear and learn from FAA funded speakers and meet other airline Employee Assistance Program (EAP) Representatives. The conference also gave us the opportunity to strengthen our bond as a team and reconnect with one another face to face. We have expanded our team from fifteen Peers to twenty-three Peers. Thanks to the article in Unity Magazine, we now have at least one TWU 556 FADAP Peer in every base. Each base *will have an appointed FADAP Base Coordinator (FBC). Three FBCs will assist the Co-Chairs with five upcoming on-site visits to treatment facilities between now and November 16, 2013. We are planning a mandatory one day training for all FADAP Peers. This training will ensure that each TWU 556 Peer is current on all FADAP policies and procedures. Since July 10, 2013, our team has assisted eleven Flight Attendants. We are also in the process of receiving information concerning seven cases from 2012 in order for our Peers to follow up and provide continued aftercare.*

Cuyler Thompson submitted the **Voting Records and Tallies of the May, July and August 2013 Executive Board Meetings**. The Executive Board made corrections and changes to these documents.

Cuyler Thompson submitted the **August 2013 Executive Board Meeting Attendance Report** for review.

Addie Crisp made a **motion (6)** to approve the August 2013 Executive Board Meeting Attendance Report. John DiPippa **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Todd Gage	Excused
John Parrott	Excused
Cuyler Thompson	Yea
Brett Nevarez	Chair
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Yea
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried**.

Cuyler Thompson submitted the **August 2013 Executive Board Meeting Minutes** for Board review.

The Executive Board made corrections and changes to the Minutes.

Stacey Vavakas made a **motion (7)** to recess. Chris Sullivan **seconded** the motion.

Audrey Stone	Excused
Todd Gage	Excused
John Parrott	Excused
Cuyler Thompson	Yea
Brett Nevarez	Chair
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea

Valerie Boy	Nay
Donna Keith	Yea
Jimmy West	Nay
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Nay
Chris Sullivan	Yea

The motion **carried**.

Brett Nevarez recessed the Meeting at 1709.

The Executive Board hosted a dinner for Special Merger Training Class #271.

Wednesday October 16, 2013

Brett Nevarez called the Meeting to order at 0830.

Executive Board Members John Parrott, Cuyler Thompson, Brett Nevarez, Tina Coffee, Addie Crisp, Matt Hettich, John DiPippa, Chris Sullivan, Jimmy West, Donna Keith and Stacey Vavakas were present.

Audrey Stone, Todd Gage, Karen Amos and Valerie Boy were excused for personal reasons.

TWU Air Transport Division Director Garry Drummond was a guest at the Meeting.

Brett Nevarez chaired the Meeting.

The Executive Board continued to review the August 2013 Executive Board Meeting Minutes.

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

The Executive Board took a break at 0919 and reconvened at 0925.

Executive Board Members John Parrott, Cuyler Thompson, Brett Nevarez, Tina Coffee, Addie Crisp, Matt Hettich, John DiPippa, Chris Sullivan, Jimmy West, Donna Keith and Stacey Vavakas were present.

Audrey Stone, Todd Gage, Karen Amos and Valerie Boy were excused for personal reasons.

TWU Air Transport Division Director Garry Drummond was a guest at the Meeting.

Grievance Chairpersons Lyn Montgomery and Becky Parker entered the Meeting at 0926 to present the Grievance Committee Report.

Inflight Management Representatives Sonya Lacore and Brendan Conlon entered the Meeting at 1005.

Brett Nevarez asked for an update regarding the Evolve aircraft interiors reportedly sickening Flight Attendants. Brendan Conlon said that Mohawk was the carpet manufacturing company. He explained that Southwest Airlines had installed the new carpet on the Evolve aircraft immediately after receiving it. Currently, before installation, the carpet was being allowed to "air out" first in hope that the problem would be resolved. He reported that 26 aircraft had reportedly been causing the issues for the Flight Attendants. Brendan noted that the issue was still being discussed during Health and Safety Committee Meetings. Brett Nevarez asked about the issues with the documentation of "chain of custody" for Unaccompanied Minors (UMs) at Southwest Airlines destinations that did not use Southwest Airlines Employees but used contracted employees. Sonya Lacore stated that the awareness of Southwest Airlines procedures with contracted employees was being "tightened up." She said she also discovered that the actual definition of a Sweeper needed to be clarified for our own Operations and Customer Service Agents (CSAs). Addie Crisp asked about the feasibility of allowing Flight Attendants to keep a copy of the UM paperwork to verify that they had in fact transferred custody of the UM at their proper destination. John Parrott asked if Flight Attendants could just give the UM to the CSA. Sonya responded, "Only if they have been designated as the Sweeper." Sonya reported that, "above the wing, they are all Sweepers. Below the wing, they are not." Cuyler Thompson reported that Operations Agents were not paging for UMs' parents prior to the aircraft arriving at the gate. Sonya stated that she would bring that forward. As a follow-up to a previous Executive Board Meeting, Sonya Lacore explained that a cockpit observer, whether they work for Southwest Airlines or not, has priority to a seat in the cabin over the Southwest Airlines Employee on the 4th jumpseat. She said that the reason, as explained to her, was in order to keep the cockpit as clear as possible. Brett Nevarez reported that the Union continued to receive reports of CSAs publicly "shaming" deadheading Flight Attendants into sitting on the 4th jumpseat, giving up their cabin seats on full flights. Donna Keith reported that CSAs had also refused to issue boarding passes to deadheading Flight Attendants until after general boarding had begun, prohibiting Flight Attendants from preboarding. She said that there had also been instances of Inflight Crew Scheduling instructing one of the deadheaders to work the flight so that one of the Flight Attendants scheduled to work the flight could then occupy the 4th jumpseat. Sonya stated that this practice was unacceptable. Brendan Conlon stated the he would look into it. Valerie Boy asked if Flight Attendants would be able to complete the online Recurrent Training on an iPad. Brendan explained that Southwest Airlines would have to build an app for that and then seek FAA approval. There was discussion regarding the use of iPads as a source for an electronic Flight Attendant Manual. Sonya said that the FAA wants to know what the backup is if the portable device fails. Will there be a hard manual on board? Brendan stated that Southwest Airlines does not support iOS; it is strictly Windows-based internally.

Audrey Stone entered the Meeting at 1028.

Jimmy West discussed the fact that Company Convenience bars were being placed on Flight Attendant's Crew Web Access (CWA) screens before the Flight Attendant had been notified of a Fact-Finding Meeting. Sonya Lacore stated that the Company Convenience bar was placed on the Flight Attendant's CWA screen if the Flight Attendant did not return the calls of Inflight Management to set up the Meeting. Becky Parker reported that this has been a problem that has been addressed with Inflight Management before. Sonya said that sometimes Flight Attendant's phone numbers did not work, and if the Flight Attendant did not respond to a CWA message, the Company Convenience bar was then placed on the Flight Attendant's screen. Matt Hettich discussed the dangerous problem of the Oakland Employee Parking Lot not being secure. Matt said that cars had been burglarized and vandalized. Matt said that he and Oakland Shop Steward Josh Rosenberg had been to the Port of Oakland with the problem. Sonya asked if Oakland Base Manager John White was aware of the problem. Matt reported having spoken to John White about the problem. Audrey Stone noted that the Oakland Employee Lot had *been an issue since Mark Torrez was the Domicile Executive Board Member, years ago. Audrey noted that per the Contract between TWU Local 556 and Southwest Airlines, a secure parking area must be available to the Flight Attendants. Matt noted that two of the three emergency telephones in the Employee Lot did not function. The Port of Oakland told Matt that the phones were serviced by an outside vendor. Addie Crisp asked if Southwest Airlines and Oakland Inflight Management were concerned about the safety of the Oakland Flight Attendants. "Are we going to wait until someone gets hurt before we fix it?" Cuyler Thompson asked if there had been a change to the way that Customer complaint letters were being handled. There seemed to be more documentation in Flight Attendants' files recently. He asked if this was considered discipline and if it was, could the Flight Attendant request to have the documentation removed. Sonya stated that there had been no change in procedure, just more documentation. Cuyler Thompson reported that Customer commendations should be handled the same way. Addie Crisp asked that Inflight Supervisors be mindful of time zones and report times when contacting Flight Attendants on their overnights. Sonya stated that she had informed Inflight Supervisors to pay attention to time zones and report times. She went on to say that if she receives a Customer Complaint Letter, she will contact the Flight Attendant to get their side of the story, and then document the conversation. Stacey Vavakas asked if we could get new jumpseats on the 737-300's which have been converted to Evolve interiors. John DiPippa asked if the lavatories could also be updated. Sonya Lacore stated that this was cost-prohibitive. Chris Sullivan asked if the Union could put out boxes in the Flight Attendant Lounges to collect supplies and donations to the Veteran's Committee. Sonya Lacore said yes. Audrey Stone thanked Sonya Lacore for donating the supplies for the SMT Dinner and the transportation to the Union Office for Southwest Airlines' newest Flight Attendants.*

The Inflight Management Representatives left the Meeting at 1104.

Renda Marsh entered the Meeting at 1111 to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1122 to discuss the merits of the Grievance.

Renda Marsh and the Grievant were excused at 1142.

Jimmy West made a **motion (8)** not to proceed on a Grievance. John Parrott **seconded** the motion. The motion **carried**.

The Executive Board participated in a team-building "working lunch" with the Local 556 Office Team at 1200 and reconvened at 1338.

Executive Board Members Audrey Stone, John Parrott, Cuyler Thompson, Brett Nevarez, Tina Coffee, Addie Crisp, Matt Hettich, John DiPippa, Chris Sullivan, Jimmy West, Donna Keith and Stacey Vavakas were present.

Valerie Boy, Todd Gage and Karen Amos were excused for personal reasons.

TWU Air Transport Division Director Garry Drummond was a guest at the Meeting.

Grievance Committee Chairpersons Lyn Montgomery and Becky Parker and Grievance Team Member Kristen Loucks were guests at the Meeting to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1356 to discuss the merits of a Grievance.

Kristen Loucks and the Grievant were excused at 1411.

Addie Crisp made a **motion (9)** to proceed on a Grievance. Stacey Vavakas **seconded** the motion. The motion **carried**.

Grievance Team Member Barbara Fitzhugh entered the Meeting at 1434 to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1441 to discuss the merits of a Grievance.

Barbara Fitzhugh and the Grievant were excused at 1506.

Addie Crisp made a **motion (10)** to proceed on a Grievance. John Parrott **seconded** the motion. The motion **carried**.

Grievance Team Member Beth Ross entered the Meeting at 1531 to discuss the merits of a Grievance.

Beth Ross was excused at 1533.

Addie Crisp made a **motion (11)** not to proceed on a Grievance. Tina Coffee **seconded** the motion. The motion **carried**.

The Executive Board took a break at 1538 and reconvened at 1552.

Executive Board Members Audrey Stone, John Parrott, Cuyler Thompson, Brett Nevarez, Tina Coffee, Addie Crisp, Matt Hettich, John DiPippa, Chris Sullivan, Jimmy West, Valerie Boy, Donna Keith and Stacey Vavakas were present.

Todd Gage and Karen Amos were excused for personal reasons.

TWU Air Transport Division Director Garry Drummond was a guest at the Meeting.

Grievance Committee Chairpersons Lyn Montgomery and Becky Parker were guests at the Meeting to discuss Grievances.

Valerie Boy made a **motion (12)** to approve the Grievance Review Committee's recommendation to proceed on two Grievances. Addie Crisp **seconded** the motion. The motion **carried**.

John DiPippa made a **motion (13)** to approve the Grievance Review Committee's recommendation to proceed on three Grievances. Cuyler Thompson **seconded** the motion. The motion **carried**.

John DiPippa made a **motion (14)** to approve the Grievance Review Committee's recommendation to not proceed on five Grievances. Stacey Vavakas **seconded** the motion. The motion **carried**.

Jimmy West made a **motion (15)** not to proceed on a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

Addie Crisp made a **motion (16)** not to proceed on a Grievance. Brett Nevarez **seconded** the motion. The motion **carried**.

Jimmy West made a **motion (17)** to proceed on a Grievance. Addie Crisp **seconded** the motion. The motion **carried**.

The Executive Board discussed the revised Letter of Understanding (LOU) between the Union and Southwest Airlines Management concerning the Flight Attendant Aviation Safety Action Program (ASAP) signed by former 1st Vice President Chris Click when he was the Local's Safety Committee Chairperson.

Brett Nevarez made a **motion (18)** to proceed on a Grievance. Valerie Boy **seconded** the motion. The motion **carried**.

Stacey Vavakas made a **motion (19)** to proceed on a Grievance. Addie Crisp **seconded** the motion. The motion **carried**.

Stacey Vavakas made a **motion (20)** to proceed on a Grievance. Valerie Boy **seconded** the motion. The motion **carried**.

Jimmy West made a **motion (21)** to proceed on a Grievance. John Parrott **seconded** the motion. The motion **carried**.

Audrey Stone submitted copies of a proposed Letter of Agreement regarding Inflight Supervisors transferring to Flight Attendant status for the Executive Board to review.

Brett Nevarez made a **motion (22)** to accept the Letter of Agreement as presented. 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
Cuyler Thompson	Nay
Brett Nevarez	Yea
Rob Riddell	Nay
Tina Coffee	Nay
Matt Hettich	Nay
Stacey Vavakas	Yea
Valerie Boy	Nay
Donna Keith	Nay
Jimmy West	Nay
Karen Amos	Excused
John DiPippa	Nay
Addie Crisp	Nay
Chris Sullivan	Nay

The motion **did not carry**.

Lyn Montgomery and Becky Parker were excused at 1718.

Jimmy West made a **motion (23)** to recess. Chris Sullivan **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
Cuyler Thompson	Nay
Brett Nevarez	Away
Rob Riddell	Nay
Tina Coffee	Nay
Matt Hettich	Nay
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Nay
Jimmy West	Yea
Karen Amos	Excused
John DiPippa	Nay
Addie Crisp	Nay
Chris Sullivan	Yea

The motion **did not carry**.

The Executive Board continued to review and make corrections and changes to the August 2013 Executive Board Meeting Minutes.

John Parrott made a **motion (24)** to recess. Donna Keith **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Cuyler Thompson	Nay
Brett Nevarez	Nay
Rob Riddell	Nay
Tina Coffee	Nay
Matt Hettich	Nay
Stacey Vavakas	Nay
Valerie Boy	Nay
Donna Keith	Yea
Jimmy West	Yea
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Nay
Chris Sullivan	Nay

The motion **did not carry**.

The Executive Board continued to review and make corrections and changes to the August 2013 Executive Board Meeting Minutes.

John Parrott made a **motion (25)** to recess. Donna Keith **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Yea
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried**.

Audrey Stone recessed the Meeting at 1758.

Thursday

October 17, 2013
Audrey Stone called the Meeting to order at 0834.

Executive Board Members Audrey Stone, John Parrott, Cuyler Thompson, Brett Nevarez, Tina Coffee, Addie Crisp, Matt Hettich, John DiPippa, Chris Sullivan, Jimmy West, Valerie Boy, Donna Keith and Stacey Vavakas were present.

Todd Gage and Karen Amos were excused for personal reasons.

Cuyler Thompson submitted the **Board of Election (BOE) Report** submitted by Board of Election Chairperson Susan Kern:

The TWU International Convention Delegate election was conducted in accordance with Department of Labor rules governing Officer Elections as required by the TWU International Constitution. Preparations began in May 2013 and the election concluded once the protest period ended on August 26, 2013. Out of 10,333 total eligible voters, 2,063 voted for an election participation rate of 19.97%. Further statistical information can be found in the charts at the end of this report. Nominations were taken at the June Membership Meetings, and certified nomination notices were mailed to 230 nominees. The original deadline to accept the nomination was noon Central on Monday, July 15. Unfortunately, the online fax service we were using for our candidate notifications went down for four hours the morning of July 15, rendering our candidates unable to respond via fax during the final four hours before the deadline. The BOE made the decision to extend the acceptance deadline by one day to Tuesday, July 16 at noon Central. An email was sent to all candidates who had not yet responded, as *well as notices placed on the TWU Website and Facebook page. Of those nominated, 125 responded for a total of 106 accepting the nomination to run for the nineteen delegate and three alternate positions. Four candidates withdrew from the election after accepting the nomination, resulting in a total of 102 names on the ballot. The BOE did a great deal of research to determine the eligibility of SMT graduates, and determined that those who graduated with the first two classes in 2012 were eligible to run in the election. A total of four nominees were deemed ineligible to run and received a letter informing them of their ineligibility. The actual voting period ran smoothly. The ballot was extensively tested prior to going live, and given the unusually large number of candidates it was determined that voting by phone could take a very long time. As a result, a great deal of emphasis was placed on using the online voting system by notifying all Shop Stewards and answering questions during the monthly Shop Steward phone call, posting notices on the TWU Website and Facebook page, sending an email to all Members with an email on file, and including the information on the voting poster placed in the lounges. Those efforts paid off; a total of 48 out of the 2063 who voted used the phone. There was one challenge lodged at the end of the election. After a thorough investigation, the BOE determined it did not impact the results of the election and the challenge was denied. This election cycle was a true collaboration, and the BOE greatly appreciates the support of the Executive Board in approving the usage of emails to emphasize the importance of online vs. phone voting, and Recording Secretary Cuyler Thompson's willingness to supervise all Union work performed by Erich Schwenk, who was also a candidate. Additionally I would like to acknowledge Will Browne and Lori Lochelt for their hard work. Both of them were very responsive whenever we had an issue to discuss. Will handled the BOE phones while I was out of the country for more than two weeks, and not only did Lori volunteer her time while out on medical leave, she filled in for me at the last minute when I came home sick from my honeymoon and was unable to travel for the nomination meetings in Houston, Orlando and Dallas. It was a very last minute change in the schedule, and her willingness to drop everything was greatly appreciated. Also, Erich Schwenk and Katie Dexter from Appletree Media were able to provide answers when Members expressed concerns about their abilities to receive emailed information.*

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

Audrey Stone reports that she has revamped the presentation being presented to new Flight Attendant's in training, which are currently our Special Merger Training (SMT) classes. She is focusing on work rules and contractual issues that they are not taught in training, and having an open Q and A session during the Union's time slot. She has also worked with our Education Committee Chair Matt Hettich on the proposed New Hire/SMT guidebook, which will be completed soon. After securing the approval from the Vice President Cabin Services Mike Hafner for TWU Local 556 to bring back the New Hire/SMT dinners, to be hosted at the Local 556 Office, Audrey and 1st Vice President Todd Gage then worked to coordinate this with the Training Department. This proved to be challenging and it took a meeting, multiple emails, and phone calls to set this up. TWU Local 556 hosted the first dinner under this model on October 1 and received positive feedback from the SMT Flight Attendants in attendance. Audrey would like to thank Senior Director Base Operations Sonya Lacore and the Provisioning Department for donating beverages for these dinners. The next two dinners will be during the Executive Board week for October and November. Audrey has also coordinated with other full time Officers for a backup plan to ensure someone is at New Hire and SMT graduations, with the next graduation occurring this Friday, October 18, 2013.

There was discussion regarding the fact that several elected Shop Stewards had been in attendance at the most recent SMT graduation but had failed to identify themselves when asked by Inflight Training Leaders to do so. The Shop Stewards had then publicly chided Local 556 Leadership for not attending the graduation.

Audrey Stone submitted several pieces of correspondence for Executive Board Members to review.

There was discussion regarding the new TWU International Leadership's plans to reign in the costs of administering the International Union, including the recent staffing changes at the TWU Air Transport Division's offices.

Valerie Boy submitted the **Houston Base Report**:

> *Valerie attended TWU International Convention with the Executive Board and elected Delegates. Valerie reports meetings in Houston have generally been in reference to Passenger Complaint Letters, Delays of Flights, Phase One and Two Attendance Meetings. The Base reports almost 400 Houston Flight Attendants have not scanned their passports into the Southwest system. Supervisors will be reaching out to remind Flight Attendants to get their passports and get them scanned by Inflight Supervisors before December 31, 2013 to avoid flying illegalities. Valerie met with Shriners Hospitals for Children to discuss a local charity/fundraising event in coming months. Valerie attended official ground breaking event for Hobby International Terminal Project and thanks Houston Members for their time and effort in making this project possible. Valerie updated the glass case, straightened the red rack and distributed Union publications. Valerie reminds Houston Members that Unity Updates are going electronic and suggests making sure correct email information is on file at www.twu556.org. Valerie remains available to Members via text, phone calls and/or email.*

The Executive Board discussed the TWU's Agency Fee Policy.

Executive Board Members Audrey Stone, John Parrott, Cuyler Thompson, Brett Nevarez, Tina Coffee, Addie Crisp, Matt Hettich, John DiPippa, Chris Sullivan, Jimmy West, Valerie Boy, Donna Keith and Stacey Vavakas were present.

Todd Gage and Karen Amos were excused for personal reasons.

Valerie Boy discussed changing the Union's official charity from Toys for Tots to something else. The Executive Board **agreed** to continue supporting Toys for Tots drives in the Flight Attendant Lounges. Valerie **agreed** to communicate more information to the Domicile Executive Board Members regarding a Superbowl charity campaign.

The Executive Board discussed the fact that Stacy Martin, Jerry Lindemann and Chris Click had not reimbursed the Union for the expenses incurred during their suspension from office as requested by the Executive Board.

Flight Attendant Drug and Alcohol Program (FADAP) Liaison Brett Nevarez submitted a training proposal from FADAP Committee Chairpersons Amy Peters and Natalie Salser.

Matt Hettich made a **motion (26)** to approve the FADAP training request as presented by the FADAP Committee Chairpersons. Stacey Vavakas **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
Cuyler Thompson	Yea
Brett Nevarez	Yea

Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Yea
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried**.

The Executive Board discussed the fact that the Southwest Airlines Pilots Association (SWAPA) had recently invited the Union Leaders from the Aircraft Mechanics Fraternal Association (AMFA), representing the Mechanics and Appearance Technicians at Southwest Airlines, to participate in a Negotiating Team Summit. SWAPA's invitation violated a long-standing past practice that prohibited AMFA from attending these Labor Summits due to their history of raiding other Unions. The Executive Board **agreed** to abide by the past practice and not attend any meetings or summits at which AMFA would be in attendance.

The Executive Board discussed a previous proposal to purchase duct tape for use on condiment cups in the galleys aboard Southwest Airlines aircraft. The Executive Board **agreed** not to purchase the duct tape for this purpose.

Tina Coffee requested that business cards be provided for a Local 556 Member. The Executive Board **agreed** not to purchase the business cards.

Rob Riddell discussed the price of the hotels utilized by Executive Board Members when in town for Union business and ways to cut down on travel costs. The Executive Board discussed rental cars and gas reimbursement.

The Executive Board discussed Negotiating Team expenses.

The Executive Board went to lunch at 1220 and reconvened at 1345.

Executive Board Members Audrey Stone, John Parrott, Cuyler Thompson, Brett Nevarez, Tina Coffee, Addie Crisp, Matt Hettich, John DiPippa, Chris Sullivan, Jimmy West, Valerie Boy, Donna Keith and Stacey Vavakas were present.

Todd Gage and Karen Amos were excused for personal reasons.

The Executive Board **agreed** to establish a Movember Team for TWU Local 556, under the Southwest Airlines Movember Network. The Executive Board **agreed** that Chris Sullivan would be the Team Captain.

The Executive Board **agreed** that Strategic Planning for the 2013-2014 year would begin at 0830 on Monday, November 11. The Executive Board **agreed** to travel to Dallas on Sunday and leave after the November 2013 Executive Board Meeting adjourned on Thursday November 14, 2013.

John Parrott submitted the September 2013 Financial Report for review.

The Executive Board discussed the Financial Report.

Rob Riddell **agreed** to contact Shop Steward Sonia Hall regarding the monies that she owed to Local 556 and report his findings to the Executive Board.

John DiPippa made a **motion (27)** to approve the September 2013 Financial Report. Jimmy West **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Yea
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried**.

John Parrott submitted copies of information necessary to open discussions regarding the 2013-2014 TWU Local 556 Operating Budget. There was discussion.

Cuyler Thompson made a **motion (28)** to table the TWU Local 556 Budgetary Discussions until after November's Strategic Planning Session. Stacey Vavakas **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
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Yea
Karen Amos	Excused

John DiPippa	Away
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried**.

Brett Nevarez reported to the Executive Board that in an effort to reduce costs for the Union and due to the nature of the ongoing Contract Negotiations, Members of the Local 556 Negotiating Team would be flying one pairing each month, unless needed at the Union Office. He explained that there would always be at least one Member of the Negotiating Team available to our Members and in the Union Office.

Chris Sullivan made a **motion (29)** that only TWU Local 556 elected or appointed Shop Stewards and Union Officers may represent Flight Attendants on behalf of the Union for meetings with Management on a Base level. Stacey Vavakas **seconded** the motion. There was discussion.

Matt Hettich made a **motion (30)** to postpone indefinitely the consideration of the motion on the floor. Cuyler Thompson **seconded** the motion. There was discussion.

Cuyler Thompson made a **motion (31)** calling for the question. Brett Nevarez **seconded** the motion. The Executive Board voted by roll call on the motion on the floor, calling for the question:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Yea
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Nay
Chris Sullivan	Yea

The motion **carried.**

The Executive Board voted by roll call on the **motion (30)** on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Yea
Tina Coffee	Nay

Matt Hettich	Yea
Stacey Vavakas	Nay
Valerie Boy	Nay
Donna Keith	Yea
Jimmy West	Nay
Karen Amos	Excused
John DiPippa	Nay
Addie Crisp	Yea
Chris Sullivan	Nay

The motion **carried.**

Consideration of the motion on the floor was postponed indefinitely.

Jimmy West requested to be excused from the remainder of the Meeting in order to catch a flight home.

John Parrott made a **motion (32)** excuse Jimmy West from the remainder of the Meeting in order to catch a flight home. Chris Sullivan **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
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Away
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Yea
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried.**

Cuyler Thompson **submitted** the August 2013 Executive Board Meeting Minutes and Synopsis for review.

The Executive Board made corrections and changes to the Minutes and Synopsis.

Brett Nevarez made a **motion (33)** to approve the August 2013 Executive Board Meeting Minutes as amended. 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

Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Excused
Karen Amos	Excused
John DiPippa	Nay
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried.**

Brett Nevarez made a **motion (34)** to approve the August 2013 Executive Board Meeting Synopsis as amended. John Parrott **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Excused
Karen Amos	Excused
John DiPippa	Nay
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried.**

Cuyler Thompson submitted the **Voting Records and Tallies of the May, July and August 2013 Executive Board Meetings**. The Executive Board made corrections and changes to these documents.

Brett Nevarez made a **motion (35)** to approve the Voting Record and Tally of the May 2013 Executive Board Meeting. Matt Hettich **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Cuyler Thompson	Yea

Brett Nevarez	Yea
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Excused
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried.**

Brett Nevarez made a **motion (36)** to approve the Voting Record and Tally of the August 2013 Executive Board Meeting. Matt Hettich **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Chair
Todd Gage	Excused
John Parrott	Yea
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Excused
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried.**

Brett Nevarez made a **motion (37)** to approve the Voting Record and Tally of the July 2013 Executive Board Meeting. Addie Crisp **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
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea

Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Excused
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried.**

Brett Nevarez made a **motion (38)** to approve the Voting Record and Tally of the August 2013 Executive Board Meeting. Tina Coffee **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
Cuyler Thompson	Yea
Brett Nevarez	Yea
Rob Riddell	Yea
Tina Coffee	Yea
Matt Hettich	Yea
Stacey Vavakas	Yea
Valerie Boy	Yea
Donna Keith	Yea
Jimmy West	Excused
Karen Amos	Excused
John DiPippa	Yea
Addie Crisp	Yea
Chris Sullivan	Yea

The motion **carried.**

Audrey Stone adjourned the October 2013 Executive Board Meeting at 1639.

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

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Cuyler Thompson
TWU Local 556 Recording Secretary