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

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**Executive Board Meeting**
**July 15th, 16th & 17th, 2009**
**Synopsis**

## *Wednesday*

**July 15th, 2009**
Thom McDaniel called the Meeting to order at 0830.

TWU Local 556 Executive Board Members present were Thom McDaniel, Michael Massoni, Stacy Martin, John Parrott, Cuyler Thompson, Mark Torrez, Colleen Griffin, Audrey Stone, Crystal Rains, Bryan Orozco, Karen Amos, Jimmy West, John DiPippa, Todd Gage and Donna Keith.

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

The Board recited the **Pledge of Allegiance**.

Donna Keith read aloud the **TWU International Membership Pledge**.

Audrey Stone and Cuyler Thompson were asked to excuse themselves from the Meeting at 0834 so that the Executive Board could discuss charges brought against them by a Member of the Local.

Crystal Rains recorded the Minutes of the Meeting.

Thom read and distributed charges brought forth against two Executive Board Members by Chris Click.

Thom read and distributed Constitutional Bylaw Article XIX.

Thom asked if everyone understood charges and gave an account of the events and background leading up to the event.

There was discussion about charges.

A vote was taken on the charges.

Article XIX Section 3 Cuyler Thompson

| | | |
|---|---|---|
| A | Vote | 11 no - 0 yes |
| B | Vote | 12 no - 0 yes |

| | | |
|---|---|---|
| C | Vote | 9 yes - 3 no |
| D | Vote | 4 yes - 8 no |

There was further discussion on the charges.

Michael Massoni made a **motion** to reconsider the previous vote. Mark Torrez **seconded** the motion. The motion **carried**.

Michael Massoni made a **motion** to revote. Donna Keith **seconded** the motion. The motion **carried**.

Article XIX Section 3 Cuyler Thompson

| | | |
|---|---|---|
| A | Vote | 1 yes - 11 no |
| B | Vote | 0 yes - 12 no |
| C | Vote | 8 yes - 2 no |
| D | Vote | 8 yes - 3 no |

Article XIX Section 3 Audrey Stone

| | | |
|---|---|---|
| A | Vote | 1 yes - 11 no |
| B | Vote | 0 yes - 12 no |
| C | Vote | 8 yes - 2 no |
| D | Vote | 8 yes - 3 no |

The Executive Board found that the charges are not proper according to the Constitution and Thom will communicate the decision to the Executive Board Members and Member that his charges are not proper.

The Board took a break at 0934 and reconvened at 0953.

Executive Board Members present were Thom McDaniel, Michael Massoni, Stacy Martin, John Parrott, Cuyler Thompson, Mark Torrez, Colleen Griffin, Audrey Stone, Crystal Rains, Bryan Orozco, Karen Amos, Jimmy West, John DiPippa, Todd Gage and Donna Keith.

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

The Board reviewed a document submitted by Michael Massoni and John Parrott, detailing the standards, vetting, and selection process, which led to their recommendation that the Executive Board appoint Allyson Parker-Lauck to the position of Local Grievance Chair and Denny Sebesta as the Board of Adjustment (BOA)/Arbitration Coordinator.

The Board reviewed a document submitted by Michael Massoni and John Parrott, which detailed a plan to incorporate some ten-hour workdays (four-day workweeks) into the Local's Grievance Team/Office Staff shifts.

There was discussion regarding the recommendations of John Parrott and Michael Massoni.

Mark Torrez made a **motion** to approve the recommendation of Allyson Parker-Lauck as Grievance Chair and Denny Sebesta as BOA/Arbitration Specialist. John DiPippa **seconded** the motion. The motion **carried**.

Michael Massoni made a **motion** to approve John Parrott's and Michael Massoni's 4x10 proposal of office operations. Mark Torrez **seconded** the motion. The motion **carried**.

There was discussion regarding the importance of Confidentiality and Executive Board Members' access to the restricted CWA Screens of our Members.

Karen Amos was excused to accept a phone call from Brendan Conlon at 1026.

Thom McDaniel submitted the **President's Report**:

> *Thom McDaniel reported that since the last Executive Board Meeting, he had completed the second round of Membership Meetings in HOU, LAS, OAK, and PHX. He will be scheduling the third Membership Meetings in October. Thom represented TWU Local 556 at the TWU International Executive Council Meeting in Las Vegas June 22-25th at the Rio Hotel. In addition to general business, there was significant discussion regarding the upcoming Constitutional Convention to be held September 13-18. In addition to other Convention business, there will also be educational sessions for the delegates. The Negotiating Team has returned to the line effective July 1st. All Negotiating Team Members will maintain the NT email addresses and have volunteered to remain available for Contract issues that may arise. In addition, Denny Sebesta is continuing to work in the Union Office assisting in Grievance and Contract issues for the present. Don Shipman will serve as a liaison with the Southwest Airlines Technology Team for implementation purposes and will consult with the Executive Board on any issues that arise. The official Contract Signing will take place on July 27th, 2009 at Southwest Airlines Headquarters. Thom noted that the delay in the signing was due to trying to coordinate multiple schedules. Following the Contract signing, there will be a celebratory dinner at Bugatti's Restaurant. The Contract will be printed by Southwest Airlines following the signing. The Contract will contain frequently asked questions to help Members become familiar with the changes in the Contract in layman's terms. The Union will also be printing a resource guide for our Members after the Contract is printed. Thom thanked Audrey and other Board Members for their help in the FAQ's and the Resource Guide she is working on. Thom has continued working with the Grievance and BOA/Arbitration Teams and will be participating as an observer and witness in some upcoming cases. Thom reported that Management had accepted Union Arbitrator choice Susan Meredith, but had taken the unprecedented step of removing the other Union choice from the list before he even heard a case. Thom and Allyson are consulting Mark Richard for a new Union choice. Thom has also continued working with the Legislative Awareness Teams on the Employee Free Choice Act that is currently being worked on in Washington D.C. This is the top priority for organized Labor and Thom encouraged all Executive Board Members to remind our Members to contact their Congressional Representatives in favor of giving Workers the rights to join Unions and negotiate contracts. Thom was scheduled to attend the very first Texas State Conference dealing with state legislative issues on July 8th, but was in Jury Duty. Thom thanked Susan Kern for stepping in for him in that capacity. The Conference was organized by Gwen Dunivent and according to all reports, the Conference was a great success and Thom looks forward to actively participating in the future. Thom notified the Executive Board about the rampant rumor that SWA is furloughing Flight Attendants. Thom has verified with Management and there have been NO discussions regarding furloughing Flight Attendants at this time.*

Stacy Martin presented the **Office Manager's Report**. There was no written report submitted.

Karen Amos returned to the Meeting at 1034.

Colleen Griffin left the Meeting at 1043.

John DiPippa left the Meeting at 1044.

Colleen Griffin returned to the Meeting at 1051.

John DiPippa returned to the Meeting at 1053.

Michael Massoni left the Meeting at 1053.

Stacy Martin left the Meeting at 1054.

Colleen Griffin submitted her **Officer's Report as Board Member at Large**:

> *In an email to the Executive Board on June 19th, Colleen restated the offer she made at the June Board Meeting to assist and support DEBMs with their system-wide Lounge Mobs, Membership Meetings, etc. June 18-23rd, Colleen interviewed Flight Attendants in person (for 9 hours @ MDW on the 19th) and via telephone, text and email for the article she agreed to write for UNITY Magazine. Colleen asked Flight Attendants, "How may the Union better serve you?" Colleen also inquired about the methods and the frequency that Flight Attendants choose to communicate and connect with the Union. Colleen incorporated the Flight Attendants uncensored responses into the article. The Flight Attendant feedback Colleen received during her research may also prove helpful when Colleen and Mark Torrez formulate questions for the upcoming Membership Survey. On June 23rd, Colleen sent Kyle Whiteley the article she wrote for the next UNITY publication. Colleen spent over 15 hours researching and writing said article. On June 24th, Kyle informed Colleen via email that he received her submission and that it wasn't really what they had talked about. Kyle added that he thought he could "massage" it to make it work. Colleen replied that her sketchy memory of the discussion about the article might be the result of low blood-sugar brought on by a super-long, lunch-free Board Meeting on Thursday. On June 30th, Kyle informed Colleen via telephone that he would not publish the article she submitted for UNITY because she did not ask Members to write letters specifically to the Editor and that he did not agree with some of the statements in the article. Colleen made a note to self that she would clarify writing subject matter and parameters of any future writing for UNITY. On June 25th, Colleen attended and participated in the OAK Membership Meeting. On Sunday, July 12th, 2009, Colleen was finally able to successfully access Laborforce and research grievance #19-0024 for the letter to the Membership she agreed to write at the June Boards. Colleen could not find some of the information and charts from the Company referenced in the grievance notes so she sent an email to John Parrott and Kathy Anderson (persons associated with this case) inquiring about said information. John responded that the info should be in the files. Kathy responded on July 13th that they already have a letter to the Membership ready for approval. Allyson sent Colleen an email clarifying that Colleen is to write an article for Unity about this case and not a letter to the Membership. Colleen needs to take better notes and get assignments in writing! July 13th-14th, Colleen attended and participated in the Shop Steward Training in Dallas.*

Mark Torrez presented his **Officer's Report as Board Member at Large**. There was no written report submitted.

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

> *John updated the Board that PHX has been very quiet as far as Fact Finding Meetings go. John purchased gift cards from Starbucks for Shop Stewards and Base Representatives who didn't seek an additional term of Union service. He bought gift cards for Richard Locher, Mike Foley, Lisa Vallet, and Michael Broadhead. John wanted to welcome all of the new and returning Shop Stewards that were elected in the June Membership Meetings. The 2009-2012 PHX Shop Stewards are: Mark Savage,*

*Louie Sibaja, Della Saucier, Nancy Kallas, George LaMonda, Anne Barnes, Kathleen Gregory, Tim Blore, Sonia Hall, and Darryl Daoang. John updated the Board that there is no new news about the status of the 42nd Street Employee Parking Lot. John informed the Board that the July 6th Retro Day Lounge Mob performed by Shop Steward Della Saucier went extremely well and the June 27th Lounge Mob performed by Shop Steward Louie Sibaja also went well. John also took all of the new PHX Shop Stewards out to dinner while they were in Dallas for Shop Steward Training. John notified the Board that Inflight Supervisor Arnie Cogan is not feeling well and was briefly hospitalized. After Arnie got out of the hospital, John had the Union Office send flowers and a get well card to his residence. On a different note, one of the most common questions that John has been asked was, "When are the printed copies of the Contract coming out?" John has informed the base that it will be in August and in the meantime, thanks to the wonderful idea from DAL DEBM Karen Amos, John has placed all of the hard copies of the pre-ratification TA in the Union Red Rack and recently noticed that there is probably about 15 left out of the 200 or so the base received. John has also sent Thank You cards to all of the CAT members for their help in the Contract '08 Campaign and has updated his base page with a link to local labor events. John's glass case and red rack are up to date and he is going to have PHX Shop Steward Mark Savage give the glass case a new look by having bigger pictures of all of the Shop Stewards in the glass case. Finally, John has contacted all of his Shop Stewards either via email or in person to inquire if anything new is going on or if they have any concerns that need to be addressed about Base Management or anything else going on in the base.*

Stacy Martin returned to the Meeting at 1101.

Audrey Stone submitted the **Baltimore Domicile Report,** which included a report from her designee to the Metropolitan Baltimore Council AFL-CIO, Baltimore Shop Steward Steven Romero:

*We have had many Fact Finding meetings in Baltimore since last month, but most resulted in either counseling or a warning. UM issues continue to be a problem addressed in these meetings. One meeting resulted as a termination due to "refusal to fly." We have one new Supervisor, Tina Tess, joining the base this month. She has had a long career at SWA, including as a Flight Attendant. Audrey Stone conducted the system wide lounge mobilization on July 6th to celebrate Retro Check Day and answer questions about the new Contract. She also met with Jamie Willard to discuss activity in the base. Jamie reported that the wall is now being put up to block off the second half of the "B" gates, with a one being used for aircraft maintenance. Audrey Stone's designee for the Metropolitan Baltimore Council AFL-CIO, Steven Romero, attended the meeting on June 18th and reported: Meeting began at 7:00 pm. The names of union locals in attendance were made (without the added benefit of the delegate's name.) Those required to "obligate" were then sworn in by the President. A motion to approve the previous meeting's minutes was made and approved. President E. Grecco will represent the MBLC at the AFL-CIO's National conference September. As John J. Sweeney (current President of the AFL-CIO) has decided not to seek another term; MBLC President Grecco with the Executive Board encouraged members to move that the MBLC be the first labor council to endorse Richard L. Trumka (current Secretary-Treasurer of the AFL-CIO) as the next President of the AFL-CIO. It was approved. Several important flyers calling for future participation from local unions' members were provided and discussed.*

1. *There will be a **Health Care for America Now Rally and Lobby Day** on Capitol Hill. Thursday, June 25th, 2009 from 11am to 5pm. RSVP to: Baltimore Central Labor Council (410) 242-1300 or adminclc@verizon.net*
2. ***AFL-CIO Night at Camden Yards** for $5 per person. Friday, June 26 at 7:05pm. Contact: Dan Stahl, Baltimore Orioles, (410) 547-6239 or dstahl@orioles.com*

3. ***Rally against Wells Fargo's*** *Discriminatory Lending Practices and Destruction of Jobs. Tuesday, June 23rd @ 4pm, 7 St. Paul St, Baltimore, MD*
4. ***Attend the Maryland State Fair and attend the AFL-CIO at the Races**. Friday, August 28th from noon to closing and Saturday, August 29th respectively. For tickets contact Bea Harris (410) 242-1300 or Diane Luthardt (410) 247-4898.*
5. ***Cure CVS Now!** Tuesday, June 23rd @ noon. CVS Pharmacy, 5707 Harford Road, Baltimore. Contact Gary Gatewood with UFCW at (410) 337-2700 or Hevily Espinosa at (414) 675-0896*
6. ***Show of Support Rally** for the Baltimore County Federation of Public Employees Local 4883 on Monday, August 3, Baltimore County Office Building, South Entrance, Towson, Maryland @ 6pm.*

*As three of the MBLC members are in the Leadership Institute, they have been tasked with forming new programs at the local labor council level. One such new initiative will be to form a **Young Trade Unionist campaign**. Its purpose will be to provide younger people with information about and experience in local labor councils. The MBLC's ending balance for May was $76751.98. They can take food donations! The Meeting ended at 8:03pm followed by a social. Audrey Stone attended Arbitration Preparation and Presentation Level 1 at the National Labor College in Silver Spring, MD from June 21st -26th . She will be 2nd Chair and 3rd Chair for two Board of Adjustments scheduled for July 31st and August 5th. The BWI base page was updated on June 30th, and the e-Connection was sent out on July 1st. All Shop Stewards have been contacted, and 19 of 24 attended the training in Dallas on July 13th & 14th. They were excited, and complimented a great training session. Audrey will be training the new Shop Steward who was unable to attend (the others not attending were returning Shop Stewards). Publications have been distributed, as well as Thank You cards to CAT Members. The glass case will be updated following Executive Boards with our Boston Baked Bean counting contest.*

Michael Massoni returned to the Meeting at 1109.

Crystal Rains submitted the **Houston Domicile Report**:

*Crystal began her report by saying Congratulations to the newly elected Shop Stewards in HOU. The HOU Shop Stewards are Crystal Rains; Michael McNeil; Jannah Dalak; Jill van der Werff; Kelley Martin; David Kirtley; Phil Vaughn; Javi Garcia; David Jackson; Jessica Parker; Valerie Boy; Stephanie Tillman; David Clouse; Jamie Lynch; Chey Clark; Latonia Benoit-Paul; Teri Queen; Keith Gordin; and Chad Knesek. The Membership meeting was held on June 19th in HOU. Crystal informed the Board that she attended the National Labor College Arbitration Prep and Presentation Level One class on June 21st-26th and she thanks the Board for the opportunity to attend this class. Crystal found the class extremely time intensive which allowed it to be overwhelmingly beneficial and informative in learning about the arbitration process; a process in which Crystal plans to be involved in for our Local. Crystal notified the Board that the Retro Check List Lounge Mob held on July 6th was a huge success. The HOU Flight Attendants continue thank the EB and NT for the hard work on a "great" contract. Crystal met with Kevin Clark on July 1st regarding any changes in the HOU base. She informed the Board that construction on the central concourse in HOU will be expanding soon which will narrow the lines for security therefore making security lines longer. Kevin confirmed that HOU will be getting a Buffalo Wild Wing restaurant in the next coming weeks. Crystal addressed with Kevin her concerns about HOU Supervisors calling Flight Attendants via telephone under the guise of 'just wanted to ask a few questions'. Crystal informed the Board that many times the Supervisors are telling the Flight Attendant when asked that they do not need Union representation since it is not considered a 'discipline' issue. Crystal went on to say that several Fact Finding meetings have been held in the HOU base, much* *more than in recent past months. The meetings have resulted in several counseling conversations, letters of counsel as well as two terminations. Crystal states that she communicated with the HOU Shop Stewards most recently on July 14th, 2009. Similarly on July 15th she sent out the HOU e-Connection and updated the HOU base page. The red rack was updated on July 1st, 2009. Crystal distributed the "thank you" notes from the EB and NT to the CAT member's boxes. No publications needed to be distributed.*

Karen Amos submitted the **Dallas Domicile Report**:

*Karen attended the National Labor College for an Arbitration Preparation and Presentation Level One course. The course was very interesting and the material covered was fantastic. The hands on/presentation portion further develops ones skill in almost all areas of Union work. On July the 6th all the bases held a system wide lounge mobilization to coordinate with the direct deposit of the Flight Attendants receiving their retro checks. It was a great success and everyone seemed to appreciate having a Union Representative in the lounge to answer their questions. The main subjects of the questions were retro check amount verification, contract implementation dates and when the contracts will be issued. Three fact finding meetings were held in Dallas for a delay of flight. Stacy Martin attended the meetings as Karen was in a Scheduling Committee Meeting. The incident involved Ops writing a delay of flight on the Flight Attendant's and this was found to be incorrect information and therefore no discipline was issued. Two fact finding meetings were held regarding a Unaccompanied Minors and exchange of custody. One resulted in no issuance of discipline and the outcome of the second meeting is still pending. Shop Steward training was held on July 13th and 14th. The Dallas group of Stewards is comprised of many talented Members. The training was a success and it was a great opportunity for Members that have made a voluntary choice to serve the Membership to meet and get acquainted with each other. Cuyler and Susan did a fantastic job of putting the training together. The thank you cards for the CAT Members from the Negotiating Team and the Executive Board were distributed. Karen purchased Starbucks cards for the Flight Attendants that served on the Contract Education Team as a token of appreciation for their service. The Shop Stewards will be contacted in the next few days once an updated list is completed. The red rack and Union glass case have been updated. All Union publications have been distributed.*

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

*Jimmy reported that he has only had one Fact Finding meeting in the past month which resulted in no discipline. Jimmy reported the MCO July 6th Retro Check List Day went very well. Jimmy also reported that the majority of the questions he still receives is regarding the PIN. Jimmy also reported that since the retro checks came out, he has had several phone calls from Flight Attendants upset that their check did not have the number of hours included for them to see. Jimmy reported that In-Flight supervisor Dena Hoyt is our new RT Jeff Simpson is our new MCO Assistant Base Manager although Jimmy has not worked with him yet. Jimmy reported that in September, JetBlue Airways is moving to Terminal 1 and we will have the entire terminal we are currently in. Jimmy reported that at this time Southwest Airlines is not planning on acquiring any new gates, we will have the option for them at a later date. Jimmy reported that the glass case and the red rack are up to date, all publications have been distributed and the MCO base page will be updated after Jimmy returns to MCO as he wanted to get some information on Hurricane preparedness.*

Todd Gage submitted the **Oakland Domicile Report**:

*Todd reports that on Wednesday June 24th and Monday July 6th, he conducted lounge mobilizations. He showed many members how to use the automated PIN, update the Flight Status Notification, and forward their Company email. He answered many questions about Contract 08. Majority of the OAK Members were very appreciative of Contract 08 and thanked the Union for its hard work. Todd attended the 2nd Quarter Membership meeting on June 25th. Many OAK members were nominated for the BOE and as delegates for the upcoming TWU International Convention. On July 16th Shop Steward Don Silva will be attending the TWU California State Conference on Todd's behalf. Shop Steward and Local Delegate Heather Joy attended the Alameda Local Labor Council meeting. She signed up to volunteer for the upcoming Labor Day picnic (Todd will later be asking the board for a donation for this picnic which goes towards the Alameda Labor Council Hardship Fund). Heather also reported that Local 556 was the only Local where its Members were not being furloughed or losing pay. Todd sent out the e-Connection on July 2nd. The OAK base page and Red Rack were updated. The glass case will be updated next month promoting Fly Girl in BOS. Todd met with the Base Manager to discuss issues in the base. Todd met with the new Shop Stewards and congratulated them via the base page. Todd attended the Shop Steward training in Dallas on June 13th and 14th with the newly elected Shop Stewards. One Step Two meeting was conducted in regards to an FTR after an MBL. All publications have been distributed. This concludes Todd's report*

Donna Keith submitted the **Chicago Domicile Report**:

*Donna states that the TWU 556 Retro Check List Lounge Mobilization on July 6th in Chicago was well received with a lot of Flight Attendant participation. There were many questions concerning the new Contract with which she was able to assist the Flight Attendants with. Donna would like to congratulate and welcome returning and new Chicago Shop Stewards elected in the June Membership Meeting and thank them for their willingness to be advocates for our Membership. Donna updated the glass case and the red rack, sent out the MDW e-Connection and updated the Base Page. Thank you cards for CAT Members were distributed. The glass case will be updated with the Boston Bake Bean presentation after July Boards. The Unaccompanied Minor procedural issues still continue with Fact Finding meetings ensuing as well as Fact Finding meetings for other issues and Step Two meeting was conducted. Donna met with Dave Kissman regarding interaction between Chicago Supervisors and Chicago Flight Attendants, which was well received by Dave Kissman with solutions offered. Donna also met with new Chicago Assistant Base Manager Jim Mitchell to welcome him to the base.*

There was discussion regarding the fact that in lieu of a *Roll Call*, Domicile Executive Board Members were supposed to include the following items in their monthly Domicile Reports to the Executive Board:

1. Dates of the two monthly Lounge Mobs;
2. Whether or not the base webpage had been updated;
3. If they had contacted each of their Shop Stewards;
4. If publications had been distributed;
5. If e-Connection had been sent;
6. Glass case update.

Audrey Stone reminded everyone that Kyle Whiteley, the Local 556 Webmaster, had requested that Domicile Executive Board Members place a date on their Base webpages indicating when they were last updated.

Thom McDaniel reported that during the most recent Membership Meeting, Board of Election Member Jannah Dalak had commented on the content of a Base Report as it appeared in the Executive Board Meeting Synopsis. Thom noted that Executive Board Members should be mindful of what is contained in their written reports to the Executive Board.

Thom McDaniel presented the **COPE Team Report**. There was no written report submitted.

Cuyler Thompson submitted the **CISM Committee Report** for Chair Eileen Rodriguez:

> *CISM had a total of 27 calls into our hotline. This is significantly less than any other month in the past two years. I do not believe we are being notified on every incident that we should be. We got several calls in June from Flight Attendants wondering why we did not contact them. This causes the pager wearer to do a lot of unnecessary back tracking in order to help our peers. I am working on some ideas to fix this issue but may need some help from TWU.*
>
> *Here is a breakdown of the calls:*
> *A/C Incident- 2*
> *A/C Mechanical-2*
> *Assault on Employee- 1*
> *Depressurization-2*
> *F/A Illness on RON-1*
> *F/A Personal issue-1*
> *Injury- 1*
> *Jump seat Intervention-1*
> *Medical Emergency-10*
> *Other-1*
> *RON Incident-1*
> *Suicide Attempted-1*
> *Turbulence-3*
>
> *I will be participating in the SWA corporate drill on July 30th in DAL. I am bringing ten Team Members in to assist. I have also been conducting quarterly drills with the Team to ensure we are prepared for an accident. I spoke with Mark Torrez last month briefly concerning my cell phone. I need to upgrade my Blackberry to a current model. I do most all of my communication with my Team via email because we are all so spread out. I am requesting that TWU pay for a portion of a replacement phone for me. This can be taken from my 2009 Budget. I am working with Cuyler on a time that I can come sit in a meeting, hopefully in August! Thank you all of you for your support of CISM.*

Stacy Martin was excused to participate on a conference call at 1130.

Michael Massoni submitted the **Safety Committee Report**:

> *Currently the Safety Team has the following open and/or resolved action items:*
> *Aviation Safety & Health Data Base (ASHDI) – Reports Under Review = 3:*

| *Report* | *Acceptance Deadline* | |
|---|---|---|
| *ASHDI 1670 (AIR QUALITY INCLUDING TEMPERATURE)* | *Fri* | *6/19/2009* |
| *ASHDI 1681 (AIR QUALITY INCLUDING TEMPERATURE)* | *Thu* | *9/24/2009* |
| *ASHDI 1682 (AIR QUALITY INCLUDING TEMPERATURE)* | *Thu* | *9/24/2009* |

> *ASHDI Incident Reports received to date:*
> *All Sponsor Unions / TWU = 3399+ / 248*
> *Accepted Reports to date (TWU) =167*
> *Southwest Airlines Event Notification System (ENS)*
> *Fielded Events for Period:*

| | |
|---|---|
| *06/11/09 through 07/13/09* | *= 107* |
| *Emergencies Declared* | *= 14* |
| *ALL OF 2009 to Date* | *= 815* |
| *ALL OF 2008* | *= 940* |
| *ALL OF 2007* | *= 940* |

*On Tuesday June 30th, 2009 TWU 556 1st Vice President and National Safety/Security Coordinator Michael Massoni and TWU 556 Treasurer John Parrott met with Mike Van De Ven, Daryl Kraus, Greg Crum and Mike Hafner to discuss regulatory interpretations of what may or may not be placed in seat back pockets. After careful consideration, it was decided that further clarity in manual language and guidance to the Flight Attendant group was required on the matter. The Union and Company agreed to work jointly on the manual and guidance changes in order to better ensure consistently sound compliance with the applicable FAA regulations and guidance materials concerning this issue. Southwest Airlines is in the process of converting its Emergency Response automated notification system from Dialogic to Varolii. Varolii will attempt to notify a person by using all contact methods including cell phone, office number, home number and e-mail address. Tests of the new system will be conducted multiple times, usually monthly. The next such test will be Thursday, July 16th at 1000AM CDT. All primary and secondary accident and incident respondents should be prepared to react during these tests. The Emergency Response Notification User Procedures Guide is attached for those individual Board Members who may need to act in response to these tests. The TWU International Health and Safety Task Force (ISTF) of which TWU 556 1st Vice President and National Safety/Security Coordinator, Michael Massoni is a Member, prepared its draft of the "Report to the International President" for submission to the International Convention Program in September. A confidential copy of the draft submission is attached to this report as an Executive Board preview. The Emergency Response Department is conducting a Family Assistance Exercise on July 30th, 2009. This exercise will be very different than what has been planned in the past. The focus will only be on Family Assistance (which will include assistance to the Families of the Accident Crew). We have been coordinating with Inflight CISM (Eileen Rodriquez), but are unsure of Flight Ops CISM participation at this point. TWU 556 will participate in the exercise and be represented by our National Health Coordinator, Michele Moore.*

***July 17th, 2009 Inflight Injury Prevention Team Meeting Report:***
*Flight Ops Safety – Flt Ops has been working with MX regarding the increase in pressurization events. Ryan explained that we had a group of incidents in March and in May and none of them were the same issue. Boeing is also aware of the issue and is looking to solve it as well.*
***Questions-*** *Could we get specifics from the crews as to how they handled the masks dropping? Could we add the number of decompressions to our Weekly Operation Update? Could we publish information similar to the info Flt Ops published regarding the increase in pressurization issues?*
***Turbulence-*** *Flt Ops is putting an article in their quarterly magazine regarding turbulence and the importance of communicating. Our turbulence injuries for May were down from last year and they continue to decrease in severity.*
***Question –*** *Could we publish something telling Flight Attendants that they can choose not to serve without waiting on the pilots? Can we issue a reminder that if no preflight briefing is given then the A must ask for one? And remind pilots and Flight Attendants that the briefing is not just about weather?*
***Regulatory – Procedural Compliance 4th Jumpseat –*** *How often are we asking them to move to the front jumpseat? We will be putting out a Companywide communication regarding moving to the fwd jumpseat for safety reasons.*
***Cleared for departure PA –*** *"A" must be buckled in before "cleared for departure PA" is made. This is a check and balance system and needs to be adhered to always. If "C" makes the PA early, "A" needs to remind them to wait.*

***Medical communications*** *- Are people getting through? According to STAT MD, only 30% of phone calls are getting through. The number increases to 60-70% when the Pilots can hear both sides of the conversation. The biggest complaint is that Flight Attendants do not have the information ready when they call and STAT MD needs this information immediately so a decision can be made if a diversion is needed. There will be some changes to the STAT MD procedures.*
***IR's-*** *What are the issues heard about completing IR's? There will be more communication such as media tile, posters, etc. reminding Flight Attendants where to find the IR application, etc.*
*A new bulletin goes into effect today and the question came up regarding how to know the difference between a service animal and a pet. Brent stated that if they board with the animal in a carrier, then it is probably a pet. Passengers are being informed of the pet policies via southwest.com, a handout, and CS&S. The specials sheet will not tell you how many pets are on board. On June 28th, there will be another bulletin regarding some changes to the PPE and there will be a new revision in July.*
***Questions –*** *Will we put something out regarding Kindles and the policy on them for take off and landing? Brent explained that it falls under the Portable Electronic Device (PED) policy. He also went on to explain that we tested noise-cancelling headphones and they do not interfere with our equipment and that is why we allow them as opposed to other Portable Electronic Devices. Another question was asked as to whether or not we could put preflight info on the screens in our boarding areas, such as carry-on info and Portable Electronic Device info.*
***Scorecard*** *- Review of injury numbers. Turbulence injuries for May are at nine compared to twenty last year. There was turbulence but the communication between the Pilots and Flight Attendants seems better according to the IR's. The suggestion came up to share some of the good IR's at the next meeting.*
***SRS Update –*** *170 reports have been submitted in 62 days. 6 have been via phone and 10 have been anonymous reports. We had 10 rejected reports that were not deemed "Safety related." There was a blurb on SWALife on 6/17/09 regarding the SRS program and how it has increased visibility and communication. Two charts were handed out showing what departments have had SRS reports regarding them and the areas of concern. Hopefully the SRS link will be available under quick links soon.*
***Safety Days and Lounge Mobilization Days*** *- Some of the topics that came up at the lounge mobilization day were double latching of galleys, -700 jumpseat bar, oversized luggage, and turbulence communication. Regina also asked if each Station has personnel to clean up vomit and the answer was yes. There was discussion about BWI, OAK, and MCO having a Safety Day soon and MDW will have the big Safety Fair in September.*
***Cabin Appearance/ MX issues –*** *A copy of the information that was distributed to the Pilots regarding the MX/cabin appearance section on the drink order pad was handed out. Some revisions are being made to the drink order pad. After the changes are complete, we will put out an RBF to the Flight Attendants to remind them of this section. The suggestion came up to make a poster for the Safety Boards pointing out the area as well.*
*Continue turning in information on smelly lavatories so they can continue to be fixed.*
***Ground Ops/ Oversized luggage –*** *Ground Ops is conducting an audit on Customer carryon/oversize bags. Victor will check with Scott and see what other initiatives Ground Ops is working on to help with oversize luggage. Inflight and Ground Ops both need to be consistent and apply the procedures we have regarding luggage in order to help the situation.*
***Door drains –*** *The amount of time in between cleaning the drain has been increased and this should help the odor coming from the drains. Please continue to submit Irregularity Reports with the aircraft number so we can get those cleaned quickly.*
***Other items*** *- Chris Woodard also discussed the new thinner seat bottom cushions that will be on the aircraft starting in 2010 and they are lighter and eliminate the need for 3 types of cushions. As of September 1st, all references to seat bottom flotation devices will be removed from the aircraft and Public Announcements (PA).*

***PPE and Biohazard clean-up kit-*** *A picture of both kits was passed out and they will start being placed on the aircraft as the supplies of the current kits run out.*
***AM cleaning checklist –*** *Alex was discussing the fact that Flight Attendants are not filling out the checklist properly. Chris Woodard explained how important it is to report issues so they can be addressed. Alex is willing to write an article on this for Onboard.*
***OPEN DISCUSSION ITEMS:***

1. *OSHA 300 Logs (see attachments)*
2. *Meeting w/Sonia Lacore – Health and Safety Related Committees (CISM & Professional Standards)*
3. *Civil Aerospace Medical Institute Registrations (see attachments)*
4. *TSA Secure Flight Program Implementation*

***STANDING MEETINGS:***

1. *Friday July 17th, 2009 – Meeting with Mike Van De Ven – RE: N387SW Operating as WN2294*
2. *Friday July 17th, 2009 – Health & Safety Coordination (HASC) with Inflight Safety and Regulatory Standards*
3. *Wednesday August 5th, 2009 – Follow-up Meeting w/Sonia Lacore & Lindsay Lang – Health and Safety Related Committees (CISM & Professional Standards)*

The Board **agreed** that Keenan Ryan would make the hotel and rental car reservations to accommodate the Executive Board's attendance at Civil Aerospace Medical Institute (CAMI).

There was discussion regarding the reports in the news media that the Flight Attendants working Flight 2294 on July 13th, from Nashville to Baltimore/Washington, which had diverted to Charleston, WV due to a rapid decompression and a hole in the aircraft, had performed their jobs very well.

Michael Massoni submitted the **Health Committee Report** for Chair Michele Moore:

*Debrief: 6/09/09 – Emergency Evacuation/Brake Fire*
*Safety Training: 6/10/09 – International TWU Safety Expo*
*IIPT Meeting: 6/17/09 – In flight Injury Prevention Team*
*HASC Meeting: 6/19/09 – Health and Safety Committee*
*Conf. Call: 6/25/09- "Health Care Can't Wait"*
*Conf.Call: 6/29/09 – RE: Chad Blatchley*

*Contacted Flight Attendants injured or involved in an ENS item:*
*3 contacted due to cabin smell –gasper vent*
*1 contacted due to being light-headed on descent*
*3 contacted due to safety event-cockpit observer sitting on jump-seat during full flight plus jump-seater*
*3 contacted for emergency descent – pressurization problems*
*1 contacted for turbulence injury*

*Articles/Research*
*Article for Unity regarding Swine Flu follow-up*
*Continuing to research Workers Compensation laws in states with Flight Attendant bases-trying to locate training session to attend*
*Continuing to research KinCare in California-trying to locate training session to attend*
*Continuing research FlexCare in Maryland-trying to locate training session to attend*
*Wrote Debrief Narrative from brake-fire debrief meeting*

*Follow-up Issues*

*Contact with In-Flight Management regarding pet allergy issues*
*Responded daily to emails and phone calls from Flight Attendants*
*Responded to Flight Attendant inquires regarding pet allergy issues*

*Scheduled Meetings in July:*

*HASC (Health and Safety Committee)*
*Shop Steward Training*
*Family Assistance Exercise – Emergency Response*

There was discussion regarding Secure Flight program and the TSA.

Audrey Stone submitted the **Education Committee Report**:

*Audrey Stone completed the Contract Q and A's, and had a brief meeting on June 29th and again on June 30 to present them to the Negotiating Team (NT). Once feedback is received from the NT, Audrey will be coordinating with Thom McDaniel to present these to Southwest for consensus and agreement for these to be printed with the Contract in August. She also provided an update to the NT about the future Contract Resource Guide to be published by the Union later this year. Audrey and Mark Torrez had an opportunity to speak with interested Shop Stewards at the recent Shop Steward Training about their ideas and involvement with the Education Committee and future education projects they are currently working on.*

Cuyler Thompson submitted the **Professional Standards Committee Report** for Western Division Chair Lori Powell:

***May 2009 Report***

| | | |
|---|---|---|
| *Total Calls* | *16* | |
| *Gone to mgmt* | *2* | |
| *No phone call returned by calling FA* | *2* | |
| *Involving Pilot* | *1* | *(Resolved with Pilot Pro Standards)* |
| *Total Calls Worked* | *15* | |

***June 2009 Report***

| | |
|---|---|
| *Total Calls* | *18* |
| *Gone to Mgmt* | *1* |
| *No return call from FA called* | *2* |
| *Total Calls worked* | *14* |

Cuyler Thompson submitted the **Professional Standards Committee Report** for Eastern Division Chair Jean Chandler-Brooks:

| | |
|---|---|
| *Calls* | *19* |
| *Calls involving pilots* | *2* |
| *Calls resolved favorably* | *19* |

There was discussion regarding the Professional Standards Committee and the current project to overhaul the Committee assigned to Michael Massoni by the Executive Board.

John Parrott made a **motion** to table the Professional Standards recommendations for new Members. Bryan Orozco **seconded** the motion. The motion **carried**.

Scheduling Committee Chair Lisa Trafton entered the Meeting at 1210.

Lisa and the Executive Board discussed the current issues of the Local's Scheduling Committee.

The Board went to lunch at 1230. Mark Torrez, Audrey Stone, Crystal Rains and Karen Amos answered the Local Office phones so that the Local Office Staff and Grievance Team could have lunch together away from the Office. The Executive Board Meeting reconvened at 1400.

Executive Board Members present were Thom McDaniel, Michael Massoni, Stacy Martin, John Parrott, Cuyler Thompson, Mark Torrez, Colleen Griffin, Audrey Stone, Crystal Rains, Bryan Orozco, Karen Amos, Jimmy West, John DiPippa, Todd Gage and Donna Keith.

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

Scheduling Committee Chair Lisa Trafton was a guest at the Meeting.

The Board continued to discuss the current issues of the Local's Scheduling Committee.

The Board **agreed** that the Scheduling Committee would continue to maintain Flight Attendant Minimum Bid Line Totals at 80 Trips for Pay (TFP).

The Board **agreed that** the Scheduling Committee would continue to adhere to the current definition that PM Pairings check in at 1200 Central or later.

Lisa Trafton was excused at 1445.

Mark Torrez presented the **Survey Committee Report**. There was no written report submitted.

Mark Torrez presented the **Scholarship Committee Report**. There was no written report submitted.

Cuyler Thompson submitted the **Uniform Committee Report** for Chair Val Lorien:

> *By the time you read this report, Flight Attendants will be able to order the new tailored slacks using their uniform allotments on the SWA Cintas website. Also, four "bottom pieces" have been discontinued because of low usage: single pleat khaki shorts and single pleat khaki slacks for women, and the flat front navy pants and flat front navy shorts for men. As mentioned in previous updates, the Uniform Steering Committee has chosen to discontinue all sweaters and focus on four new sweaters that will be made of a similar material and color of the current sweater, but will be thicker and slightly darker: a zip up collar sweater (for men only), a shawl collar sweater (for women only), and unisex v-neck vest and v-neck long sleeve, which are similar to the items we have now. Pictures of the new zip up collar and shawl sweater continue to be available on the Union website. Val has asked the Uniform Steering Committee to reconsider going down to two or three sweater options and come out with a button up vest to match the new tailored pants, but the Committee was hesitant to go forward with the suggestion because they weren't sure how popular the new tailored pants would be. Val went over to HDQ yesterday to look at prototypes of the new tie and scarf. The design is the same design as previously*

*shown to the Board and multiple samples will be available in two to three months. The results of the shoe/socks survey are now displayed on the Union website. Flight Attendants are mostly in favor of white tennis shoes being the only option for shorts and skorts, but not in favor of black as the only option for pants. Val has asked David Curry if he thought about extending the deadline to switch to "all black" and David said that he has thought about it and decided not to change the September 1st deadline. Most of the phone calls Val receives regarding the black shoe/sock standard are from Flight Attendants who just recently purchased brown shoes. Currently, Val is providing suggestions from fellow Flight Attendants who didn't buy new black shoes: to have them dyed at a local shoe repair store (costing around $20) or by using black shoe scuff remover (costing around $3). Written comments from the shoe/sock survey are available by emailing Val at uniforms@twu556.org.*

There was discussion regarding Val Lorien as Chair of Uniform Committee.

Audrey Stone **agreed** to speak with Val Lorien and to remind him of the fact that the Executive Board expected him, as the Union's representative on the Southwest Airlines Uniform Steering Committee, to promote the interests of the Union while serving in that capacity and not any personal preferences.

Allyson Parker-Lauck entered the Meeting at 1540 to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1550.

The Board discussed the merits of the Grievance.

The Grievant was excused at 1613.

The Board took a break at 1615 and reconvened at 1630.

Executive Board Members present were Thom McDaniel, Michael Massoni, Stacy Martin, John Parrott, Cuyler Thompson, Mark Torrez, Colleen Griffin, Audrey Stone, Crystal Rains, Bryan Orozco, Karen Amos, Jimmy West, John DiPippa, Todd Gage and Donna Keith.

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

The Board continued to discuss the merits of the Grievance.

Thom McDaniel left the Meeting at 1639.

Michael Massoni chaired the Meeting.

John Parrott made a **motion** not to proceed on a Grievance. Stacy Martin **seconded** the motion. The motion **carried**.

Allyson Parker-Lauck **agreed** to write an article for publication in Unity Magazine regarding the fact that a *'day'* at Southwest Airlines begins at 0300. Michael Massoni **agreed** to talk to Management Representatives regarding the issue from regulation standpoint and to discuss the possibility of reiterating the information to Flight Attendants in the form of a Read Before Fly (RBF).

Allyson Parker-Lauck was excused at 1657.

Cuyler Thompson submitted the **Civil and Human Rights Committee Report** (CHRC) for Chair Bryan Orozco:

> *Bryan, Portia and Addie meet on the 25th and talked about the history and purpose of the committee. They discussed the future direction and development of the committee. Bryan left with a basic understanding of what needs to be accomplished. Bryan did some research and learned he needs to do a lot more research on all that is covered under Human and Civil Rights. Bryan read about Latino, African American, Women Rights. He also saw he needs to do more research on religion, sexual orientation, disability and age related issues (Bryan found three cases in the Supreme Court). They talked about how to increase membership involvement*

Michael Massoni presented the **IT Committee Report**. There was no written report submitted.

Michael Massoni reported to the Executive Board that he and John Parrott had negotiated with the Union's landlord to continue to lease both the Union Office space and the space originally retained to house the Local's Negotiating Team for $11,000 per month. Michael reported that this amount represented a reduction from the current $13,800 combined rent and was just $1,000 more per month than leasing the Union Office Space alone.

There was discussion regarding the Negotiating Team Space and where the office equipment no longer being used by the Negotiating Team would be reallocated.

Cuyler Thompson submitted the **Shop Steward Committee Report** for Co-Chair Susan Kern:

> *The Shop Steward Committee held a very successful training on Monday and Tuesday, July 13th and 14th, at the Wyndham Hotel in DAL. Cuyler Thompson and Susan Kern would like to extend our thanks to the entire Executive Board for their assistance with the preparation and execution of the program; it was truly a team effort. A special thanks goes to the following presenters: John Parrott, Karen Amos, Kathy Anderson, Todd Gage, Audrey Stone, Mark Torrez, Donna Keith, Allyson Parker-Lauck, Garry Drummond, TWU International Vice President, and Thom McDaniel. Although there has not been an opportunity to review the evaluations yet, many Shop Stewards expressed their appreciation for the course. The Committee would like to extend its gratitude to the following individuals for their contributions to our new Shop Steward Training Handbook.*
>
> *Rebekka Kelly, DAL*
> *Mary Ravella Longobardi, MDW*
> *Thom McDaniel, HOU*
> *Will Menton, LAS*
> *Kyle Whiteley, MDW and his partner Daniel for the layout*
>
> *There were a total of 142 Shop Stewards elected during the last round of Membership Meetings. Of those 142, fourteen are Grievance Team Members in DAL. There were 108 Shop Stewards who attended the training, with six of those being Grievance Team Members. Angi Tucker, videographer with the TWU ATD, will be condensing the video of the two days and providing it to the Local on a DVD. We anticipate putting this video on the TWU 556 website in the Shop Steward Corner. Packets have been prepared for all DEBMs to take back to their respective Bases for those Shop Stewards who were unable to attend the training. Once more, thank you to the entire Board for your assistance with putting together and presenting this very important training.*

Cuyler Thompson submitted to the Executive Board the email addresses of the Shop Stewards in the Executive Board Members Bases. Cuyler again cautioned Board Members that these email addresses were being provided to them for use in official Union Business only and stressed the importance of using Blind Carbon Copy (BCC) when emailing them in order to protect the privacy of our Shop Stewards. Cuyler submitted copies of the breakdown of trip pulls that had been necessary in order for all of the Shop Stewards to attend the recent Training.

There was discussion regarding the purchase of matching shirts for Local 556 Delegates to wear at the upcoming TWU Constitutional Convention. Crystal Rains **agreed** to research the possibilities prior to the conclusion of the Executive Board Meeting on Friday. Crystal **agreed** to contact all Delegates at the conclusion of the upcoming election to ascertain their sizes so that the shirts could be procured for all Delegates in a timely manner.

Cuyler Thompson submitted the **Publication Committee Report** for Chair Kyle Whiteley:

> *I am pleased to announce that my first issue of Unity is at the printer! This issue took approximately three days longer to complete than anticipated, though this is partially due to the July 4 holiday weekend. Nevertheless, the Summer issue should be in the Bases by the third week of July. I would like to thank Denny Sebesta, Thom McDaniel, Allyson Parker-Lauck, Kathy Anderson, John DiPippa, and Cuyler Thompson for submitting their substantial corrections in a timely manner despite the holiday weekend. The Fall (October) issue may again be slightly delayed as we continue to develop an efficient workflow and continue to fine-tune the overall design of the magazine; however, I do not anticipate this being an ongoing problem beyond the Fall issue. On a related note, I sent an email to the Domicile Executive Board Members asking for any adjustments to the number of Unity magazines to be ordered for each base. If you find that you are short copies (or have way too many), please let me know so that I may adjust future orders. Communication efforts in June consisted of an electronic Unity Update (about which we received several positive comments), and several e-Connections (Baltimore, Chicago, Oakland, and Phoenix). John DiPippa and I discussed national content in future e-Connections, and he is going to work to make the topics into shorter "sound bites." DEBMs should try to do the same with their local content, as well. Thank you cards for our CAT Members were sent out to the DEBMs for distribution, while the bag tags approved by the Executive Board have been ordered, and should arrive at the Union office on August 1st. The bulletin board changes for the Boston Baked Bean Contest, which will run through August 13th, are ready to be taken back to the bases. An example of how your bulletin board should be set up can be seen on the IT room door. If you do not have all the components to make the change, please contact your predecessor to locate the images. After the contest is over, DEBMs will be responsible for checking the email addresses collected against those currently listed on the TWU Web site database. Several changes to the Union's Web site were completed on July 1st. Notably, additional space has been added to accommodate all the Committees, and I have spoke to a few of the Committee Chairs asking for content for these new pages. I will add the information to the Web site as soon as I receive the information.*

Michael Massoni reported that the Local was complying with the Board of Election's request that use of the Local's Email Database be made available, via a secure third party, to candidates running for Local 556 Delegate to the TWU Constitutional Convention.

Stacy Martin made a **motion** to recess. Donna Keith **seconded** the motion. The motion **carried**.

Thom McDaniel recessed the Meeting at 1838.

## ***Thursday***

**July 16th, 2009**

Thom McDaniel called the Meeting to order at 0830.

Executive Board Members present were Thom McDaniel, Michael Massoni, Stacy Martin, John Parrott, Cuyler Thompson, Colleen Griffin, Audrey Stone, Crystal Rains, Bryan Orozco, Karen Amos, Jimmy West, John DiPippa, Todd Gage and Donna Keith.

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

Mark Torrez was absent.

Interim Grievance Chair Allyson Parker-Lauck was a guest at the Meeting and submitted the **Grievance Committee Report**:

> *Allyson Parker-Lauck reported that the Grievance Team has been very busy since her June report to the Executive Board. As of June 15th, 2009, there are 165 Grievances on the Union's books including 19 Termination cases, 27 Group Grievances, 34 Non-Termination Discipline Grievances, and 85 Contract Grievances. Allyson presented the Board with a confidential, detailed report of the status of each of these grievances. Denny Sebesta and Allyson have met with the Company three times since the last Grievance Report to the Executive Board: June 22nd, 25th, and July 9th. These meetings focused on the Group Grievance on Uniforms and two Reserve Grievances. Denny and Allyson have focused on resolving Grievances that have been on the books for a long time. Denny and Kathy Anderson have been working on remedies for two Group Grievances on Jury Duty and Optimization. This has been a long and tedious process, but a great amount of work has been done, so we are hopeful to achieve a settlement with the Company on these Grievances in the near future. In May, Allyson developed a list of eleven non-termination discipline cases to attempt to resolve with the Company. Three of those cases were quickly settled in favor of the Flight Attendant. On June 16th, a letter was sent to the Company to slate the remaining eight grievances for Board of Adjustment where no movement was made. After sending this letter, four of these cases were resolved prior to moving through the Board of Adjustment process. We have secured three dates to hold Board of Adjustment hearings: July 31st, August 4th, and August 5th. The four remaining grievances that were not resolved will be heard along with one Contract Grievance. During the week of June 21st-26th, six people from our Local attended the Arbitration 1 Class at the National Labor College: Mark Torrez, Audrey Stone, Crystal Rains, Karen Amos, Jamie Lynch, and Don Shipman. Each of them will be assigned assistant roles in the upcoming hearings, and many will soon be presenting cases for the Union. In addition, we have three cases slated for Arbitration. The dates are September 3rd to hear a Group Grievance, and September 9th and 24th for two termination cases. Denny is still working on the Grievance Training Manual and hopes to have an update for the Executive Board next month. The next two or three months will be very busy around the Union Office with the BOARD OF ADJUSTMENT s and Arbitration hearings coming up.*

John Parrott made a **motion** to proceed on a Grievance. Donna Keith **seconded** the motion.

Cuyler Thompson was excused for Union Business at 0941.

The motion **carried**.

Cuyler Thompson returned to the Meeting at 0947.

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

John Parrott made a **motion** to proceed on a Grievance. Audrey Stone **seconded** the motion. The motion **carried**.

Michael Massoni made a **motion** to proceed on a Grievance. Jimmy West **seconded** the motion. The motion **carried**.

Todd Gage made a **motion** not to proceed on a Grievance. Stacy Martin **seconded** the motion. The motion **carried**.

Todd Gage made a **motion** not to proceed on a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

John Parrott made a **motion** not to proceed on a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

John DiPippa made a **motion** not to proceed on a Grievance. Todd Gage **seconded** the motion. The motion **carried**.

The Board took a break at 1006 and reconvened at 1023.

Executive Board Members present were Thom McDaniel, Stacy Martin, Cuyler Thompson, Mark Torrez, Colleen Griffin, Audrey Stone, Crystal Rains, Bryan Orozco, Karen Amos, Jimmy West, John DiPippa, Todd Gage and Donna Keith.

Mark Torrez, Audrey Stone, Michael Massoni and John Parrott were excused for Union Business.

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

Audrey Stone returned to and Mark Torrez entered the Meeting at 1034.

Cuyler Thompson made a **motion** to proceed on a Grievance. Audrey Stone **seconded** the motion. The motion **carried**.

Todd Gage made a **motion** to proceed on a Grievance. John Parrott **seconded** the motion. The motion **carried**.

Colleen Griffin made a **motion** not to proceed on a Grievance. Karen Amos **seconded** the motion. The motion **did not carry**.

Cuyler Thompson made a **motion** to proceed on a Grievance. Jimmy West **seconded** the motion. The motion **carried**.

Jimmy West made a **motion** to proceed on a Grievance. Cuyler Thompson **seconded** the motion. The motion **carried**.

The Board went to lunch at 1200 and reconvened at 1330.

Executive Board Members present were Thom McDaniel, Michael Massoni, Stacy Martin, John Parrott, Cuyler Thompson, Mark Torrez, Colleen Griffin, Audrey Stone, Crystal Rains, Bryan Orozco, Karen Amos, Jimmy West, John DiPippa, Todd Gage and Donna Keith.

Grievance Chair Allyson Parker-Lauck was a guest at the Meeting.

TWU Local 556 Scholarship Committee Member and Assistant Professor at Southern Methodist University, Dr. Maria Dixon, was a guest at the Meeting and discussed with the Executive Board the selection process for the recipients of the Shanna Martin Memorial and Paul Gaynor Scholarships.

Dr. Dixon left the Meeting at 1342.

Allyson Parker-Lauck reported that Flight Attendant Paige Elijah would be the 2009 recipient of the **Local's Paul Gaynor Scholarship** and that Ryan Casper, son of Flight Attendant Mike Casper, would receive the **Shanna Martin Memorial Scholarship**. Thom McDaniel asked that Executive Board Members keep this information confidential until all of the applicants could be notified.

Mark Torrez was excused to call Publications Chair Kyle Whiteley at 1349.

The Board continued to discuss Grievances.

Mark Torrez returned to the Meeting at 1358.

Thom McDaniel left the Meeting at 1358.

Michael Massoni chaired the Meeting.

Becky Parker entered the Meeting at 1358 to discuss the merits of a Grievance.

There was discussion.

Becky Parker was excused at 1417.

John Parrott made a **motion** not to proceed on a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

Stacy Martin left the Meeting at 1424.

Thom McDaniel returned to the Meeting as Chair at 1426.

Audrey Stone made a **motion** to proceed on a Grievance. Jimmy West **seconded** the motion. The motion **carried**.

Stacy Martin returned to the Meeting at 1430.

Cuyler Thompson made a **motion** to revisit a Grievance. Audrey Stone **seconded** the motion. The motion **carried**.

Michael Massoni made a **motion** not to proceed on a Grievance.  Karen Amos **seconded** the motion.  The motion **carried**.

John Parrott made a **motion** to proceed on a Grievance. Karen Amos **seconded** the motion.  The motion **carried**.

Todd Gage made a **motion** to proceed on a Grievance.  Audrey Stone **seconded** the motion.  The motion **carried**.

Stacy Martin left the Meeting at 1458.

Mark Torrez made a **motion** to revisit a Grievance.  Audrey Stone **seconded** the motion.  The motion **carried**.

Cuyler Thompson made a **motion** to proceed on a Grievance.  John DiPippa **seconded** the motion.  The motion **carried**.

Crystal Rains left the Meeting at 1504.

Stacy Martin returned to the Meeting at 1505.

Chris St. Julian entered the Meeting at 1509 to discuss the merits of a Grievance.

Crystal Rains returned to the Meeting at 1511.

A Grievant entered the Meeting at 1520 to discuss the merits of a Grievance.

Todd Gage was excused at 1603 to meet a commitment made prior to the dates of the July Executive Board Meeting being changed.

The Grievant and Chris St. Julian were excused at 1609.

Stacy Martin made a **motion** to proceed on a Grievance.  Donna Keith **seconded** the motion.

There was discussion.

Karen Amos **called for the question**.  Jimmy West **seconded** the motion.  The motion **carried**.

The motion on the floor **carried**.

The Board took a break at 1624 and reconvened at 1640.

Executive Board Members present were Thom McDaniel, Michael Massoni, Stacy Martin, John Parrott, Cuyler Thompson, Mark Torrez, Colleen Griffin, Audrey Stone, Crystal Rains, Bryan Orozco, Karen Amos, Jimmy West, John DiPippa and Donna Keith.

Todd Gage was excused to meet a previous commitment.

Grievance Chair Allyson Parker-Lauck was a guest at the Meeting.

John Parrott made a **motion** to proceed on a Grievance. Audrey Stone **seconded** the motion. The motion **carried**.

The Board **agreed** to accept a proposed settlement to a Grievance related to recent Uniform changes only if Southwest Airlines Management would extend the deadline for the discontinuation of brown shoes/belts to January 1st, 2010.

John Parrott made a **motion** not to proceed on a Grievance. Stacy Martin **seconded** the motion. The motion **carried**.

Cuyler Thompson made a **motion** to proceed on a Grievance. Audrey Stone **seconded** the motion. The motion **carried.**

Cuyler Thompson made a **motion** to proceed on a Grievance. Jimmy West **seconded** the motion. The motion **carried**.

John Parrott made a **motion** not to proceed on a Grievance. Stacy Martin **seconded** the motion. The motion **carried**.

Allyson Parker-Lauck was excused at 1751.

Mark Torrez reported that all Union-issued mobile phones carried by Executive Board Members and Committee Chairs were covered under the Union's Office Insurance Policy.

Mark Torrez reported that as instructed by the Executive Board, he had contacted Professional Standards Co-Chair Lorie Powell to ascertain her connectivity needs. Mark reported that Lorie would return the Union-issued mobile phone and that she would be issued a pre-paid mobile phone.

The Board **agreed,** due to compatibility issues with his Apple Computer, that Bryan Orozco could utilize one of the laptop computers originally purchased for use by the Members of the Local's Negotiating Team for Union Business.

Thom McDaniel discussed the possibility of again pursuing cockpit Jumpseat access for our Flight Attendants.

There was discussion regarding recent reports that the on-line Home Study for Flight Attendant Recurrent Training continued to be taking some of our Members far too long to complete due to possible system malfunctions.

Cuyler Thompson submitted the **Care and Concern Committee Report** for Chair Lucy White-Lehman:

> *I'm officially off leave and have taken back the responsibilities of the Care and Concern Committee from Keenan Ryan. If any Executive Board Members have requests for cards, please email that information to careandconcern@twu556.org. Also, I've started contacting all Base Leaders and Naomi Hudson to make everyone aware that Care and Concern notices need to be sent to me via the above email address or faxed to TWU. The Flight Attendant Memorial Plaque is in the process of being updated with the following names:*
>
> > *Dana Cox*
> > *David Ford*

*Glynda Reeves Taylor*
*Kathy Norman*
*Matt Ridolpho*
*Amy Barth*
*Sherril Wilson*

*There are only four spots left on the Flight Attendant Memorial Plaque, so the last three names will not be added at this time. I have contacted the Sign Shop for a price quote on a new Flight Attendant Memorial Plaque. Once I get that information, I will pass that onto the Board. I would like to put the order in for a new Plaque immediately, but will wait and submit the cost of a new Plaque in my Care and Concern budget in September. Please let me know, how the Board wants me to proceed.*

Cuyler Thompson reported that as instructed by the Executive Board, he had contacted Chris Sullivan, the Union's representative on the **Southwest Airlines Inflight/Provisioning Committee**. Cuyler reported that he had discussed the Board's Trip Pull and Pay Procedures with Chris and had requested three times since the last Executive Board Meeting that Chris submit his required report. The Board **agreed** that in order for Chris to continue to serve as the Union's Representative on the Committee and to receive compensation, he must submit the report as instructed by the Executive Board.

The Board **agreed** that Karen Amos would research potential ways to celebrate TWU Local 556 Executive Administrative Assistant Madeleine Howard's 20th Anniversary as the Local's one and only employee. The Board **agreed** to present Madeleine with a gift recognizing her years of invaluable service during the Local 556/Southwest Airlines Contract Signing Party planned for July 27th, 2009.

Mark Torrez made a **motion** to excuse Todd Gage from the last day of the August Executive Board Meeting due to commitments made prior to the dates of the Executive Board Meeting being changed. Donna Keith **seconded** the motion. The motion **carried**.

Mark Torrez made a **motion** to sponsor and purchase tickets to the 2009 Labor Day celebration for the Alameda County AFL-CIO in the amount of $250. John Parrott **seconded** the motion. The motion **carried**.

Michael Massoni noted that he would miss part of the following day's Executive Board Meeting due to previously scheduled Meetings with Southwest Airlines Management.

The Executive Board **agreed** that the Domicile Executive Board Members would coordinate with all new Shop Stewards at their Base to ensure that the Shop Stewards were able to 'shadow' a Fact Finding Meeting with another Union Representative prior to being asked by the Union to represent a Flight Attendant on their own. Colleen Griffin asked to be afforded the opportunity to 'shadow' a Meeting as well.

There was discussion regarding the fact that Domicile Executive Board Members continued to be unaware of Fact Finding Meetings being conducted at their respective Bases. Stacy Martin **agreed** to include this in the Local Office Training Manual with which he had been tasked. Stacy **agreed** to address the issue with Grievance Team/Office Staff during the next and subsequent Local Office Team Meetings.

The Board conducted a Roll Call to establish Board Members' compliance with TWU **Local 556 Bylaw Article VII (g)** for the second quarter of 2009:

| | | |
|---|---|---|
| Thom McDaniel | HC90 | dated May 21 |
| Michael Massoni | PS23 | dated June 26 |

| | | |
|---|---|---|
| Stacy Martin | **excused** | |
| John Parrott | DS16 | dated June 5 |
| Cuyler Thompson | BB33 | dated May 3 |
| Mark Torrez | OC05 | dated April 1 |
| Colleen Griffin | MF35 | dated May 25 |
| John DiPippa | PE37 | dated June 5 |
| Audrey Stone | BD53 | dated May 31 |
| Crystal Rains | HS32 | dated May 31 |
| Karen Amos | **excused** | |
| Jimmy West | FA19 | dated June 3 |
| Donna Keith | MA07 | dated June 2 |
| Todd Gage | OD39 | dated May 18 |
| Bryan Orozco | LS61 | dated June 27 |

There was discussion regarding the importance to the Membership that Executive Board Members fly a multi-day Pairing each calendar quarter.

The Board **agreed** that Cuyler Thompson would submit all forty-two motions to amend the TWU Local 556 Bylaws, made during the 2nd Membership Meeting of 2009, to Local Legal Counsel Mark Richard and TWU International Legal Counsel David Rosen. Cuyler **agreed** to seek opinions regarding whether or not each of the forty-two motions were in agreement with the TWU Constitution and all applicable Labor Laws and Practices.

Crystal Rains made a **motion** to recess. Stacy Martin **seconded** the motion. The motion **carried**.

Thom McDaniel recessed the Meeting at 1845.

## ***<u>Friday</u>***

**July 17th, 2009**

Thom McDaniel called the Meeting to order at 0830.

Executive Board Members present were Thom McDaniel, Stacy Martin, John Parrott, Cuyler Thompson, Colleen Griffin, Audrey Stone, Crystal Rains, Bryan Orozco, Mark Torrez, Karen Amos, Jimmy West, John DiPippa and Donna Keith.

Michael Massoni was excused to attend Meetings at Southwest Airlines Headquarters.

Todd Gage was excused to meet a previous commitment.

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

Grievance Chair Allyson Parker-Lauck and Board of Adjustment/Arbitration Coordinator Denny Sebesta were present at the Meeting to discuss the merits of a Grievance.

John Parrott made a **motion** to proceed on a Grievance. Audrey Stone **seconded** the motion. The motion **carried**.

The Board **agreed** that during her monthly Grievance Report, Allyson Parker-Lauck would submit a list and short summary of Contractual Grievances on which she believed that the Executive Board would obviously vote to proceed. The Board **agreed** that the merits of Disciplinary Grievances would be heard individually.

Allyson Parker-Lauck requested that if Executive Board Members, while sitting Officer-on-Call in Dallas, were interested, that they help to upload past Grievance information into the LaborSoft Database. This project would be worked on if they were not needed to answer Office phones and had no other projects on which they were working.

Denny Sebesta declined to accept the position of BOA/Arbitration Coordinator for which she had been interviewed and subsequently appointed.

Allyson Parker-Lauck and Denny Sebesta were excused at 0845.

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

TWU Local 556 Treasurer John Parrott presented the **May 2009 Financial Report** for review.

There was discussion.

Audrey Stone made a **motion** to approve the May 2009 Financial Report. Mark Torrez **seconded** the motion. The motion **carried**.

The Board **agreed** that in order to save paper, John Parrott would not present each Board Member with individual copies of the Local's Financial Report at future Executive Board Meetings. It was **agreed** that the Board would review the Report on the Boardroom's projection screen.

Treasurer John Parrott presented the new **Local 556 Credit Card/Expense Policy** that he had researched and written. Executive Board Members reviewed and signed copies of the document.

The Board took a break at 0950 and reconvened at 1000.

Executive Board Members present were Thom McDaniel, Stacy Martin, John Parrott, Cuyler Thompson, Colleen Griffin, Audrey Stone, Crystal Rains, Bryan Orozco, Mark Torrez, Karen Amos, Jimmy West, John DiPippa and Donna Keith.

Michael Massoni was excused to attend Meetings at Southwest Airlines Headquarters.

Todd Gage was excused to meet a previous commitment.

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

Southwest Airlines Management Representatives Sonya Lacore, Brendan Conlon and David Curry were guests at the Meeting.

> *David Curry stated that Southwest Airlines had a busy week but that he did not have a lot on which to report. There was discussion regarding the investigation into the cause of the rapid decompression on Flight #2294. He noted that the Flight Attendants working the flight had done a great job. David was*

*asked about how Management had "followed up" since the previous Board Meeting on the unannounced change to the Flight Attendant Handbook in regarding whom Inflight Scheduling was to contact in the event of a Reschedule. Thom McDaniel asked if any progress had been made on the seven-month-old request that Management clarify for our Members what could be in the Seatback Packets during taxi, takeoff and landing. David Curry reported that Greg Crumb from OCC was working directly with a group from FAA. He stated that Management planned to communicate further to the Flight Attendants about what was allowed in seatbacks. He noted that it may "put a flag up with FAA," but that Management was still planning to do it. Thom asked if there had been a change in the practice for how Management contacted Flight Attendant to gather information. Crystal Rains reported that Flight Attendants at the Houston Base had received telephone calls from Management, which had turned into Fact Finding Meetings on the phone. Sonya Lacore elaborated on the Proactive Customer Service (PCS) Team at Southwest Airlines Headquarters. She stated that the Team instructs Inflight Management to get information from Flight Attendants regarding specific incidents that happen on the aircraft so that they may better understand to potential impact on and respond to Customers right away. Such information could be, "were they upset, or how (the Customers) felt." Crystal Rains reiterated that she knew of at least two calls regarding such incidents that have turned into disciplinary issues. Crystal went on to say that the details of the phone calls had been recorded in the Flight Attendant's Discussion Logs in their Personnel Files. John Parrott asked if Inflight Management had been trained on the fact that if a Flight Attendant requests a Union Representative, that Management must end the questioning immediately. Sonya stated, "Yes, they should and are instructed to." Sonya stated that Gary Kelly wanted us to be more proactive with our customers. John Parrott asked if the PCS Team was part of the MOM Team. David replied, "Yes, this is incorporated with it." Sonya stated, "I want to be clear that they are not inquiring about the behavior of the Flight Attendant" and went on to say that the PCS Team was "MOM on steroids." Cuyler Thompson asked if any discipline could result from a Flight Attendant responding to questions from the PCS Team. Both David Curry and Sonya Lacore replied, No." Thom McDaniel noted that the Union had received several reports that published procedures were not being followed regarding pets onboard the aircraft. David said that Management had received a few reports. Thom McDaniel said that it would be helpful for the Flight Attendants to know what to do in the event that a Customer was not adhering to the policies. David Curry noted that it was probably time to address this with the Flight Attendants. John DiPippa asked if pet information could be included on the Specials Report so that Flight Attendants know if the pets are "Assistance Animals" or if they needed to remain in the pet carrier. Management noted that this was a long-term goal but that the policy was clear on the Southwest Airlines website. John Parrott asked if Customers with pets could be given a copy of the policy at the Gate or when checking in. There was discussion regarding pets urinating onboard the aircraft during long flights. There was discussion regarding Flight Attendants who may be allergic to animals. Brendan Conlon noted that Management has had to replace a few Flight Attendants due to such allergies. Cuyler Thompson suggested that Customers with pets be required to give the 'A' Flight Attendant a Boarding Verification Document (BVD) like those travelling with infants. Thom McDaniel inquired as to how the refocus on the handling of Unaccompanied Minors was progressing. David reported that it had been improving. Sonya noted that there had been UM Roundtables in some of the Bases with Management, Flight Attendants and OPS Agents and that the information would be compiled after all of the Roundtables were completed. There was discussion regarding how the participants of Roundtables were selected. Thom McDaniel inquired about Flight Attendant staffing levels. Brendan noted that absences were increasing but also noted that it was normal for this time of year. Thom asked that the Union be included on information regarding such trends because sometimes the Union could remind our Members that "if they are sick, do not come to work, but if not sick, do come to work." Donna Keith reported that she had recently encountered a situation in the Chicago Flight Attendant Lounge where a Flight Attendant had been scheduled to meet with Management but was not advised that he was entitled have Union representation in accordance* *with the CBA. Thom asked if Flight Attendants were being advised when a Meeting was initially set up or when they came in for the actual Meeting. Sonya stated that the Flight Attendants should be told that they are entitled to Union Representation when initially asked to come in for a Meeting. She said that she would reiterate this to Inflight Leadership at the Bases. Thom noted that the Union was getting more feedback about the Online Recurrent Training Homestudy taking far too long to complete. Thom requested an audit of how long it took Flight Attendants took complete since March of this year and each month thereafter. David stated that he thought he could get those reports to Thom. Thom asked if any of the Flight Attendants who had opted to take advantage of the Freedom '09 program had been called and asked to reconsider. Sonya and David said no. There was discussion regarding the fact that one of our Flight Attendants had been the victim of a prank while in a hotel room on an overnight. Such pranks, widely reported in the news media, involved a prankster calling a hotel guest's room and encouraging them to break the window because of a reported gas leak. John Parrott inquired about the procedures already in place that hotel employees were supposed to establish the identity of callers before transferring the calls to Crew Members' hotel rooms. David Curry reported that the hotel manager in this situation had taken full responsibility for the prankster's call being transferred to the Flight Attendant's room. Cuyler Thompson asked about the fact that Naomi Hudson and David Curry had said during the previous month's Executive Board Meeting that they would look into the recurrent issue of Flight Attendants being denied the ability to check their Crew Bags 'Claim at Gate'. David stated that he had not received many Irregularity Reports involving the issue. Mark Torrez reminded David that he had sent one in recently regarding the fact that an Agent at the Dallas Station had said, "Oh, we don't do that here." Cuyler noted that oftentimes when our Members fly on other carriers, the employees of other airlines quickly bring Crew Bags to the jetway, but that we can even make that happen for our own employees. David Curry again agreed to look into it and to report to Cuyler. Sonya invited the Executive Board to attend a Deck Party being held at Southwest Airlines that evening, hosted by the Inflight Department. There was discussion about the addition of Coke Zero to the menu on board the aircraft. Sonya discussed the fact that Provisioning Department Managers would be guests at future Recurrent Training Classes in the Bases to hear what the Flight Attendants had to say about improving the relationship between Inflight and Provisioning. Thom asked if pretzels were less expensive than peanuts. Sonya noted that they cost about the same.*

Southwest Airlines Management Representatives were excused at 1045.

Crystal Rains was excused to speak with Sonya Lacore about the fact Finding Meetings being conducted via telephone at the Houston Base.

Karen Amos submitted one piece of correspondence from a Member regarding a settlement to Grievance and Reserve Longevity Pay.

Allyson Parker-Lauck entered the Meeting at 1048.

John DiPippa left the Meeting at 1052.

Allyson Parker-Lauck **agreed** to contact the Member and to talk to Mike Mankin regarding the issue. Allyson **agreed** to email Board Members with the results of these conversations.

Crystal Rains returned to the Meeting at 1058.

The Board discussed a request by Southwest Airlines Management to be allowed to ask Crews scheduled to work the originating flights at the Spokane Station to arrive at the airport 30 minutes early during the Special

Olympics. The extra time was needed to accommodate additional special needs Customers during boarding. The Board **agreed** that Inflight Scheduling could *request* that the Crews arrive at the airport early for one TFP but that Scheduling could not *require* them to do it.

John DiPippa returned to the Meeting at 1107.

The Board **agreed** that this was a special and unique situation that was non-precedent-setting and could not be referred to in any similar requests in the future.

There was discussion regarding Charters and the VRU.

Allyson Parker-Lauck was excused at 1112.

Audrey Stone and Mark Torrez updated the Executive Board on the progress of **Project Redesign**. Audrey reported that those involved on the Project expected to have their first face-to-face meeting in September.

The Board reviewed and updated the **Local's 2009 Strategic Plan**.

Thom McDaniel left the Meeting at 1119.

Stacy Martin chaired the Meeting.

Thom McDaniel returned as Chair at 1120.

There was more discussion regarding the celebration of Madeline Howard's 20th Anniversary with the Local.

The Board **agreed** that Colleen Griffin would solicit and compile any necessary revisions to the Local's **Policies and Procedures Manual**. Colleen **agreed** to enlist the help of Allyson Parker-Lauck, the previous Executive Board designee in charge of the Manual. Stacy Martin and Mark Torrez **agreed** to write the policies and procedures for Executive Board Members sitting Officer-on-Call for inclusion into the Manual.

John Parrott made a **motion** to purchase Madeleine Howard a gift, not to exceed $500, to honor her for her 20 years of service. Audrey Stone **seconded** the motion. The motion **carried**.

Garry Drummond and Thom McDaniel were excused from the Meeting at 1218.

Stacy Martin chaired the Meeting.

John DiPippa discussed with the Board the gifts of appreciation for the Negotiating Team and Garry Drummond for which he had been made responsible.

The Executive Board went to lunch at 1222 and reconvened at 1330.

Executive Board Members present were Thom McDaniel, Michael Massoni, Stacy Martin, John Parrott, Cuyler Thompson, Mark Torrez, Colleen Griffin, Audrey Stone, Crystal Rains, Bryan Orozco, Karen Amos, Jimmy West, John DiPippa and Donna Keith.

Todd Gage was excused to meet a previous commitment.

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

There was discussion regarding the fact that the Local's **Board of Election** had not complied with the TWU Local 556 Bylaw Article IX (m) which stated:

> *… The Board of Election shall set forth a digest of each appeal made to them and the disposition thereof and shall report any violation of the rules and regulations governing the nominations and elections to a meeting of the Executive Board no later than ten (10) days following the date of elections.*

Michael Massoni **agreed** to contact Sonia Hall, the Chair of the Board of Election, and to inquire as to why she had not submitted the report following the 2009 Officer Elections as required by the Bylaws.

Thom McDaniel reported that Gary Kelly had sent a letter directly to Members of SWAPA, the Southwest Airlines Pilots Association regarding their ongoing Contract Negotiations, skirting SWAPA's Board of Directors.

Donna Keith enthusiastically **volunteered** to act as Recording Secretary and to record the Minutes of the August 2009 Executive Board Meeting for Cuyler Thompson. Cuyler had been excused for vacation.

There was more discussion regarding Flight #2294.

Thom McDaniel left the Meeting at 1343.

Michael Massoni chaired the Meeting.

Thom McDaniel returned to the Meeting at 1350.

Michael Massoni continued to chair the Meeting.

There was discussion regarding the ongoing restructuring (or leveling) of Southwest Airlines Management.

There was discussion regarding the position of BOA/Arbitration Coordinator.

John Parrott made a **motion** to revisit the Grievance Chair and BOA/Arbitration Coordinator recommendations. Jimmy West **seconded** the motion. The motion **carried**.

Bryan Orozco made a **motion** to make Allyson Parker-Lauck the Grievance Chair. John DiPippa **seconded** the motion. The motion **carried**.

Cuyler Thompson made a **motion** to accept the recommendation of Michael Massoni and John Parrott that Lyn Montgomery be offered the position of BOA/Arbitration Coordinator. Jimmy West **seconded** the motion. The motion **carried**.

There was discussion regarding the staffing needs of the Office.

Michael Massoni made a **motion** to accept Brandon Hillhouse as full-time Grievance Staff. John Parrott **seconded** the motion. The motion **carried**.

Jimmy West made a **motion** to accept Joe Skotnik as full-time Grievance Staff. Karen Amos **seconded** the motion. The motion **carried**.

There was discussion regarding adding a full-time Leave Specialist to the Office Team.

Thom McDaniel left the Meeting at 1440 for personal reasons.

Michael Massoni and John Parrott left the Meeting at 1441 to offer the BOA/Arbitration Coordinator Position to Lyn Montgomery.

There was discussion regarding the TWU Local 556 Executive Board 2010 Strategic Planning Retreat scheduled for November 2009. Stacy Martin **agreed** to contact Thom McDaniel about the possibility of changing the location and/or dates of the retreat so that all Executive Board Members could attend.

There was more discussion regarding the ordering of shirts to be worn by the TWU Local 556 Delegates to the International Constitutional Convention.

Stacy Martin requested that Karen Amos be added to the Strategic Plan to assist him in writing the Local Office Training Manual.

John Parrott and Michael Massoni returned to the Meeting at 1655 and reported that Lyn Montgomery had accepted the position of **TWU Local 556 BOA/Arbitration Coordinator**.

Cuyler Thompson submitted the revised **June 2009 Executive Board Meeting Minutes** for approval.

Audrey Stone made a **motion** to approve the June 2009 Executive Board Meeting Minutes. Mark Torrez **seconded** the motion. The motion **carried**.

Cuyler Thompson submitted the **June 2009 Executive Board Meeting Synopsis** for approval.

Audrey Stone made a **motion** to approve the June 2009 Executive Board Meeting Synopsis. Mark Torrez **seconded** the motion. The motion **carried**.

Jimmy West made a **motion** to adjourn. John Parrott **seconded** the motion. The motion **carried**.

Michael Massoni adjourned the Meeting at 1606.

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

Cuyler Thompson
Recording Secretary