The Union of
Southwest Airlines Flight Attendants
TWU LOCAL 556

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TWU Local 556
Executive Board Meeting
June 13-15, 2017
Synopsis

Tuesday

June 13, 2017

Michael Massoni called the Meeting to order at 0900.

TWU Local 556 Executive Board Members Michael Massoni, John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Heather Kelly-Gray, Matt Hettich, Stacey Vavakas, David Jackson, Jessica Parker, Brian "BR" Ricks, John DiPippa and Donna Keith were present at the Meeting.

Audrey Stone and Pamila Oak were excused for Union business.

Rachel Brownfield was excused for maternity leave.

Jimmy West was excused for medical leave.

TWU Vice President Thom McDaniel was present at the Meeting.

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

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

Sam Wilkins made a **motion (1)** to excuse Pamila Oak due to Union business. Stacey Vavakas **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea

David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Excused
Brian "BR" Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Sam Wilkins made a **motion (2)** to excuse Cuyler Thompson from the October 2017 Executive Board Meeting due to vacation. Stacey Vavakas **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Excused
Brian "BR" Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

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

Cuyler Thompson submitted the **May 2017 Executive Board Meeting Minutes** for review.

The Executive Board **agreed** that the Recording Secretary would include the entire Executive Board when emailing the draft of the monthly Executive Board Meeting Minutes to the Minutes Review Committee (MRC).

The Executive Board made corrections and changes to the Minutes.

Grievance Committee Co-Chairpersons Becky Parker and Brandon Hillhouse entered the Meeting at 1000.

Southwest Airlines Inflight Management Representatives Henry Townsend, Jamie Dotson and Jamie Willard entered the Meeting at 1002.

> *Henry Townsend reported that he put together an Irregular Operations (IROPs) "playbook" to make sure that everyone on the Southwest Airlines Network Operation Control (NOC) shared important information pertinent to the situation. Henry reported that the "hotel piece" was getting better and that complaints were down. Henry explained that Southwest Airlines had signed a contract with a new company to secure hotel inventory during IROPs. He went on to say that this didn't change the routine hotels contracted by the Hotel Committee. Henry asked if the information regarding daily Flight Attendant staffing issues was being communicated to the Executive Board. Brett Nevarez confirmed that is was. Henry said that in the future, three to four staffing updates would be provided each day. Jamie Willard reported that the installation of fire containment bags on Southwest Airlines aircraft was progressing slowly due to issues with the vendor. Jamie said that Southwest Airlines expected to replace all of the recycle bins in the back galleys on August 9. Jamie went on to talk about a new project to completely "re-do" the Flight Attendant Manual. She noted that her team had received approximately 75 letters of interest from Flight Attendants who wanted to be involved in the re-do. Jamie said that her team would invite a representative from TWU Local 556 to be involved. Jamie said she expected the project to be completed in a year. Jamie said that the project to allow Southwest Airlines to remain powered, at the gate, without Pilots onboard was moving forward. Jamie discussed the content creation for Flight Attendant Initial and Recurrent Training. Jamie noted that it had been requested that future online Recurrent Training Modules be compatible with Flight Attendants' Electronic Flight Bags (IEFBs). Jaime noted that Southwest Airlines was looking to change aircraft door procedures for all departments. Jamie Dotson said that a new version of "Ideas and Inquiries" was to soon be introduced on SWALife. John DiPippa discussed a situation in which a Flight Attendant was offended by hotel staff. Stacey Vavakas discussed too many Station personnel in the front galley on originating flights in Baltimore. Henry said he would follow-up with Station personnel. Michael Massoni discussed issues with the new One Res system and the Specials Report and Deadheading. Henry reported that it was a training issue. Brandon Hillhouse discussed problems that the One Res system was causing for Flight Attendant Commuters.*

The Inflight Management Representatives left the Meeting at 1037.

The Executive Board continued to make corrections and changes to the May 2017 Executive Board Meeting Minutes.

The Executive Board **agreed** to table the discussion until legal counsel was present.

The Executive Board took a break at 1058 and reconvened at 1117.

Executive Board Members Michael Massoni, John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Heather Kelly-Gray, Matt Hettich, Stacey Vavakas, David Jackson, Jessica Parker, Brian "BR" Ricks and Donna Keith were present at the Meeting.

Audrey Stone and Pamila Oak were excused for Union business.

Rachel Brownfield was excused for maternity leave.

Jimmy West was excused for medical leave.

John DiPippa was absent.

TWU Vice President Thom McDaniel was present at the Meeting.

Sam Wilkins provided historical information regarding Emergency Sick Call Procedures (ESCP) and reported on her meeting with Mike Sims regarding the procedures.

John DiPippa returned to the Meeting at 1130.

The Executive Board continued to discuss ESCP.

The Executive Board **agreed** that the members of the ESCP Committee would sign confidentiality agreements and would be given access to pertinent information and arbitration decisions regarding the procedures.

Heather Kelly-Gray submitted information regarding the ESCP Committee.

The Executive Board **agreed** that Members KeyAnder Early, Xander Ricker, Melissa Grube, Ashley Wilhelm and Patrick Paladino would serve on the ad-hoc ESCP Committee.

Brett Nevarez submitted the final report of the ad-hoc **E-Membership Meeting Feasibility Committee**:

> *In March, the Union's Leadership requested the eMembership Meeting Feasibility Committee (eMM) conduct an Executive Board Town Hall as a full test of the equipment necessary to conduct one simultaneous Membership Meeting across all bases. On May 9, that test was successfully completed with all ten domiciles and one additional location able to communicate live via video conference. In the past seven weeks, on a part-time basis, the eMM Committee was able to build a budget, obtain approval, and purchase the necessary items. Purchased for each location was a backpack, laptop, speakers, camera, projector, and sturdy boxes for shipping. With the assistance of TWU Local 556 IT Manager, Cliff Mace, all of the laptops were set up. After creating some educational materials, the equipment was packed and shipped to the field via FedEx. There was one hiccup with shipping which was overcome by shipping additional equipment between Dallas and Orlando. With the assistance of TWU Local 556 Administrative Assistant Debbie Huntsman the Committee acquired space in ten hotels and utilized the space on the first floor of the Union Office for the Dallas simulcast. With all the devices in the field, the eMM Committee held five online training sessions and three in-person trainings. The eMM Committee followed-up with others who were unable to attend the online or in-person sessions. The eMM Committee thanks the Domicile Executive Board Members or their designees, Debbie Huntsman, and Cliff Mace for their assistance in making this event possible.*

The Executive Board went to lunch at 1234 and reconvened at 1345.

Executive Board Members John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Heather Kelly-Gray, Matt Hettich, Stacey Vavakas, David Jackson, Jessica Parker, Brian "BR" Ricks and Donna Keith were present at the Meeting.

Audrey Stone and Pamila Oak were excused for Union business.

Rachel Brownfield was excused for maternity leave.

Jimmy West was excused for medical leave.

John DiPippa and Michael Massoni were away conducting Union business.

Brett Nevarez chaired the Meeting.

The Executive Board continued to discuss the E-Membership Meeting Feasibility Committee Report.

Michael Massoni and John DiPippa returned to the Meeting at 1356.

Michael Massoni chaired the Meeting.

TWU Local 556 Legal Counsel Ed Cloutman entered the Meeting at 1357.

Brett Nevarez made a **motion (3)** to go into Executive Session. Heather Kelly-Gray **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Excused
Brian “BR” Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board entered Executive Session at 1357.

Brett Nevarez made a **motion (4)** to exit Executive Session. Brian "BR" Ricks **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea

Sam Wilkins	Yea
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Excused
Brian “BR” Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board exited Executive Session and took a break at 1457.

The Executive Board reconvened at 1520.

Executive Board Members Michael Massoni, John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Heather Kelly-Gray, Matt Hettich, Stacey Vavakas, David Jackson and Brian "BR" Ricks were present at the Meeting.

Audrey Stone and Pamila Oak were excused for Union business.

Rachel Brownfield was excused for maternity leave.

Jimmy West was excused for medical leave.

Jessica Parker, John DiPippa and Donna Keith were away conducting Union business.

TWU Vice President Thom McDaniel was present at the Meeting.

The Executive Board continued to discuss the E-Membership Meeting Feasibility Committee Report.

Jessica Parker, Donna Keith and John DiPippa returned to the Meeting at 1533.

The Executive Board **agreed** to table discussion regarding the E-Membership Meeting Feasibility Committee Report until the July 2017 Executive Board Meeting.

Sam Wilkins made a **motion (5)** to go into Executive Session. Stacey Vavakas **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea

Sam Wilkins	Yea
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Excused
Brian “BR” Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board entered Executive Session at 1536.

Sam Wilkins made a **motion (6)** to exit Executive Session. Brian "BR" Ricks **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Excused
Brian “BR” Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board exited Executive Session at 1541.

The Executive Board continued to make corrections and changes to the May 2017 Executive Board Meeting Minutes.

Sam Wilkins submitted information and updated the Executive Board regarding Southwest Airlines’ IROPs procedures.

The Executive Board continued to discuss Southwest Airlines' IROPs procedures.

Michael Massoni left the Meeting at 1608.

Brett Nevarez chaired the Meeting.

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

Grievance Committee Member Renda Marsh entered the Meeting at 1616 to discuss the merits of a Grievance.

Michael Massoni returned to the Meeting at 1620.

Michael Massoni chaired the Meeting.

Grievance Committee Co-Chairpersons Becky Parker and Brandon Hillhouse entered the Meeting at 1621 to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1629 to discuss the merits of the Grievance.

Renda Marsh and the Grievant were excused at 1640.

David Jackson made a **motion (7)** not to proceed on a Grievance. Heather Kelly-Gray **seconded** the motion. The motion **carried**.

Becky Parker and Brandon Hillhouse were excused at 1656.

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

> *Sam Wilkins attended the Executive Board Meeting in Dallas May 16-18. Sam put together an Emergency Sick Call Procedure (ESCP) History and Timeline packet for the Executive Board to review. Sam met with Director of Operations Mike Sims, Senior Manager Inflight Cetta Larabee, President Audrey Stone, 1st Vice President Michael Massoni and Grievance Co-Chairperson Brandon Hillhouse on May 18 regarding issues during ESCP. Those present at the meeting are continuing to work on formalizing better procedures to protect the Membership anytime Management implements ESCP. Sam worked as the weekend On-Call person on May 20. Sam was Emergency Officer On-Call May 22-29. Sam attended the monthly Grievance Meeting with Audrey Stone, Brandon Hillhouse, Grievance Committee Co-Chairperson Becky Parker, and Grievance Specialist Beth Ross. Sam worked with New Hire Committee Chairperson Joe Skotnik, Board Member at Large Heather Kelly-Gray, Las Vegas Domicile Executive Board Member Rachel Brownfield and Grievance Team Member Liz Howayeck on the weekly Fast Fact Friday Communication throughout the month of May. Sam met with Brandon Hillhouse, Drew Kennedy and Liz Howayeck to finalize the TWU Local 556 Grievance Filer Training. Sam attended the training on May 31 and June 1 in Dallas that was facilitated by Brandon Hillhouse and Liz Howayeck. Sam assisted the Education Committee on the launch of the Official TWU Local 556 Facebook Group as an additional resource to Members. On June 1 Sam attended a meeting regarding the Scheduling Extreme Irregular Operations Plan along with Audrey Stone, Brandon Hillhouse and Education Committee Co-Chairperson Josh Rosenberg. Sam presented to New Hire Classes 362, 363 and 364. Sam attended the monthly Scheduling Meeting with Brandon Hillhouse, Director of Base Operations Henry Townsend, Manager Labor Relations Kevin Allen, and Manager Inflight Crew Scheduling Donna Whitehead*

regarding ongoing issues. Sam participated in the Grievance Review Committee session with Oakland Domicile Executive Board Member Matt Hettich. Sam encourages Flight Attendants to join the "Official TWU Local 556" Facebook Group. Sam assisted Members via phone, email, text message and social media. Sam has started taking National Association of Parliamentarian (NAP) online courses. Sam hopes to have the courses completed by August 1 so she can take the NAP certification exam. Sam would like to thank Education Committee Chairperson Amanda Gauger, Education Committee Co-Chairperson Angie Kilbourne, Education Committee Co-Chairperson Josh Rosenberg, Shop Steward Brad Voyik, Shop Steward Courtney Marie Davis, Board Member at Large Heather Kelly-Gray, Shop Steward Carolee Weatherbee, Shop Steward Jay Edward McCleave, and Shop Steward Shelby Pierce for being a part of the launch of the Official TWU Local 556 Facebook Group.

Thom McDaniel returned to the Meeting at 1659.

Heather Kelly-Gray presented her **Officer's Report**. There was no written report submitted.

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

John agreed to serve on the Recall Signature Verification Committee. After the May Executive Board Meeting, John did a lounge mobilization and placed the most recent issue of Unity Magazine in the mailboxes. John traveled to Dallas on May 30-June 1 and then again from June 5-9 for work related to being a Member of the Recall Signature Verification Committee. A few days prior to the monthly Executive Board Meeting, John reviewed the Grievances and wrote his base report. John has also been in constant contact with the Executive Board and the Membership via emails and phone calls. As always, John is honored to represent the Phoenix Base and wants to remind Flight Attendants to call him if they need anything.

Stacey Vavakas presented the **Baltimore Base Report**. There was no written report submitted.

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

David reports he attended the Executive Board Meeting in Dallas May 16-18. David spent time in the Houston Lounge answering Members' questions. He conducted several Fact-Finding Meetings, updated the Union Glass Case and tidied the red rack. David participated as a member of the Minutes Review Committee (MRC), distributed the Unity Magazine and remained in contact with the Executive Board and Management.

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

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

Donna attended the Executive Board Meeting in May. Donna reports Fact-Finding Meetings and Step Two Meetings in the Chicago Base continue for various reasons; including but not limited to attendance points, late to gate, delay of flight, Class 1.17, Probationary Evaluations, positive drug or alcohol tests, Crew conflict, and Employee write ups. Donna traveled to Dallas on May 30-June 1 and June 5-9 for work surrounding the Recall Signature Verification Committee. Donna attended the Dallas Membership Meeting on June 12. Donna has been available to the Chicago Members and has had conversations with Chicago Inflight Leadership concerning Base and Member issues. Donna has coordinated and continues to coordinate the attendance to local political events by Members of the Illinois/Indiana State Conference.

Donna thanks Shop Stewards Brendon Remezas and Zach Berry for distributing the Spring Edition of the Unity Magazine.

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

Jessica attended the Executive Board Meeting in Dallas May 16-18. Jessica spent time in the Denver Flight Attendant Lounge and distributed the spring edition of Unity Magazine. Jessica volunteered at the Denver Arts Festival on behalf of the Women's Issues, Service, and Education Committee (WISE) on May 27. Jessica served on the Recall Signature Verification Committee on May 30-31, June 1, and June 5-9. Jessica attended the New Hire Dinner on June 6. Jessica served as Emergency Officer On-Call June 5-11. Jessica attended the Dallas Membership Meeting on June 12. Jessica answered Members' emails, phone calls, and texts. Jessica tidied the Union Red Rack and updated the Union Glass Case with current material.

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

Matt reported that Fact-Finding Meetings have involved alleged delay of flight. Matt distributed a monthly E-Connection, printed and posted the glass case posters, distributed Unity Magazine, answered Member phone calls, emails, and text messages, and participated as a member of the Grievance Review Committee on June 12.

Cuyler Thompson submitted the **Las Vegas Base Report** for Domicile Executive Board Member Rachel Brownfield:

Rachel reports that she did not attend the Executive Board Meeting in May due to the birth of her son. Although Rachel is on Maternity Leave, she is available to the Executive Board and the Membership via phone and email. Rachel reports that Las Vegas has held very few Fact-Finding Meetings and Step Two Meetings in the last month. Rachel has been in touch with Las Vegas Base Management to keep abreast of any issues within the base. Rachel served on the Minutes Review Committee to make grammatical changes only to the Executive Board Meeting Minutes.

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

Currently the Safety Team has the following open and/or resolved action items:
Aviation Safety Action Program (ASAP) – Reports Under ERC Review = 14

Event ID Event Date Status FAA Airline Union Risk Summary
4716 5/7/2017 Sent to ERC for review OTHER/ Flight attendant use of personal cell phone
4718 5/16/2017 Sent to ERC for review CABIN READINESS- OTHER/ Had unsecured item out, not in proper jump seat position
4761 5/29/2017 Sent to ERC for review OWWE- OTHER/ Baby in overwing held by passenger sitting in 12A
4768 5/29/2017 Sent to ERC for review AIRCRAFT DOOR/SLIDE- DOOR PROCEDURE-OTHER DEPARTMENT/ Door disarm procedure not acknowledged by provisioner
4769 5/29/2017 Sent to ERC for review OWWE- PAX DID NOT MEET EXIT SEAT CRITERIA/ Pax in exit row revealed during cruise that she was wearing a cast under her pants leg and that she had a leg fracture.

4770 5/31/2017 Sent to ERC for review OWWE- PETS IN OWWE/ Pet in carrier in exit row
4772 5/31/2017 Sent to ERC for review FA DUTIES & RESPONSIBILITIES- USE OF ELECTRONIC DEVICE/ During the first 2-3 minutes of pre-boarding I had my phone on, trying to complete a transaction.
4774 6/1/2017 Sent to ERC for review SECURITY- FLIGHT DECK ACCESS PROCEDURE/ Pilots restroom break
4775 6/3/2017 Sent to ERC for review AIRCRAFT DOOR/SLIDE- DISARMING PROCEDURE/ disarmed doors prematurely
4777 6/4/2017 Sent to ERC for review CABIN EQUIPMENT- PED FIRE CONTAINMENT BAG/ No containment bag or hot gloves on the aircraft
4778 6/5/2017 Sent to ERC for review AIRCRAFT DOOR/SLIDE- DISARMING PROCEDURE/ The window was fogged up, accidentally bumped Ops Agent with door.
4779 6/6/2017 Sent to ERC for review ALCOHOL- OTHER/ Served a champagne on the ground
4780 6/6/2017 Sent to ERC for review OWWE- PAX WAS BRIEFED AFTER DOOR CLOSURE/ Briefed exit row after forward entry door was shut.
4781 6/6/2017 Sent to ERC for review FA DUTIES & RESPONSIBILITIES- OTHER/ Realized I was serving the wrong row & inadvertently gave wine to a child.

ASAP Reports received Year-to-Date:	*342*
Accepted Reports Year-to-Date:	*317*
Excluded Reports to date:	*6*
Open Reports:	*14*

Total Reports Received over the Life of Program 5312

Southwest Airlines Event Notification System (ENS)
Fielded Events for Period: 04/09/17 through 05/12/17 = 451
Emergencies Declared = 39
2017 Year-to-Date = 1081
All of 2016 = 2887
All of 2015 = 2843
All of 2014 = 2119
*All of 2013 = 1138**
All of 2011 = 1609
All of 2010 = 1413
All of 2009 = 1210

**ENS tracking and trending was suspended for the period of May 2012 – June 24th, 2013 – However ENS follow-up was maintained throughout this period. The Safety Team has re-established the practice of tracking and trending all ENS events and will include the same in all future Safety Team Reports*
.
Southwest Airlines Hot Aircraft Event Reporting
Events for Period:
05/09/17 through 06/12/17 = 94
2017 Year-to-Date = 116
2016/2017 Year-over-Year Comparative = -2 (-0.98%)
All of 2016 = 535 = <u>32% Decrease Year-over-Year</u>

All of 2015 = 788

Open Discussion Items:

1.) *Turbulence Related Risk Evaluation Project #4004 Update:*

Current Goals / Objectives:

- *Review current understanding of the system analysis*
- *Review gaps, items that still need Subject Matter Expert input, in system analysis*

Key Decisions Needed/Made/Communicated:

- *Available Weather Resources*
  - *AMDAR – guidance possibly in EWINS*
  - *No Manual for Meteorology*
  - *PIREP Alerts in Fusion are verbally discussed during Dispatcher training*
  - *Graphical Turbulence Guidance (GTG) is treated as advisory only by Dispatchers. Dispatchers do not often reference them. Information in the GTG charts is included in the analysis done for generating the WSI Flight Plan Guidance (FPG) charts. Pilots rely on the WSI products: EFB software and charts included in the weather packet.*
- *Flight Planning*
  - *ATC Specialists do not negotiate the routes on a daily basis. These are routes that have been purchased and negotiated prior.*
  - *RBF was issued regarding the importance of staying on turbulence avoidance routes or coordinating with the Dispatcher prior to accepting the change. Some Crew rooms also have reminder notes posted.*
- *Enroute*
  - *For originating flights, it is good practice for Dispatcher to ask for a PIREP from the Pilots. There is no formal system to identify which flights are "selected originating flights".*
  - *Weather radar, proficiency can vary among pilots. The radar is general off unless needed.*

Action Items

#	Action Item	Owner	Due Date	Status	Notes
1	See attachment				
2	Locate RBF relating to staying on turbulence avoidance routes				

Questions / Issues

#	Action Item	Owner	Due Date	Status	Notes
1	Parking lot item for future discussion. RADAR range techniques (i.e. if RADAR range set to 160NM, Pilots may identify significant weather sooner than they would with a 40NM setting, providing more time for Flight Attendants to secure the cabin and therefore less exposure to risk)	Donny Purdy			
2	Parking lot item for future discussion.	Ed Evans			

#	Action Item	Owner	Due Date	Status	Notes
	WSI app is only as good as the wifi connection rate. Also, the turbulence plots within the WSI app are from forecast models, and must be validated. Our current method of validating is either published PIREPs (may be hours old and inaccurate), or "ride reports" with ATC enroute. The fidelity of the WSI App is a discussion point.				
3	*Parking lot item for future discussion: Data collection practices tend to focus on errors at the expense of capturing and recording good practices (how many times do we get it right?)—as SRM continues, should build this into our cross-check -What sound practices should we highlight? -What practices and techniques (internal and external) should be considered for wider use?*				
4	*Question from the group – Is there weather app being considered for the Inflight EFB?*				

2.) Aircraft Powered without Pilots Procedural Update:

As a continued focus on improved OTP, Flight Op's is leading a project that will allow Pilots to leave aircraft unattended (no Pilots onboard) when it is connected to ground power, allowing them to transfer to their next duty assignment. Parameters that must be followed in order for this procedure to be deployed:

- *Only happens at Domiciles*
- *Target start date is July 17*
- *During a turn with or without Through Customers onboard*
- *Pilots must brief the Flight Attendants and Operations Agent that both Pilots are leaving and aircraft is powered with ground power and pre-conditioned air connected.*
- *Comfortable cabin temperature must be able to be maintained without the APU*
- *Only during daylight hours – sunrise to sunset*

We are working on specific procedures for Flight Op's, Inflight and Ground Ops. TWU Local 556 1st Vice President and Operational Safety Chair, Michael Massoni will be brought into the validation of the Inflight procedures in the next week or so. Once the project has been deployed, monitoring of OTP etc. will continue to see if the scope may be extended past the above parameters.

3.) Current Occupational Injury Data:

4.) Inadvertent Full & Partial Slide Deployments/Operational Door Procedures

5.) OSHA 300/I3R Synopsis Log Distribution to DEBM's

Scheduled and Standing Meetings:

Monday, June 12 – Dallas Membership Meeting
Wednesday, June 21 – Chicago Membership Meeting
Thursday, June 22 – Baltimore Membership Meeting
Friday, June 23 – Phoenix Membership Meeting
Tuesday, June 27 – Monthly Health and Safety Coordination (HASC) Meeting
Monday, July 3 – (Tentative) By-Law Analysis Meeting with TWU International, Miami
Wednesday, June 21 – Chicago Membership Meeting
Thursday July 6 - ASAP Recurrent Training at American Airlines

Brett Nevarez made a **motion (8)** to recess. Brian "BR" Ricks **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Nay
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Excused
Brian "BR" Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Michael Massoni recessed the Meeting at 1727.

Wednesday

June 14, 2017

Michael Massoni called the Meeting to order at 0910.

Executive Board Members Michael Massoni, Brett Nevarez, John Parrott, Sam Wilkins, Heather Kelly-Gray, Matt Hettich, Jessica Parker, Donna Keith, Brian "BR" Ricks, David Jackson, Pamila Forte, Stacey Vavakas and John DiPippa were present at the Meeting.

Audrey Stone was excused for Union business.

Rachel Brownfield was excused for maternity leave.

Jimmy West was excused for medical leave.

Cuyler Thompson was tardy.

Matt Hettich recorded the Meeting Minutes.

Pamila Oak presented the **Atlanta Base Report**. There was no written report submitted.

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

> *ASAP*
> *Since the inception of the ASAP program the Committee has received 5,312 reports. So far this year, the Committee has received 342 reports, accepted 317 reports, excluded six reports and have fourteen open reports. The Committee has submitted the slide recommendation and are waiting to hear the outcome. The Committee is also requesting a meeting with Inflight and Provisioning Leadership to meet regarding the disconnect of departmental policies. Provisioning agents are opening the doors regardless of the strap being present. The Committee feels the lag time that occurs in waiting for the jet bridge is a contributing factor with this very serious issue. The Committee visited Milwaukee to do an ASAP promotional visit which was extremely successful. Over half of the overnighting crews came to the happy hour that the ASAP Team hosted.*
>
> *ENS Follow-ups:*
> *From May 9-June 12 the Committee received 451 ENS/NOC/MOM Report emails, year to date the Committee received 1,081. There were 39 emergencies declared. In the recent Health and Safety Committee (HASC) meeting, the Committee requested that the Committee be included on the follow-up communication that is sent after the initial ENS goes out – many times the ENS says more details to follow, but the Committee doesn't get any follow-up. This will enable the Committee to know how serious the event is however Management has still not communicated if this will occur.*
>
> *Health/Safety:*
> *During the monthly HASC meetings the Committee continues to discuss the latest health and safety issues that could affect Flight Attendants. To be proactive, the Committee is gathering information on the materials being used in the new uniforms in the event there are complaints of allergy like symptoms. In May, there was a debrief with the Flight Crew that was involved in the passengers that were fighting on the aircraft, there were some unresolved issues on the Flight Attendants side that needed to be discussed.*
>
> *Hot Aircraft Reporting:*
> *From April 9-June 12, there were 94 reports submitted. Year to date 116 reports have been submitted. There is a substantial decrease in the reporting from year to year. Flight Attendants can complete the Hot Aircraft Event Form on the IEFB now so the information will be submitted in "real time".*
>
> *Upcoming Meetings:*
> > *ASAP ERC Weekly Meeting with a day of preparation and follow-up*
> > *ASAP Quarterly Meeting with all ERC members*

ASAP Quarterly Meeting with the FAA leadership
HASC Monthly Meeting
Turbulence Related Risk Evaluation Project
BNA ASAP Promotional Visit
ASAP Recurrent Training at American Airlines
ASAP Cognitive Interview Skills

Cuyler Thompson entered the meeting at 0914.

Cuyler Thompson recorded the Minutes of the Meeting.

Sam Wilkins submitted the **Education Committee Report** for Chairperson Amanda Gauger:

Amanda reports the Education Committee met with TWU Local 556 Executive Board Liaison, Audrey Stone, and Board Member at Large Sam Wilkins to review the Executive Board's Strategic Plan, specifically the items that the Executive Board would like the Committee to work on and the Membership survey results pertaining to Contract Education. Here is an update on all projects:

1. *The Official Facebook Group Management was transferred from the Communication Committee to the Education Committee. The Chairperson and Co-Chairpersons selected the group of five official Admins to share shift duties during the trial period, created Rules and Guidelines for the Admin Team, established official hours of active Admin shifts, and created a bidding system for the Admin Team. The trial period for the Facebook Group began June 1 and will run for 90 days. Data is being collected and will be presented for July and August Boards for further Executive Board instructions. The Admin Team selected is working very well together and many are still volunteering hours outside of the 1500-2400 CST "Active" times. Need for further Admins will be discussed as needed.*
2. *Continue the Educational Lounge mobilizations that were began by Board Member at Large Sam Wilkins, and Domicile Executive Board Member, Stacey Vavakas. Membership Survey results indicated that a majority of the Membership likes to get their Contract Education face-to-face in the lounges, so the program began for bases that were seeing the greatest influx of New Hires was expanded to all bases to cover more of the Membership. An email was sent to all Domicile Executive Board Members by Chairperson Amanda Gauger asking for Contract-savvy Activists in each base to assist in the Contract 101 program. It was decided that June's Contract topic would be the Commuter Policy. On June 10, an email was sent to all Members with the Commuter Policy 101 flyer and a link to an educational video, created by Co-Chairperson Josh Rosenberg.*
3. *Complete the New Hire booklet and get it printed for distribution in New Hire classes. The redesign of the New Hire booklet was submitted for edit to President Audrey Stone. Co-Chairperson Angie Kilbourne currently has the edits and will complete that update ASAP. John Parrott has reached out to Lori Whittaker for an updated Supplemental Insurance section and to inquire about her willingness to pay for half, as she has in the past.*
4. *The laminated lanyard information sheet is being worked on by Co-Chairperson Angie Kilbourne.*
5. *The Education Committee currently has Contract 101's approved on multiple topics. 101's about Attendance have been submitted for approval to President Audrey Stone.*

The Executive Board spoke with TWU Local 556 Legal Counsel Mark Richard at 0920 regarding the Membership Survey to be conducted in accordance with the Strategic Plan.

Sam Wilkins made a **motion (9)** to proceed with the comprehensive and scientific TWU Local 556 Membership Survey to be conducted by Lake Research partners at the cost of $3.65 per Member, in accordance with the

Strategic Plan, for the purposes of providing data for the incoming Executive Board to expeditiously prepare for Section 6 Contract Negotiations that begin November 1, 2018. Cuyler Thompson **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Yea
John Parrott	Nay
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Nay
John DiPippa	Nay
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Abstain
Brian "BR" Ricks	Nay
Jimmy West	Excused
Donna Keith	Nay
Jessica Parker	Nay

The motion **carried**.

Michael Massoni left the Meeting at 1005.

Brett Nevarez chaired the Meeting.

Grievance Committee Co-Chairperson Brandon Hillhouse entered the Meeting at 1006 to discuss the merits of a Grievance.

Grievance Committee Co-Chairperson Becky Parker and Grievance Committee Member Renda Marsh entered the Meeting at 1011 to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1018 to discuss the merits of the Grievance.

Renda Marsh and the Grievant were excused at 1040.

Brian "BR" Ricks made a **motion (10)** to proceed on a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

Becky Parker and Brandon Hillhouse submitted the **Grievance Committee Report**:

TOTAL NUMBER OF GRIEVANCES:

217 total Grievances:	
32 Terminations	*14.7%*
13 Group Grievances	*6.0%*

54 Non-Term Disciplinary		*24.9%*
118 Individual Contract		*54.4%*

Total Contract Grievances on file:	*131*	*58.2%*
Total Discipline Grievances on file:	*86*	*41.8%*

Grievance removals between May 16 and June 12 are broken down as follows:

25 Settled
22 Withdrawn
47 Total

Board of Adjustments
The Union has two individual disciplinary Grievances scheduled for Board of Adjustment on June 27 and June 29. The hearing set for June 27 is regarding 3 day suspension. The hearing set for June 29 involves an alleged violation of Work and Conduct Rule 3.1 that resulted in a Written Warning. The Union has also scheduled two Board of Adjustments set to take place on July 25 and July 27. The hearing set to take place on July 25 involves two No Shows due to severe weather. The hearing on July 27 involves a single No Show due to severe weather. The next upcoming Board of Adjustments will continue to be scheduled one month in advance. There will be a sign up sheet provided to the Executive Board for all remaining Board of Adjustment dates this year. Each Executive Board Member may sign up to either present a hearing, second or third chair a hearing and/or participate as a silent observer.

Arbitration Update:
Arbitration was held on May 31 involving an individual termination. We are currently awaiting the transcripts from the court reporter. Post hearing briefs are due to the arbitrator on July 14. After briefs are submitted, the arbitrator will render a decision. The arbitrator indicated he tries to have a decision within 30 days. We are hoping for a decision by the end of August.

Arbitrations:
There are currently six upcoming arbitrations, four of which have been scheduled by the Union and two proceeding on their own, all involving termination of employment. The four Union scheduled arbitrations are set to take place on June 20, July 19 and July 27. The remaining two have released the Union and are set to take place June 15 and August 9.

Arbitrations Proceeding on Their Own Update
Two individual arbitrations involving termination took place on April 12 and May 19. The decision from the arbitrator is still pending. The arbitration set to take place on June 13 involving termination cancelled due to the grievant's failure to submit payment for such hearing.

Update May Grievance Meeting
Six cases were discussed at the May Grievance Meeting with Management. Two cases have been settled, one case will be revisited at the June Executive Board Meeting due to additional information, one grievance had a settlement offered but not accepted, and will be scheduled for Board of Adjustment in August. The two remaining cases are in settlement talks.

Upcoming Grievance Meeting

The Union is scheduled to meet with Management on June 22 to discuss cases voted to proceed this week. Settlement talks with Management will be based off grievant desired remedy, Grievance Review Committee recommendations, and Executive Board recommendations.

Scheduling Meeting Update
The Union had its monthly Scheduling Meeting with Management on June 6. The Union brought forward current topics with Scheduling which were of concern, but not currently in the grievance process, including Commuter Policy direction by Schedulers, an uptick in Flight Attendants not being properly notified of Reserve assignments, and some questions asked at New Hire classes on Scheduling protocol. Scheduling has assured the Union on the message being delivered, and has invited the Union to observe its New Hire presentation.

Upcoming Scheduling Meeting
The Union has requested a change in Scheduling meeting dates, and Management/Scheduling has accommodated the request.

Upcoming Group Grievance Meeting
The Union has scheduled a Group Grievance Meeting with Management for August 3 to discuss outstanding Group Grievances.

Grievance Team Training
The Union has been working to develop training for new Grievance Team Members, as well as training continuing education training for current Grievance Team meetings. Five Grievance Team and temporary Team Members were trained this month. Additional training will be scheduled over the next couple of months. In addition, four Grievance Team Members will be attending conferences in July on the latest trends and developments regarding labor arbitration rulings.

Grievance Review Committee Changes
In a continued effort to provide the best resolve to Union grievances, the Grievance Review Committee will now include, along with its rationale, a recommended remedy. This will allow the Executive Board to provide critical feedback on remedies prior to the monthly Grievance Meeting. The goal is to better represent the Executive Board during meetings with Management.

BOA/ARB Sign Up
Grievance Committee Chairs will pass around a sign-up sheet for all upcoming Board of Adjustments and Arbitrations so Executive Board Members can indicate if she/he would like to present a case, 2nd/3rd Chair, or observe. This is part of the Union's continued effort to utilize its internal resources to best represent Members, and allow Executive Board Members to have the critical insight needed when voting on Union business.

The Executive Board took a break at 1110 and reconvened at 1133.

Executive Board Members John Parrott, Cuyler Thompson, Heather Kelly-Gray, Matt Hettich, Jessica Parker, Donna Keith, Brian "BR" Ricks, David Jackson, Pamila Forte, Stacey Vavakas and John DiPippa were present at the Meeting.

Audrey Stone was excused for Union business.

Rachel Brownfield was excused for maternity leave.

Jimmy West was excused for medical leave.

Michael Massoni, Brett Nevarez and Sam Wilkins were away conducting Union business.

John Parrott chaired the Meeting.

John Parrott submitted the **Professional Standards Committee Report** for Chairperson Kurt Beggs:

PILOT	*1*
CRM	*7*
WITHDRAWN	*4*
PROBATIONARY	*1*
NOT TAKEN	*2*
COMPANY POLICY	*2*
I.R. FILED	*2*
IN PROGRESS	*1*
TOTAL CASES	*19*
POSITIVE RESOLUTION	*10*
BASE	
Denver	*3*
Chicago	*2*
Phoenix	*1*
Atlanta	*1*
Dallas	*1*
Houston	*5*
Oakland	*2*
Las Vegas	*1*
Orlando	*1*
Baltimore	*1*

Cuyler Thompson submitted the **Uniform Committee Report** for Chairperson Jabari Smith:

The TWU Local 556 Uniform Committee began their report by informing the Executive Board that Sunday, June 18 the soft rollout of Southwest Airlines New Uniform begins. Additional wings can be ordered at southwestnamebadges.com. Jabari Smith continues to interact with Members via email, calls, texts and social media. He thanks the Executive Board for allowing him to serve the Members of TWU Local 556.

Brett Nevarez returned to the Meeting at 1136.

Brett Nevarez chaired the Meeting.

The Executive Board continued to discuss the Uniform Committee Report.

Sam Wilkins and Michael Massoni returned to the Meeting at 1140.

Michael Massoni chaired the Meeting.

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

Mass E-Mails
The Action Network account was used over the past month for National Campaigns, E-Connections and Shop Steward email campaigns. The Committee also included the ability to add New Hire Flight Attendants on their first day of employment. These New Hires now have access to the Website and App on their first day. They're welcomed with an email shortly after graduation.

Website
On March 4, the Committee launched a brand-new Website to Members. This new Website is quite a departure from the previous site and the "Member's News" and "Member's Home" sections rely heavily on updates from Domicile Executive Board Members, Committee Chairs, and other postings. The Committee will be working to keep this data fresh and consistent. If you have something to say, please email communications. During the month of May, the Committee posted 27 different updates including E-Connections, Emergency Sick Call Procedure information, national news, and New Hire welcomes. This is an increase over the 24 posts made in April and equal to the 27 posts made in February.

Videos
With the new Website, the Committee is now primed to increase video usage. The Communications Team is able to assist with the creation of videos. If you have an idea of a way to highlight your base, committee, or even a Member, let the Committee know. Thank you to Matt Hettich and Josh Rosenberg for embracing videos and creating a great educational video on Oakland Sick Leave. During the month of May, the Communications Team assisted the e-Membership Meeting Feasibility Committee with the Executive Board's Town Hall on May 9 in Sacramento.

Publications
Cuyler reminded the Executive Board that the deadline for submissions to the Summer issue of Unity Magazine was Monday, July 17 at noon CDT.

Social Media
Facebook continues to be a great way to reach the Members of TWU Local 556.Members are receptive to posts and this free tool reaches a lot of Members very quickly. Members are encouraged to post and comment on Facebook posts. Members should review the updated "TWU Local 556 Facebook Page Terms of Service and Fair Play" which is found under the "about" section of the Facebook Page. This past year there has been an increase in the amount of interaction through the Facebook Page. The Communications Committee also turned on messaging functionality where the Committee is able to answer Member's Contract or private questions. If you would like to share photos via the TWU Local 556 Facebook page please email them to Communications.

Mobile Applications
The TWU Local 556 App is a great resource for Members. The Communications Committee has updated the Contract and contacts within the TWU Local 556 App. Members are encouraged to open the App while connected to the internet to automatically download the small update.

Grievance Committee Co-Chairpersons Becky Parker and Brandon Hillhouse, along with Grievance Committee Member Beth Ross, entered the Meeting at 1145 to discuss the merits of a Grievance.

The Executive Board spoke with a Grievant via conference call at 1147.

Pamila Oak left the Meeting at 1148.

Beth Ross was excused at 1215.

Matt Hettich made a **motion (11)** not to proceed on a Grievance. John Parrott **seconded** the motion. The motion **carried**.

Pamila Oak returned to the Meeting at 1222.

Grievance Team Member Lauren Childs entered the Meeting at 1222 to discuss the merits of a Grievance.

The Executive Board spoke with a Grievant via conference call at 1230.

Lauren Childs was excused at 1247.

David Jackson made a **motion (12)** not to proceed on a Grievance. John Parrott **seconded** the motion. The motion **carried**.

The Executive Board went to lunch at 1248 and reconvened at 1417.

Executive Board Members Michael Massoni, John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Heather Kelly-Gray, Matt Hettich, Stacey Vavakas, Pamila Oak, David Jackson, Jessica Parker, Brian "BR" Ricks, John DiPippa and Donna Keith were present at the Meeting.

Audrey Stone was excused for Union business.

Rachel Brownfield was excused for maternity leave.

Jimmy West was excused for medical leave.

TWU Vice President Thom McDaniel was present at the Meeting.

Grievance Committee Co-Chairperson Becky Parker and Grievance Committee Member Beth Ross were guests at the meeting to discuss the merits of a Grievance.

The Executive Board spoke with a Grievant via conference call at 1420.

Beth Ross was excused at 1428.

Grievance Committee Co-Chairperson Brandon Hillhouse entered the Meeting at 1429.

Sam Wilkins made a **motion (13)** not to proceed on a Grievance. Matt Hettich **seconded** the motion. The motion **carried**.

Grievance Committee Member Lauren Childs entered the Meeting at 1431 to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1435 to discuss the merits of the Grievance.

Lauren Childs and the Grievant were excused at 1426.

Cuyler Thompson made a **motion (14)** not to proceed on a Grievance. Sam Wilkins **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (15)** not to proceed on five Grievances per the recommendations of the Grievance Review Committee. John Parrott **seconded** the motion. The motion **carried**.

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

Sam Wilkins made a **motion (17)** to revisit a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

Sam Wilkins made a **motion (18)** not to proceed on a Grievance. John DiPippa **seconded** the motion. The motion **carried**.

Stacey Vavakas left the Meeting 1500.

Becky Parker and Brandon Hillhouse were excused at 1503.

The Executive Board continued to discuss the Education Committee Report.

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

> *Matt reported that COPE distributed a "take action" email to the Membership in support of H.R. 2150 the Flags of Convenience Don't Fly Here Act. The email also included a link to a rally in Washington, D.C. hosted by the Allied Pilots Association taking place on Wednesday, June 14. Matt reports that he continues to work with several members of the California legislature to gain support in the ongoing fight over Southwest Airlines' "protected leave" policy for California based Members. On May 25, Senator Steve Bradford, Chairperson of the California Senate's Labor and Industrial Relations Committee, sent a letter to Southwest Airlines Managing Director, Deputy General Counsel, Juan Suarez urging Southwest Airlines to work with the Unions in developing a "protected leave" policy that meets all the requirements under California law. COPE is working to have a similar letter sent from Members of the California Assembly.*

Pamila Oak submitted **Civil and Human Rights Committee (CHRC) Report** for Chairperson Lori Lochelt:

> *Civil & Human Rights Committee Chairperson Lori Lochelt helped coordinate the distribution of the new Equality/Rainbow Union Pins. Pins will be distributed by Executive Board Members at the June 2017 Membership Meetings and at all LGBTQ 2017 Pride Parades in which TWU Local 556 will be*

participating. Lori set up an online signup for the San Francisco Pride Parade taking place June 25, 2017. Lori wrote an e-newsletter for June for Pride Month. Lori had discussions with and researched information for a TWU Local 556 Member and Executive Board Member at Large Heather Kelly-Gray regarding health care and benefits for employees who are undergoing Sex Reassignment Surgery or SRS (also known as gender confirmation surgery). Lori contacted Southwest Airlines Benefits to discuss procedures for acquiring a "coverage or provider gap in service exception." Lori obtained another banner for use in the Denver Pride Parade. Lori, Heather, and Oakland Flight Attendant Ashley Wilhelm attended a one day workshop May 19, in Portland, Oregon titled "Implicit Bias: Focus on Gender and Intersectionality." The workshop was presented by Diamond Law of Portland, Oregon and was attended by several labor Unions. Lori wrote a synopsis of the workshop which was provided to members of the CHRC. Lori continues to take calls and provide information and resources to Members regarding Civil & Human Rights. Lori would like to thank Oakland Domicile Executive Board Member Matt Hettich for registering for the San Francisco Pride Parade and Executive Board Member at Large Heather Kelly-Gray for coordinating the last-minute attendance of ten TWU Local 556 Members at the National Equality March in Washington, D.C. on June 11.

Stacey Vavakas returned to the Meeting at 1524.

Cuyler Thompson submitted the **Shop Steward Committee Report** for Chairperson Mark Anthony Reyes:

Mark Anthony reports that the Shop Steward Committee focused on educating the Shop Stewards about Motions and Bylaws and upcoming Membership Meetings for the month of May. The following is an update on what the Committee has done this past month: Fact-Finding Meetings during the month of May was a total of 79, 28 out of the 95 meetings were for a Step Two, twelve were for Delay of Flight, and the Committee continues to see an increase of Dishonesty meetings with a total of five meetings for the month. Mark Anthony would like to thank all the Shop Stewards who joined the conference call in May. There was a significant increase in attendees.

Cuyler Thompson **Veteran's Committee Report** for Co-Chairperson Yvetta Penry:

TWU Local 556 Veterans Committee Co-Chairperson Yvetta Penry reports that July 17-20 is the 3rd Quarter TWU International Veterans Committee Meeting in New York. The meeting will be at the 100/101 Union Hall. July 17 will be the travel day, July18 the Committee will meet from 9am -5pm, July 19 will be the Long Beach Volunteer day, where we will help Veterans and their families have a day of fun with many activities on the beach. The Ducks baseball game will be that night. July 20 will be the closing meeting 9am-1pm and travel home day. Brendon Remezas, the TWU Local 556 Veterans Committee Chairperson, will be in attendance for the 3rd Quarter Veterans Meeting in New York. Yvetta Penry will not attend. Instead, she will stay back and have a lounge display in the Dallas Flight Attendant Lounge showcasing Freedom Fur, pending Dallas Management approval on final date in July for the lounge event. Freedom Fur is an Organization founded by a Dallas-based Flight Attendant Holli Brown and her husband. The Organization starts the process for PTSD assist dogs for Veterans. The Organization needs volunteers, donations as well as support. The Committee wants to get the Organization's information out to as many Flight Attendants as possible who may want to help in any way. The Committee wants to have lounge displays in as many Flight Attendant Domiciles as possible. Once there is clearance from Dallas Management the Committee will start with the Dallas Base as the first lounge display. Brendon and Yvetta Penry will continue to serve the Veterans Committee daily. They appreciate the support of the Executive Board.

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

Jessica is pleased to report that Raven V. Marsh, daughter of TWU Local 556 Member and Grievance Team Member, Renda Marsh, was one of the recipients of the Michael J. Quill Scholarship offered by TWU International. Raven will receive $1,200.00 per year, paid directly to an accredited college or university, and may be used for tuition, college fees, or room and board while pursuing an undergraduate degree. Jessica would like to congratulate Raven on this great news! Jessica published an update posted on the TWU Local 556 Website and Facebook Page reminding Members that the deadline is quickly approaching to submit applications and essay questions for the scholarships offered by Local 556. All applications must be postmarked by June 30 in order to be eligible. Awards will be announced by August 20.

Jessica Parker submitted the **Women's Issues, Service, and Education (WISE) Committee Report**:

The Women's Issues, Service, and Education Committee (WISE) began volunteer projects in May and June. On May 27, WISE Members and Denver-based Flight Attendants volunteered at the Denver Arts Festival. SafeHouse Denver was the official non-profit partner of the Festival. As the official partner, the Festival made a financial gift to support survivors of domestic violence, and, in return, helped to fill volunteer spots throughout the weekend. The Denver Arts Festival donated over $1,600 to help support survivors of domestic violence. Jessica would like to thank TWU Local 556 Members Christina Johnson, Juli Johnson, TWU Local 556 Shop Steward Jamie Simpson, TWU Local 556 Shop Steward Ryan Wagner, TWU Local 556 Shop Steward Allyson Parker-Lauck, Kate Peterson, Aimee Vivion, Amanda Degrie, Julie Van NyHuis, and Kristine Mayers for volunteering their time on a cold and rainy day to help support this important cause.

Brett Nevarez submitted the **Flight Attendant Drug and Alcohol Program (FADAP) Committee Report** for Chairperson Natalie Salser:

FADAP Co-Chairpersons Natalie Salser and Tom Spillers and Senior Manager Employee Outreach & Administration Tom Crabtree attended a FADAP Advisory Board Meeting in Richmond, Virginia, May 2-4. FADAP Oakland Base Coordinator Lori Mitchell participated in the Denver Safety Fair on May 16. FADAP Team Member Jade Wilson hosted the FADAP Telephonic Recovery Meeting on May 17. Natalie met with a representative from Foundations Recovery Network on May 29. Natalie and Tom made a Treatment Site Visit with FADAP Manager Heather Healy and FADAP Coordinator Deb McCormick in Knoxville, Tennessee May 31-June 2.

Stacey Vavakas reviewed the **TWU Local 556 Strategic Plan** with the Executive Board.

The Executive Board took a break at 1549 and reconvened at 1600.

Executive Board Members Michael Massoni, John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Heather Kelly-Gray, Matt Hettich, Stacey Vavakas, Pamila Oak, David Jackson, Jessica Parker, Brian "BR" Ricks, John DiPippa and Donna Keith were present at the Meeting.

Audrey Stone was excused for Union business.

Rachel Brownfield was excused for maternity leave.

Jimmy West was excused for medical leave.

TWU Vice President Thom McDaniel was present at the Meeting.

Grievance Committee Co-Chairpersons Becky Parker and Brandon Hillhouse, and Grievance Committee Members Tye Shirley and John Moore were guests at the Meeting to discuss the merits of a Grievance.

A Grievant entered the Meeting at 1614 to discuss the merits of the Grievance.

Tye Shirley, John Moore and the Grievant were excused at 1644.

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

Becky Parker and Brandon Hillhouse were excused at 1649.

There was discussion regarding media training for TWU Local 556 Leaders.

Sam Wilkins discussed how to best distribute the Union Pins created to celebrate diversity.

Sam Wilkins made a **motion (20)** to accept the TWU pay proposal for Office Coordinator Lisa Le. Heather Kelly-Gray **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Sam Wilkins made a **motion (21)** to excuse Jimmy West due to medical leave. John Parrott **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair

John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Sam Wilkins made a **motion (22)** to recess. Stacey Vavakas **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Nay
Stacey Vavakas	Yea
David Jackson	Nay
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Michael Massoni recessed the Meeting at 1726.

Thursday

June 15, 2017

Brett Nevarez called the Meeting to order at 0900.

Executive Board Members John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Heather Kelly-Gray, Matt Hettich, Stacey Vavakas, David Jackson, Jessica Parker, Brian "BR" Ricks, Donna Keith, John DiPippa and Donna Keith were present at the Meeting.

Audrey Stone was excused for Union business.

Rachel Brownfield was excused for maternity leave.

Jimmy West was excused for medical leave.

Michael Massoni was away conducting Union business.

TWU Vice President Thom McDaniel was present at the Meeting.

The Executive Board continued to review the TWU Local 556 Strategic Plan.

Michael Massoni entered the meeting at 0945.

Sam Wilkins made a **motion (23)** to go into Executive Session. Stacey Vavakas **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair
John Parrott	Nay
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Away
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Yea
Brian “BR” Ricks	Nay
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board entered Executive Session at 0947.

TWU Local 556 Legal Counsel Ed Cloutman entered the Meeting at 0950.

Sam Wilkins made a **motion (24)** to exit Executive Session. Stacey Vavakas **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

The Executive Board exited Executive Session at 1110.

The Executive Board took a break at 1113 and reconvened at 1133.

Executive Board Members Michael Massoni, John Parrott, Brett Nevarez, Cuyler Thompson, Sam Wilkins, Heather Kelly-Gray, Matt Hettich, Stacey Vavakas, David Jackson, Jessica Parker, Brian "BR" Ricks, Donna Keith, John DiPippa and Donna Keith were present at the Meeting.

Audrey Stone was excused for Union business.

Rachel Brownfield was excused for maternity leave.

Jimmy West was excused for medical leave.

TWU Vice President Thom McDaniel was present at the Meeting.

Pamila Oak presented information pertaining to a proposed diversity training.

Pamila Oak made a **motion (25)** that the Executive Board attend Diversity and Inclusion Training provided by the RDR Group at no cost at a date TBD. Brian "BR" Ricks **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Chair
John Parrott	Yea
Brett Nevarez	Yea
Cuyler Thompson	Yea

Sam Wilkins	Yea
Heather Kelly-Gray	Yea
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

There was discussion regarding Arizona Paid Sick Leave.

Michael Massoni **agreed** to respond to a Member regarding the privatization of the U.S. Air Traffic Control (ATC) System.

The Executive Board discussed procedures regarding Members delinquent on Union Dues.

The Executive Board discussed the upcoming Membership Survey.

The Executive Board discussed an agreement from the April 2017 Executive Board Meeting regarding the nominations for TWU International Convention Delegate. Michael Massoni **agreed** to discuss the matter with legal counsel.

The Executive Board **agreed** that decisions would no longer be made by unanimous Executive Board “agreement,” and **agreed** that the Executive Board would only make decisions by recorded motion and vote.

The Executive Board went to lunch at 1240 and reconvened at 1400.

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

Brett Nevarez chaired the Meeting.

Audrey Stone was excused for Union business.

Rachel Brownfield was excused for maternity leave.

Jimmy West was excused for medical leave.

John Parrott, Heather Kelly-Gray and Michael Massoni were away conducting Union business.

Cuyler Thompson submitted the **May 2017 Executive Board Meeting Minutes, Synopsis, Attendance Report** and **Voting Record and Vote Tally** for review.

The Executive Board made corrections and changes to the Minutes, Synopsis, Attendance Report and Voting Record and Vote Tally.

Matt Hettich made a **motion (26)** to approve the May 2017 Executive Board Meeting Synopsis as amended. Stacey Vavakas **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Away
John Parrott	Away
Brett Nevarez	Chair
Cuyler Thompson	Yea
Sam Wilkins	Nay
Heather Kelly-Gray	Away
Stacey Vavakas	Yea
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Yea
Brian “BR” Ricks	Away
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Matt Hettich made a **motion (27)** to approve the May 2017 Executive Board Meeting Voting Record and Vote Tally as amended. Stacey Vavakas **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Away
John Parrott	Away
Brett Nevarez	Chair
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Away
Stacey Vavakas	Away
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Yea
Brian “BR” Ricks	Away
Jimmy West	Excused

Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Matt Hettich made a **motion (28)** to approve the May 2017 Executive Board Meeting Attendance Report as presented. Stacey Vavakas **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Away
John Parrott	Away
Brett Nevarez	Chair
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Away
Stacey Vavakas	Away
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Yea
Brian “BR” Ricks	Away
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Matt Hettich made a **motion (29)** to approve the May 2017 Executive Board Meeting Minutes as amended. Stacey Vavakas **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Away
John Parrott	Away
Brett Nevarez	Chair
Cuyler Thompson	Yea
Sam Wilkins	Yea
Heather Kelly-Gray	Away
Stacey Vavakas	Away
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Yea
Rachel Brownfield	Excused
Pamila Oak	Yea
Brian “BR” Ricks	Away
Jimmy West	Excused
Donna Keith	Yea

Jessica Parker	Yea

The motion **carried**.

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

> *Lisa Trafton and Scheduling Committee Co-Chairperson Don Shipman reported that line writing for the July primary bid period was challenging but within historical norms for the month. The number of line positions that a Flight Attendant could be awarded for the month of July increased by 29 line positions from 9,349 in June to 9,378 in July. The Scheduling Committee left fewer positions in Open Time for the month of July in comparison to June. The Scheduling Committee for the month of June wrote an average of 70% pure lines (lines starting on the same day each week containing pairings of the same length) maintained 35% of the lines with all weekends off, and the lines containing 3-on/off or 48-hour breaks did not exceed 18%. The Scheduling Committee survey is near conclusion and would like to thank the Members for their participation, along with the Executive Board, Communications Committee, and Survey Committee for their support.*

Brian "BR" Ricks made a **motion (30)** to adjourn. John DiPippa **seconded** the motion. The Executive Board voted by roll call on the motion on the floor:

Audrey Stone	Excused
Michael Massoni	Away
John Parrott	Away
Brett Nevarez	Chair
Cuyler Thompson	Yea
Sam Wilkins	Nay
Heather Kelly-Gray	Away
Stacey Vavakas	Away
David Jackson	Yea
John DiPippa	Yea
Matt Hettich	Away
Rachel Brownfield	Excused
Pamila Oak	Yea
Brian “BR” Ricks	Yea
Jimmy West	Excused
Donna Keith	Yea
Jessica Parker	Yea

The motion **carried**.

Brett Nevarez adjourned the Meeting at 1440.

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

Cuyler Thompson
TWU Local 556 Recording Secretary